



DIRECTIONS FOR COMPLETION OF STUDENT ATHLETIC/ACTIVITIES PARTICIPATION PACKET

The student and parent/guardian must complete and submit a new packet prior to participation in each sport or activity, and **attention to timelines is essential**. Each packet contains the following components:

- REQUIRED STUDENT INFORMATION FOR PARTICIPATION IN ATHLETICS/ACTIVITIES (Salmon)
- CONCUSSION INFORMATION & ATHLETE/PARENT SIGNATURE SHEET
- COMPLETE & SIGN PSD ATHLETICS ATTENDANCE POLICY (White)
- WIAA SCHOOL ELIGIBILITY CHECKLIST (Lavender)
- WIAA PREPARTICIPATION HISTORY AND PHYSICAL EXAMINATION (White)
(A form provided by the health care provider's office may be substituted.)
- **SPORT-SPECIFIC SAFETY GUIDELINES (Buff)

STUDENT AND PARENT/GUARDIAN RESPONSIBILITY

1. Student obtains packet from the school Athletic/Activities Department or on the PSD Website/forms on-line
2. Student and parent/guardian complete and sign all forms where indicated.
3. If a health concern has been indicated on the REQUIRED STUDENT INFORMATION FOR PARTICIPATION IN ATHLETICS/ACTIVITIES (salmon color) form, student and/or parent/guardian must see the school nurse to obtain and attach copies of required medication form(s) and/or school health care plan(s) **before** submitting completed packet to Athletic/Activities Department.
4. Student presents REQUIRED STUDENT INFORMATION FOR PARTICIPATION IN ATHLETICS/ACTIVITIES (salmon color) form to bookkeeper and obtains initials indicating financial requirements are met.
5. Student submits completed packet to Athletic/Activities Department. If any part of packet is incomplete, entire packet will be returned to student for completion.
6. Student receives the REQUIRED STUDENT INFORMATION FOR PARTICIPATION IN ATHLETICS/ACTIVITIES (salmon color) form from the Athletic/Activities Department with "STUDENT CLEARED TO PARTICIPATE BY" signed and dated in the ATHLETIC/ACTIVITIES DEPARTMENT ONLY box. Student gives the form to the coach/advisor at or before first practice.

NOTE: **SPORT-SPECIFIC SAFETY GUIDELINES (Buff) are required for athletics only.

ATHLETIC/ACTIVITIES DEPARTMENT STAFF RESPONSIBILITY

1. Staff has participation packets available for students to pick up. (Safety guidelines attached.)
2. Staff reviews and processes submitted packets in a timely manner.
3. Staff returns entire packet to student if any part is incomplete.
4. Staff signs and dates "STUDENT CLEARED TO PARTICIPATE BY" in the ATHLETIC/ACTIVITIES DEPARTMENT ONLY box on the REQUIRED STUDENT INFORMATION FOR PARTICIPATION IN ATHLETICS/ACTIVITIES (salmon color) form and gives it to the student.

COACH/ADVISOR RESPONSIBILITY

1. Coach/Advisor will not allow student to participate until the student has submitted the REQUIRED STUDENT INFORMATION FOR PARTICIPATION IN ATHLETICS/ACTIVITIES (salmon color) form with "STUDENT CLEARED TO PARTICIPATE BY" signed and dated in the ATHLETIC/ACTIVITIES DEPARTMENT ONLY box.
2. Coach/Advisor keeps all completed REQUIRED STUDENT INFORMATION FOR PARTICIPATION IN ATHLETICS/ACTIVITIES (salmon color) forms in a notebook on site for the duration of the activity.