SAHUARITA MIDDLE SCHOOL

Student Activity Handbook
2024-2025 School Year

TABLE OF CONTENTS

Cover page……...1

Table of Contents…….2

District Administration/Governing Board/SMS Administration/Athletic Director……....…3

Concussion Protocol……4

CORTEX Return to Academics Protocol/Parent Consent…….……..5

Objectives……7

Introduction……..7

Code of Conduct……..8

Rules of Conduct…….8

Parent/Guardian Code of Conduct ……..…9

Parent/Guardian Agreement…….9

Responsibilities of Coaches/Sponsors……..…….10

Eligibility Guidelines…….12

Training Rules……13

Training Activities…….13

Emergency Procedures……...14

Grievance and Appeal Process……...14

Enforcement of Training Rules: Disciplinary Process……..….14

Public Conduct on School Property……...15

Student Acknowledgement Form……..……16

Parent/Guardian Acknowledgement Form……17

Sahuarita Unified School District #30

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CONCUSSION PROTOCOL

Dear Parents/Guardians,

Let's take a few minutes to talk about concussions…

Did you know?

- A concussion is a form of mild brain injury caused by a bump, blow, or jolt to the head.
- Concussions may be caused by a fall or accident and are not always related to sports.
- The Centers for Disease Control estimates that 1.6 to 3.8 million children suffer a concussion each year.
- Not all individuals who suffer a concussion will lose consciousness.
- Symptom type and severity varies widely, as does recovery time.
- Engaging in mental and/or physical overstimulation during recovery can actually **slow** the healing process.
- Cooperation between parents, medical professionals, and school personnel can improve outcomes.

It was with these facts in mind that the Sahuarita Unified School District has developed a return to academics concussion management team called CoRTEx (Cognitive Return to Exertion). The purpose of the CoRTEx protocol is to help students be successful in the classroom should they sustain a concussion. The management team systematically works with the student and family to document the student's symptoms as they go through the recovery process. Academic adjustments that match symptoms are then shared with teachers. As the student demonstrates improvement, the adjustments are reduced until the student is ready to fully return to academics without additional supports. **The main goal is to ensure that students engage in a safe level of cognitive activity as their brain heals so that symptoms do not worsen.**

If your child sustains a concussion during or outside of school athletics, you may refer your child to Sarah Dachtyl, Ph.D., CCC/SLP (sdachtyl@sahuarita.net; 520-625-3502, ext. 1514 at SHS or ext. 1815 at WGHS) if you would like access to this team.

If you do NOT want your student to participate in the academic concussion management team, opt-out forms are available for you to sign by appointment with Dr. Dachtyl.

Please be aware that the CoRTEx Protocol is for academics. **Return to play decisions are made separately and only a trained healthcare professional can allow an athlete to return to athletic participation.**

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Office of the Superintendent

CORTEX RETURN TO ACADEMICS PROTOCOL/PARENT CONSENT

Can a concussion really affect academics?

Yes! Many concussion-related symptoms can interfere with a student's ability to participate fully in their day at school, even at the preschool level. Each student's experience is different.

What can SUSD #30 do to help?

We have a return to academics team called CoRTEx (Cognitive Return to Exertion) that consists of team leaders who create an individualized plan to help your child participate in school to the best of their ability, ensure that they are comfortable during the school day, and facilitate faster recovery.

What does the procedure look like?

Team leaders use a symptom checklist to determine how your child is feeling after their injury. If your child has taken ImPACT (an online neurocognitive test), this data may be used as well. Based on their unique profile, the team leader and student collaborate on developing a plan to support each of their symptoms. That plan is sent to teachers, administrators, and other school personnel as needed.

The team leader meets with the student weekly to update the symptom checklist and plan until the student is back to their baseline and/or no longer in need of academic adjustments. We will incorporate recommendations from your child's physician, so please provide them to the school. For younger students, the procedures are adapted to be age-appropriate. Your written consent also allows us to be in contact with your child's medical provider(s) to coordinate care.

What is the parent's/guardian's role in this process?

Know that your child will miss approximately 5-15 minutes of time in class to meet with the team leader. There may be some recommendations for home, such as those pertaining to homework, sleep routines, and nutrition. Consistent contact with the team leader is appreciated to keep everyone informed.

Your written consent is needed for the CoRTEx team to follow your child and provide timely academic support. Please sign, date, and return this form to your child's school as soon as possible.

