

**OAK PARK HIGH SCHOOL ATHLETIC DEPARTMENT**

**THIS INFORMATION SHEET OUTLINES THE PROCEDURES  
TO BE FOLLOWED WHEN SIGNING UP FOR A SPORT**

(Please call the Athletic Office at 818-735-3303 or 818-735-3301 if you have questions.)

**There are usually two days designated prior to each season for Athletic Clearance.**

1. The first day is a completion of PRELIMINARY CLEARANCE (see below), which is required of all students before they are allowed to try-out for a sport.
2. The second day is a completion of FINAL CLEARANCE (see below), which is ONLY for students who will actually be carried on the team roster.

**Any athlete who fails to clear either portion (preliminary or final) will receive a 2-contest sanction for each clearance date missed. An athlete may have another individual walk his/her forms through clearance at the designated times listed below.**

**PRELIMINARY CLEARANCE**

At the time of the PRELIMINARY Athletic Clearance you will need to have the following:

UPDATED ATHLETIC ACTIVITY CERTIFICATE (PHYSICAL FORM) - This will be sufficient for all sports for one calendar year. Needs to clear student through entire season.

EMERGENCY MEDICAL CARD – A new card needs to be submitted for each sport/season. Cards cannot be transferred from one sport or season to another. **Please note: Because the coach DOES NOT receive a copy of the physical form, make sure to add all health issues and medications to the Blue Emergency Card.**

**FINAL CLEARANCE**

**After teams have been selected and rosters determined,** coaches will bring their team to the scheduled, FINAL stage of clearance. At this time, each athlete will need the following:

Their **SPORTS PACKET, IN ITS ENTIRETY**, completed and signed, including

- ACKNOWLEDGMENT AND ASSUMPTION OF POTENTIAL RISK – This will be sufficient for all sports for one school year.
- OPHS/CIF CODE OF ETHICS/CO-CURRICULAR CODE – This will be sufficient for all sports for one school year.
- RESIDENTIAL ELIGIBILITY - This will be sufficient for all sports for one school year.
- ELIGIBILITY – We will check grades at the time of final clearance. This will be done each season/sport.
- CONCUSSION and CARDIAC INFORMATION SHEETS
- TRANSPORTATION/ASB/ABC DONATIONS – 2 separate checks please: see the worksheet below  
Transportation Donation - Paid each sport/season. This donation is structured per sport, per season. \$200/1<sup>st</sup> sport, \$180/2<sup>nd</sup> sport & \$160/3<sup>rd</sup> sport. Payment schedules are available.  
Assoc. Student Body Donation (“ASB”) – Paid once each school year. If this has been purchased either separately or as “Eagle Combo” (includes a yearbook), have student bring receipt or ID card as proof at time of clearance. *Check website for dollar amount.*  
Athletic Booster Club Donation – Paid once each school year; this is your membership to the Athletic Boosters Club. Annual basic membership is \$50; for more information about Eagle & Platinum membership levels, [click here.](#)

Worksheet for Athletic Donations	
Transportation & ASB donations:	Athletic Booster Club (ABC) Membership:
Transportation (\$200 1 <sup>st</sup> sport, \$180 2 <sup>nd</sup> sport, \$160 3 <sup>rd</sup> sport) \$_____	Athlete’s families are encouraged to join the Athletic Booster Club. Three membership levels are available. A basic membership is \$50 per family, once a year.
ASB _____	<i>Check payable to</i>
Total amount <i>Check payable to OPHS</i> \$_____	<i>OPHS Athletic Booster Club (ABC) \$_____</i>

Any request for supplies or donations toward the purchase of supplies, materials, equipment, field trips, programs, etc. is completely voluntary under the law in California public schools. Required fees may not be charged for participation in educational activities and students may not be discriminated against or denied participation for not providing “donations” or “fees” to the school. For further information and legal references you can visit our website: <http://www.oakparkusd.org/donationsguidelines>

**STUDENTS MUST HAVE COMPLETED PRELIMINARY CLEARANCE (PHYSICAL FORM AND EMERGENCY CARD) IN ORDER TO TRY-OUT OR PRACTICE --- NO EXCEPTIONS!!**

**OAK PARK HIGH SCHOOL  
CODE OF ETHICS CONTRACT FOR PARTICIPATION IN  
CO-CURRICULAR ACTIVITIES**

Co-curricular activities are an integral part of the school's total educational program. All school activities, curricular and extra-curricular, in the classroom and on the playing field, must be congruent with the school's stated goals and objectives established for the intellectual, physical, social and moral development of its students.