I GIVE permission for my child_____ (name) to participate in SUSD #30's return to academics protocol and to be supported by the CoRTEx team. I also give consent for the CoRTEx team to be in contact with my child's medical provider(s) to coordinate care. I understand that the CoRTEx protocol is academic only and is NOT a substitute for medical care.

Parent/Guardian's name: _____Date: _____

Parent/Guardian's signature: _____

Student's signature (if 18 y/o or older): _____

School: _____

CoRTEx Team Leaders:

Sarah Dachtyl, PhD, CCC/SLP, CBIS (sdachtyl@sahuarita.net)
• Sahuarita High School
• Walden Grove High School
• Sahuarita Middle School
• Sopori Elementary School
• Early Childhood Center

Laurel Harris, MS, CCC/SLP (lharris@sahuarita.net)
• Sahuarita Primary School
• Sahuarita Intermediate School
• Copper View Elementary School

Louis Dachtyl, MA, CCC/SLP (ldachtyl@sahuarita.net)
• Anza Trail School

THE PRIMARY OBJECTIVES OF THE SAHUARITA MIDDLE SCHOOL EXTRA-CURRICULAR AND CO-CURRICULAR ACTIVITIES ARE TO HELP EACH STUDENT PARTICIPANT TO:

1. To build self-esteem
2. To develop skills
3. To encourage all students to participate
4. To expand interest in lifetime and leisure activities
5. To develop a positive self- discipline
6. To provide opportunity for personal and social growth
7. To develop self-motivation
8. Understand why the school offers a program of activities/athletics
9. Learn the values that activities/athletics have for the individual and society
10. Understand the rules essential to playing the game/activity and to be an intelligent fan
11. Develop the ability to think both as an individual and as a member of a team
12. Gain better health and fitness
13. Learn respect for the rights of others and for authority
14. Develop high ideals of fairness in all relationships
15. Balance the desire to win with sportsmanship and fair play
16. Contribute to the school and maintenance of excellence in our school athletic/activity programs

INTRODUCTION

The extra-curricular and co-curricular programs at Sahuarita Middle School are designed to provide opportunities for as many students as possible so that each student may reach his/her potential. Sahuarita Middle School takes pride in its fine tradition of academic and athletic accomplishments. Students who attend this school are of high caliber and responsible character. This handbook serves to remind students, their parents, and coaches, that excellence, both in sports competition and in classroom performance, necessitates self-responsibility and self-discipline. It is to this end that curricular and co-curricular participants, their parents, sponsors/coaches, and the community are asked to pledge their support to the guidelines presented in this handbook.

The extra-curricular activity program is completely voluntary. Involvement in the athletic/activity program, however, does require extra effort and extra time on a voluntary basis beyond the regular school day. Although extra-curricular activities are voluntary, those participating do represent their school and community. Therefore, citizenship, sportsmanship, conduct and loyalty standards must be maintained at a high level. The total school program is reflected in the extra-curricular program.

The selection of team members may be necessary. However, the selection of team members is not based solely upon athletic/activity performance, but also upon grades, attitude, conduct, cooperation, loyalty, and an earnest and sincere desire by the student to participate on the team in a fashion that compliments the school and the community.

The sponsors/coaches and the administration of Sahuarita Middle School, along with many leading authorities, believe that there is a positive correlation between a participant's performance and his/her adherence to specific training practices. Co-curricular activities are those activities that occur outside the classroom, are extensions of the classroom, and do have an influence on course credit. The following are rules and regulations concerning interscholastic athletics, curricular, and extra-curricular activities for all of our students at Sahuarita Middle School.

CODE OF CONDUCT

It is the duty of all concerned with school extra-curricular and co-curricular activities:

1. To emphasize the proper ideals of sportsmanship, ethical conduct, and fair play
2. To stress the values derived from competing fairly
3. To show cordial courtesy to visiting teams and officials
4. To establish a friendly relationship between visitors and hosts
5. To achieve a thorough understanding and acceptance of the rules of competition and the standards of eligibility
6. To encourage leadership, use of initiative, and good judgment by the participants on the team
7. To recognize that the purpose of athletics/activities and other forms of competition is to promote physical, mental, moral, social, and emotional well being of the individual participants
8. To remember that a contest and other forms of competition are not "a matter of life or death." This includes participants, fans, parents, and coaches/sponsors.
9. To remember that as a representative of Sahuarita Middle School, participants, competitors, coaches/sponsors, students, parents, and teachers should demonstrate exemplary behavior and respect, both within Sahuarita Middle School and while visiting other campuses.

RULES OF CONDUCT

The following Rules of Conduct are intended to clarify for parents/guardians and students the obligations and responsibilities as student leaders and participants representing Sahuarita Middle School. The Rules of Conduct are in force the day school begins regardless of when the student participates in athletics or school activities. Each section below has a corresponding disciplinary action in the section—Enforcement of Training Rules: Disciplinary Process.

He/she:

1. Shall not use and/or be in possession of illegal drugs, alcohol, marijuana, or marijuana products (including vapes, vaping products, wax/oil, etc.) or tobacco products (including any tobacco-like products e.g., chew, pouches, vapes, or vaping products) on or off the SMS campus.
2. Shall not knowingly remain on premises where illegal drugs or alcohol are being used unlawfully.
3. Shall not be convicted of any felony involving the act of violence toward another person(s).
4. Shall not commit any act(s) of vandalism or theft.
5. Shall obey all school rules and regulations. SMS school rule violations committed during practice or competition may result in team discipline as well as internal school discipline.
6. Shall maintain a satisfactory attendance record and attend all regularly scheduled classes unless appropriately excused.
7. Shall obey all bus and transportation rules.
8. Shall follow the written team rules established by the head coach/sponsor.

PARENT/GUARDIAN CODE OF CONDUCT

A good faith effort to honor the words and spirit of the following code of conduct should be made.

PARENT/GUARDIAN CONDUCT

1. Pledge to provide positive support, care, and encouragement to my student/athlete and his/her team, coaches, and school.
2. Pledge to provide support and encouragement to the visiting team, their coaches, and school.
3. Maintain positive behavior and attitude at all athletic contests.
4. Respect the positive support and encouragement to the visiting team, their coaches, and school.
5. Refrain from the use of foul language.
6. Refrain from yelling criticism at my student/athlete and his or her coach or team.
7. Refrain from interfering with the coach.
8. Willing to let the coach be responsible for my child during practice, games, and team-related activities.
9. Refrain from making derogatory comments to players, other parents, game officials, or school administrators.
10. Sign and submit, with accurate information, all required participation forms to the athletic office.
11. Will not circumvent any rules or guidelines of the Sahuarita Unified School District, or school.
12. Refrain from interfering with practice or games.
13. Respect and accept with dignity the final decisions of officials.

PARENT/GUARDIAN AGREEMENT

1. Abide by the "Parent/Guardian Code of Conduct."
2. Encourage my child to abide by the "Student/Athlete Code of Conduct."
3. Encourage good sportsmanship by personally demonstrating positive support for all players, coaches, and game officials.
4. Be involved in my son or daughter's interscholastic program.
5. Ask my student-athlete to attend school on a regular basis and strive to excel academically.
6. I will pick up my child from practice at 4:45p.m.
7. I will pick up my child on time when he/she is returning from all competitions.
8. Inform my student/athlete of the dangers of using and discourage the use of illegal drugs, alcohol, or tobacco.
9. If my child is injured, I will assure that he or she does not participate until the student/athlete has been released by the treating physician.

RESPONSIBILITIES OF COACHES/SPONSORS

1. Provide for the safety and welfare of all participants and be appropriately trained/certified in your specific sport/activity, CPR, first aid, and middle school coaching/sponsorship. Notify the athletic director or principal immediately of all student injuries and complete promptly a student injury report to be turned in to the school health aide.
2. Promote sportsmanship and foster good character by teaching, enforcing, advocating, and modeling the "Six Pillars of Character" – trustworthiness, respect, responsibility, fairness, caring, and good citizenship.
3. Work with participants, teachers, counselors, etc., to ensure the academic progress of the participants.
4. Be an integral part of the school system and its educational program. Encourage and stress to each student the importance of academic achievement.
5. Monitor the classroom behavior, attendance, and performance of all participants.
6. Be knowledgeable of and enforce school, district, and league rules, regulations, procedures, and policies, including policies in the Purchasing Handbook and policies related to booster clubs.
7. Make every effort to support and communicate with all school administrators.
8. Provide written training rules and team expectations to all participants and their parents. Enforce these fairly among all participants.