When Oak Park students participate in co-curricular activities, they represent not only themselves, but also their families and our school and community. **They are expected to display appropriate and acceptable standards of sportsmanship and behavior, including but not limited to, 24 hours a day, seven days a week, 365 days a year – on and off the field, in and out of school, including nights and weekends, in or out of the season of sport or activity, including summer break and school vacations.** They are further expected to do everything in their power **to not be involved with or present** at functions where any prohibited activities are taking place.

1. Place academic achievement as the highest priority. This includes maintaining a 2.0 GPA with no "F"s in all subjects during the preceding marking period and during the season of sport/activity. Eligibility will be checked at the quarter and semester report card times. Students with 2.0 and one "F" may petition for probation. Scholastic probation may be granted to a student only once in his/her high school career.
2. Attendance – Students must attend ALL periods the day of any co-curricular activity in order to participate in that activity, practice, contest or performances. Exceptions must be cleared by an administrator. Truancy from any class or classes will result in suspension from the next contest/activity. Students on disciplinary suspension will not be allowed to participate in practices/ games during the period of suspension.
3. No athlete/participant may quit one co-curricular activity and go out during the same season for another.
4. Show respect for teammates, opponents, officials, coaches and all other participants.
5. Respect the integrity and judgment of activity officials.
6. Exhibit fair play, sportsmanship and proper conduct on and off the playing field.
7. Refrain from the use of profanity, vulgarity and other offensive language and gestures.
8. Adhere to the established rules and standards of the activity.
9. Respect all equipment and use it safely and appropriately. Students are financially responsible for all equipment checked out to him/her. All equipment must be returned in a timely manner. A delinquent account will result in a "hold" on transcripts, report cards, yearbooks, and/or diplomas.
10. Know and follow all school rules, and CIF rules and regulations as they pertain to eligibility and sports participation.
11. Win/perform with character, and face challenges with dignity.
12. Athlete/participants must travel to and from contests in transportation provided for and arranged by the school. Any exception to this is rare and must be approved by an administrator at least 48 hours in advance.
13. Refrain from participation in hazing. Hazing is defined as any behavior that is physically, emotionally, or psychologically abusive to an individual, or selected group of individuals, for the purpose of gaining entrance or acceptance into an established group.
14. Refrain from the use of alcohol, tobacco, illegal and non-prescriptive drugs, anabolic steroids or any substance to increase physical development or performance that is not approved by the United States Food and Drug Administration, Surgeon General of the United States or American Medical Association.
15. Refrain from being arrested or cited for any misdemeanor or felony at school or in the community.

I understand that a participant will be immediately suspended from the co-curricular activity if he/she exercises poor judgment and acts in an irresponsible manner as outlined above. This suspension will remain in force until the coaching staff and administration has had time to conduct an investigation and determine an appropriate consequence. I further understand that since I have been put on notice of these conduct guidelines by the staff that any violation may result in suspension or removal from all-co-curricular activity for up to one calendar year from the date of the incident, in addition to other administrative actions.

With my signature below, I acknowledge that I understand the expectations of Oak Park High school regarding my personal conduct and that this contract is applicable, including but not limited to, 24 hours a day, seven days a week, 365 days a year. **I am expected to display appropriate and acceptable standards of sportsmanship and behavior – on and off the field, in and out of school, including nights and weekends, in or out of the season of sport or activity, including summer break and school vacations.** I pledge to live by the contents of this contract.

Name of Student: \_\_\_\_\_ Date \_\_\_\_\_  
(Please print)

Signature of Student: \_\_\_\_\_

As a parent, I support the efforts of Oak Park High school to encourage and enforce proper standards of conduct for my child. With my signature below, I acknowledge that I understand the expectation of Oak Park High school regarding my son/daughter and pledge to support the contents of this contract.

Name of Parent: \_\_\_\_\_ Date \_\_\_\_\_  
(Please print)

Signature of Parent: \_\_\_\_\_



OAK PARK HIGH SCHOOL  
Concussion Information Sheet

**What can happen if my child keeps on playing with a concussion or returns to soon?**

Athletes with the signs and symptoms of concussion should be removed from play immediately. Continuing to play with the signs and symptoms of a concussion leaves the young athlete especially vulnerable to greater injury. There is an increased risk of significant damage from a concussion for a period of time after that concussion occurs, particularly if the athlete suffers another concussion before completely recovering from the first one. This can lead to prolonged recovery, or even to severe brain swelling (second impact syndrome) with devastating and even fatal consequences. It is well known that adolescent or teenage athlete will often under report symptoms of injuries. And concussions are no different. As a result, education of administrators, coaches, parents and students is the key for student-athlete's safety.