9. Ensure that participants understand all school, district, and league rules, regulations, procedures, and policies.
10. Ensure that all participants have an emergency form for each season and a current physical prior to participating in any tryouts, practices, games, or before receiving any equipment or awards. Students must pay the "pay to play" fee after tryouts but before the first game.
11. Make participants aware of the inherent danger of participating in activities.
12. Please contact an administrator regarding extenuating circumstances. No qualified student will be denied an opportunity to play due to a financial hardship.
13. Plan and monitor organized practices that will include proper conditioning, warm-ups, and instruction of fundamentals. If a paid, district-approved coach/sponsor for the sport/activity cannot supervise a practice or a game, the practice or game shall be canceled due to lack of appropriate supervision for participant safety.
14. Develop participants to the highest degree of skill possible.
15. Supervise participants in practice areas, locker rooms, buses, and at all times on away trips.
16. Model respectful behavior and the duty to demand that their participants refrain from disrespectful conduct, including verbal abuse of opponents and officials, profane or belligerent trash talking, taunting, and inappropriate celebrations.
17. Abstain from the use of tobacco, drugs, and alcohol while on campus or any time when representing your school or team.
18. Safeguard the health of participants and the integrity of the sport/activity, prohibit the use of alcohol, tobacco, drugs, and performance enhancing substances, as well as demand compliance with all laws and regulations, including those relating to gambling and the use of drugs.
19. Ensure that all participants are dressed neatly on all trips and remain together as a group. Enforce District transportation guidelines. Participants must get coach/sponsor permission to leave the group, such as to go to the snack bar or the restroom, at home and away events and must use the "buddy system" of going with another participant when at another school. Additionally, participants are expected to travel to and from events with their team in District transportation. Parents/guardians may transport their student to or from an event and/or leave early only in extenuating circumstances and must receive written coach/sponsor approval in advance. Parents that receive said approval must sign-out their student with the coach/sponsor and show picture identification.
20. Work cooperatively with parents, officials, and media to promote a positive image of SUSD activities.
21. Know and follow rules and regulations governing equipment (i.e., certification, reconditioning, etc).
22. Provide for the care and maintenance of all equipment and provide an accurate, detailed inventory and season summary at the end of the season to the administrator in charge of activities.
23. Submit accurate and timely budget information to the athletic director, assistant principal, or principal when requested and use appropriate forms from the District.
24. Work with the Transportation Department and site administration by ensuring that the school car, van, or bus is cleaned of any debris before it is returned.
25. Ensure that all travel money is accounted for by returning a combination of itemized receipts and/or monies to equal the amount given by the School Business Specialist within five (5) working days. Only purchases that were properly approved in advance with a purchase order will be honored.
26. Aid in seeking qualified assistant coaches/sponsors.
27. Ensure all SUSD transportation guidelines and policies are enforced. All SUSD van passengers must wear seat belts.
28. Attend District meetings, clinics, and equipment shows. Read current literature to stay updated on current issues and techniques in your sport/activity.
29. Head coaches/sponsors must evaluate all assistant coaches/sponsors. Head coaches/sponsors cannot evaluate relatives. The athletic director will evaluate all coaches.
30. Actively support the total school activities program.

31. Be responsible to the administration in the overall operation of your program. Head coaches/sponsors are responsible for the entire program.
32. Notify the Principal's office when released time is needed two weeks prior to the activity.
33. Return and inventory all uniforms and equipment within four (4) weeks after your last event.
34. Coordinate all out of town trips with the principal four (4) weeks prior to the contest date.
35. All coaches, assistant coaches, sponsors, band directors, assistant band directors, drama advisors, orchestra advisors and choir advisors must maintain current Adult CPR and First Aid certification. Certification is mandatory.
36. Volunteer coaches/sponsors are required to have the same training/certification as paid coaches/sponsors and must fill out a volunteer application form for approval by site administration and Governing Board. This must be done for each season of competition. Volunteer coaches/sponsors may not conduct practice or supervise an event without a paid coach/sponsor for that sport/activity present. Volunteer coaches/sponsors serve at the discretion of the principal and may be relieved of their volunteer role at any time.
37. Help maintain your program through on-site recruiting of participants and fundraising.
38. Immediately notify the athletic director and principal regarding any coaching/sponsorship violations, unsportsmanlike conduct, or ejections from contests.
39. Be responsible for additional duties as defined by school administrators.
40. Violation of the rules could lead to disciplinary action and possible dismissal from coaching/sponsorship assignment.

ELIGIBILITY GUIDELINES

- A physical examination is required in order to participate in after-school athletics and must be completed before a student is eligible to try-out. Physical exams are valid from March 1 through the end of the following school year.
- Students need a clearance slip turned in with the physical and emergency form checked off to try out.
- Students need to pay the "Pay to Play" $25.00 fee in order to participate in practice and games if they have made the team. The student must give the coach their clearance slip back with everything being signed off (Physical form, Emergency form and Pay to Play form). If there is a financial hardship, please let the front office know. Students who fail to pay the "Pay to Play" fee or go through the financial hardship process by the designated deadline will be ineligible to participate in practice and competition.
- If a student practices or plays without having their clearance slip checked off, they may be dismissed from the team.
- Eligibility lists will be run through the school-wide grading system every week on Monday between 8:00 and 9:00a.m. There must be no D's or F's in order for the student to participate in athletics/activities. Students who have a D or an F grade will be ineligible to compete for the week.
- Also, if the student is assigned to the ACE program or an after-school detention as a disciplinary consequence, he/she may not practice or compete the day(s) that he or she is in ACE. If a student is placed on out of school suspension within the season, the student may be removed from the team and/or will not be allowed to participate in practice or games.
- A student must not have more than two referrals or one in or out-of-school suspension in a given sports season to remain on the team.
- Homeschooled students are allowed to participate in sports at SMS if they are within school boundaries and complete all required documentation. If infractions are committed by these students, while they are not subject to internal school discipline, they are subject to team discipline, removal from the team, and/or possible police involvement depending on the nature and level of the offense committed while on school grounds or at any competition.

- Students attending charter schools are not permitted to participate or compete for SMS sports programs under any circumstance regardless of whether or not the charter school they attend offers sports or whether or not they live within SMS boundaries.
- Tryouts are closed to the public and parents.

TRAINING RULES

The head coach or activity sponsor, the athletic director/activities coordinator, and the principal shall be responsible for all decisions relating to the disciplinary action resulting from violations of training rules. All actions leading to disciplinary action shall be based upon sufficient reliable evidence.

A. General Guidelines for Students Participating in Extra-Curricular or Co-Curricular Activities

1. Equipment and uniforms will not be worn in any activity except that sport/activity for which it was checked out.
2. If a student withdraws from school during the year, he/she must check out with the coach/sponsor and return equipment and his/her uniform.
3. At the end of the school year, students responsible for missing equipment or uniforms will be assessed a fee.
4. A student cannot be absent from any part of the school day and participate in practice or competition that day unless the absence has been cleared through the Athletic Director or Principal.
5. Students cutting class or ditching school may be suspended from participating in athletic contests or group/club activities. If this occurs a second time, the student may be dropped from athletics or the group/club activity for the remainder of the season or activity.
6. Student participants are expected to abide by training regulations set by coaches/sponsors (practices, etc.).
7. When competing and representing Sahuarita Middle School, students are expected to dress in accordance with school dress standards.

B. Procedure

A student who does not abide by the rules and regulations shall be subject to probation, suspension, or dismissal from the activity. (Consequences for illegal substances and tobacco are intended to be more severe than other violations.)

C. Disciplinary Action

The head coach of each sport or each activity sponsor has the prerogative to discipline a student who refuses to observe acceptable patterns of behavior. Such disciplinary action may include short-term suspension from the activity. Unsatisfactory correction of the problem can lead to long-term suspension or dismissal from the activity. Such action shall be decided by the head coach or activity sponsor, the athletic director, and the principal.

TRAINING ACTIVITIES

Prolonged practice, a proper attitude, and balanced physical, psychological, and emotional health are vital if excellent health is to be achieved. Sports participants are expected to put forth every effort possible to improve their athletic skills. Practice is important, but equally important are a positive attitude and the establishment of good health.

All Sahuarita Middle School athletes are reminded that successful participation in any sport requires that each athlete arrive the first day of practice in prime physical condition. Fitness cannot be obtained in the 10 days prior to the first contest. A concerted effort must be made by each athlete to prepare him or herself physically (endurance, strength, and flexibility) before the first day of practice. If athletes need help, they should see their coaches or the athletic director.

EMERGENCY PROCEDURES

1. All injuries must be documented on the appropriate forms.
2. Parents are to be contacted.
3. All coaches/sponsors must carry the complete updated files and emergency forms for each team.

GRIEVANCE AND APPEAL PROCESS

A student who believes that he/she was unfairly removed from an activity covered by this handbook is entitled to use the following grievance process:

1. The coach/sponsor is to notify the parents/guardian when the student has been disciplined.

2. Notification shall be by telephone, email, or in person, with an explanation of the situation.

3. Students and parents shall be informed that the due process steps, in order, are:
   A. Resolve the problem with the coach/sponsor involved. If unsuccessful...
   B. Resolve the problem with the athletic director/activities coordinator. If unsuccessful...
   C. Resolve the problem with the principal, which may involve a conference between the principal, parents/guardians, student, coach(es), and athletic director.