**If you think your child has suffered a concussion**

Any athlete even suspected of suffering a concussion should be removed from the game or practice immediately. No athlete may return to activity after an apparent head injury or concussion, regardless of how mild it seems or how quickly symptoms clear, without medical clearance. Close observation of the athlete should continue for several hours. The new CIF Bylaw 313 now requires implementation of long and well-established return to play concussion guidelines that have been recommended for several years:

“A student-athlete who is suspected of sustaining a concussion or head injury in a practice or game shall be removed from competition at that time and for the remainder of the day.”

**and**

“A student-athlete who has been removed may not return to play until the athlete is evaluated by a licensed health care provider trained in the evaluation and management of concussion and received written clearance to return to play from that health care provider”.

You should also inform your child's coach if you think that your child may have a concussion Remember its better to miss one game than miss the whole season. And when in doubt, the athlete sits out.

For current and up-to-date information on concussions you can go to:

<http://www.cdc.gov/ConcussionInYouthSports/>

\_\_\_\_\_  
Student-athlete Name Printed

\_\_\_\_\_  
Student-athlete Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent or Legal Guardian Printed

\_\_\_\_\_  
Parent or Legal Guardian Signature

\_\_\_\_\_  
Date

**OAK PARK HIGH SCHOOL**  
**Concussion Information Sheet**

A concussion is a brain injury and all brain injuries are serious. They are caused by a bump, blow, or jolt to the head, or by a blow to another part of the body with the force transmitted to the head. They can range from mild to severe and can disrupt the way the brain normally works. Even though most concussions are mild, **all concussions are potentially serious and may result in complications including prolonged brain damage and death if not recognized and managed properly.** In other words, even a “ding” or a bump on the head can be serious. You can’t see a concussion and most sports concussions occur without loss of consciousness. Signs and symptoms of concussion may show up right after the injury or can take hours or days to fully appear. If your child reports any symptoms of concussion, or if you notice the symptoms or signs of concussion yourself, seek medical attention right away.

**Symptoms may include one or more of the following:**

- |  |  |
|--|--|
| <ul style="list-style-type: none"><li>• Headaches</li><li>• “Pressure in head”</li><li>• Nausea or vomiting</li><li>• Neck pain</li><li>• Balance problems or dizziness</li><li>• Blurred, double, or fuzzy vision</li><li>• Sensitivity to light or noise</li><li>• Feeling sluggish or slowed down</li><li>• Feeling foggy or groggy</li><li>• Drowsiness</li><li>• Change in sleep patterns</li></ul> | <ul style="list-style-type: none"><li>• Amnesia</li><li>• “Don’t feel right”</li><li>• Fatigue or low energy</li><li>• Sadness</li><li>• Nervousness or anxiety</li><li>• Irritability</li><li>• More emotional</li><li>• Confusion</li><li>• Concentration or memory problems (forgetting game plays)</li><li>• Repeating the same question/comment</li></ul> |
|--|--|

**Signs observed by teammates, parents and coaches include:**

- Appears dazed
- Vacant facial expression
- Confused about assignment
- Forgets plays
- Is unsure of game, score, or opponent
- Moves clumsily or displays incoordination
- Answers questions slowly
- Slurred speech
- Shows behavior or personality changes
- Can’t recall events prior to hit
- Can’t recall events after hit
- Seizures or convulsions
- Any change in typical behavior or personality
- Loses consciousness



## **PARENT REVIEW FORM**

### **Athlete/Parent/Guardian Sudden Cardiac Arrest Symptoms and Warning Signs Information Sheet and Acknowledgement of Receipt and Review Form**

#### **What is sudden cardiac arrest?**

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

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

There are about 300,000 cardiac arrests outside hospitals each year. About 7,000 patients under 25 die of SCA each year.

#### **Are there warning signs?**

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

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

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

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

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

**Sudden Cardiac Arrest Prevention Act (the Act)**

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

*Information about SCA symptoms and warning signs.*

Every student-athlete and their parent or guardian must read and sign this form. It must be returned to the school before participation in any athletic activity. A new form must be signed and returned each school year.

Schools may *also* hold informational meetings. The meetings can occur before each athletic season. Meetings may include student-athletes, parents, coaches and school officials. Schools may also want to include doctors, nurses and athletic trainers.

*Removal from play/return to play*

Any student-athlete who has signs or symptoms of SCA must be removed from play. The symptoms can happen before, during or after activity. Play includes all athletic activity.

Before returning to play, the athlete must be evaluated. Clearance to return to play must be in writing. The evaluation must be performed by a licensed physician, certified registered nurse practitioner or cardiologist (heart doctor).The licensed physician or certified registered nurse practitioner may consult any other licensed or certified medical professionals.

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

\_\_\_\_\_  
Signature of Student-Athlete

\_\_\_\_\_  
Print Student-Athlete's Name Date

\_\_\_\_\_  
Signature of Parent/Guardian

\_\_\_\_\_  
Print Parent/Guardian's Name Date