ENFORCEMENT OF TRAINING RULES: DISCIPLINARY PROCESS

A. Substance Abuse: The sale, distribution, possession, and/or being under the influence of tobacco, alcoholic beverages, and/or illicit drugs by students participating in the programs covered by this code are prohibited. This rule of conduct also prohibits being present at or attending functions where alcoholic beverages, and/or illicit drugs are used, sold, or distributed. A violation can result in dismissal from the team in addition to school-related consequences.

B. Absence from Practices/Rehearsals: Any student who misses a practice/rehearsal without coach/sponsor approval may not be permitted to participate in some or all of the upcoming competition, based on the coach/sponsor's team rules.

C. Committing Acts of Larceny: The taking or using of property or the act of selling or purchasing stolen property, which belongs to another person, will not be tolerated. Disciplinary action shall be the same as for violation of the regular school rules, including notification of law enforcement.

D. Personal Appearance: Each student participating in school-sponsored activities shall be neat, clean, and well groomed and shall meet standards of grooming as determined by the coach/sponsor and/or the athletic director or principal. The District K-8 dress code and appearance guidelines will be enforced.

E. Attendance: Any student participating in school-sponsored activities must attend classes in order to practice/participate that day. Any exception to this requirement must be approved by the head coach/sponsor and the athletic director or principal. The following will serve as guidelines for exceptions:
   1. A student must be pre-excused for a professional medical or court appointment.
   2. A student may have a pre-arranged excuse for family matters, such as death, severe illness, or some other emergency (final decision resides with the athletic director or principal).

   Students are not to be absent the first period the day after an event simply to rest. A student who falls into this category is not eligible to participate in the next scheduled event as well as practice that day.

F. Quitting: Any participant who wishes to quit a sport/activity must go to the coach/sponsor in charge and discuss his/her intentions, in person. At this time, he/she must turn in all school equipment checked out in clean condition. If this is done, the participant will not be restricted from current school activity programs. If the participant does not follow the procedures, he/she will leave campus after school is over and not be allowed into activity programs until the correct procedures have been followed. Athletes who have quit a sport improperly will not be allowed to start the next sport until they have properly cleared the sport they quit with the coach in charge.

PUBLIC CONDUCT ON SCHOOL PROPERTY

Spectator Conduct

District Regulation, provides specific rules for dealing with spectator conduct of non-student fans in order to prevent unsportsmanlike conduct of such fans, including verbal abuse toward officials, coaches, and other spectators as well as any other actions deemed disruptive or unruly.

The principal and his/her designee(s) will deal and enforce appropriate spectator conduct. These individuals will have the authority to remove or arrange for the removal of such disruptive individuals. Such removal should be accompanied by verbal or written direction that the person(s) is not to return to campus without assuring the principal, in writing, of a guarantee that such misconduct will not be repeated. Refusal to do so would allow the principal to ban the person(s) from future games or other school events.

SAHUARITA MIDDLE SCHOOL
STUDENT ACTIVITES HANDBOOK

STUDENT ACKNOWLEDGEMENT FORM

I have read and understand the policies and guidelines presented in the Sahuarita Middle School Student Activity Handbook. I also understand that any violation of these policies will result in disciplinary action, which could include dismissal from a school team or activity.

Student _____ Date _____

PARENT/GUARDIAN ACKNOWLEDGEMENT FORM

I/We have read and discussed with our son/daughter the policies and guidelines presented in the Sahuarita Middle School Student Activity Handbook. I/We understand that any violation of these policies will result in disciplinary action that could include dismissal from a school team or activity.

In addition, I/we give our permission for _____ to participate in organized interscholastic athletics, realizing that such activity involves the potential for injury that is inherent in all sports. I/We acknowledge that even with the best coaching, use of the most advanced protective equipment, and strict observance of rules, injuries are still a possibility. On rare occasions, the injuries can be so severe as to result in total disability, paralysis, quadriplegia, or even death.

I/We acknowledge that I/we have read and understand this warning.

Parent/Guardian _____Date _____

Return this form to the coach or activity sponsor prior to the start of competition /performance and when all necessary signatures are obtained.

Thank you!