



Abington Heights School District

222 Noble Road, Clarks Summit, PA 18411

Phone: (570) 585-5300

We are please that you have indicated a desire to participate in the Inter-Scholastic Sports Program sponsored by the Abington Heights School District.

Prior to participating the student athlete and their parent/guardian need to accomplish 4 things:

1. The potential athlete must receive a physical examination by an Authorized Medical Examiner and complete the PIAA Comprehensive Initial Pre-Participation Physical Evaluation (CIPPE) Form. Sections 1-4 of the CIPPE form must be filled out and turned in to the coach or athletic office prior to participating in tryouts or practices. Students seeking to participate in subsequent sports in the same school year will need to complete Section 5 of the CIPPE form and turned in to the coach or athletic office before beginning their second or third sport of the school year.
2. Parent/guardian must sign the medical insurance section indicating whether or not the student athlete is covered by medical insurance and that you have been informed of the Districts insurance coverage. Medical insurance carrier information needs to be entered in section 1 of the CIPPE form.
3. Sign the Student-Athlete Authorization/Consent Form for Disclosure of Protected Health Information.
4. Sign agreement to the Code of Conduct.

PIAA Comprehensive Initial Pre-Participation Physical Evaluation (CIPPE) Form

The CIPPE form is available online and in the High School and Middle School offices. You will need to take the CIPPE form with you when you get your physical examination, so the Authorized Medical Examiner can complete section 4 of the form.

Abington Heights School District Medical Insurance Information

The purpose of this section is to briefly explain to you the plan highlights and proper procedures for filing a sports related claim with our current carrier, United States Fire Insurance Company, Eatontown, NJ.

Plan Highlights

Each child enrolled in the Abington Heights School District will receive a brochure offering the parents the opportunity to purchase either a school time or 24 hour accidental injury medical plan of PRIMARY COVERAGE in which benefits are payable for covered expenses from the FIRST DOLLAR, NO DEDUCTIBLE, NO COINSURANCE, PAYING ADDITION AND WITHOUT REGARD TO PAYMENTS BY OTHER INSURANCE. Benefits may be payable for a maximum of 52 weeks up to \$250,000.00 medical maximum. First \$15,000 of benefits provided according to schedules.

In addition, Abington Heights has purchased a total Inter-Scholastic sports package which covers accidental injuries including all sports, band, majorettes and cheerleaders, which are basically the same benefits with two major exceptions:

- (1) The maximum benefit payable under our Inter-Scholastic sports package is \$1,000,000. The maximum benefit under the voluntary student accident program is \$250,000.
- (2) The Inter-Scholastic sports package is a **primary excess** insurance policy which means that:
 - a.) In the event of an injury the expenses above \$100 must be submitted to the parent's insurance company or HMO and further benefits under our plan are provided on an excess basis.
 - b.) Benefits are payable for a maximum of 104 weeks, and if the parent declares no other insurance, the District and our carrier assume full liability to the maximum of the benefit schedule.

In summary, under our program, if your child is injured, coverage ceases after the first \$100 of expenses are paid and reactivated in if there are remaining expenses after the parents insurance has paid or if there is no other insurance along the schedule of benefits.

Claim Procedure

In the event your child is injured while participating in an Inter-Scholastic sports activity and it becomes necessary for medical attention, a claim must be filed. Your child will receive, from the appropriate school official, a printed claim form. The top portion of the form will be filled out by the school official and then must be filled out by the doctor and the parent and sent to the insurance company. It is imperative that the form be immediately filed, even if a doctor's bill is not immediately available, to open a file on the child with the carrier. Only one claim form is necessary per injury regardless of whether or not more than one doctor or hospital treated the child. Additional and specific instructions may be found on the claim form. If you have any questions regarding the claims procedure, please do not hesitate to contact the athletic trainer at 585-5308; or our broker of record, A-G Administrators, Inc at (800) 752-2008.

Please sign the signature page at the end of this document indicating whether you have or do not have insurance or medical assistance and that you have read and understand our benefits package.

Health Insurance Portability and Accountability Act (HIPPA)

Federal legislation was passed in April 2003, regarding how patient medical information is communicated. The Health Insurance Portability and Accountability Act (HIPPA) contains regulations that establish standards to protect security of health information, specifically oral and written health information collected or maintained by health care providers.

In order for team physicians and athletic trainers or other health care providers to release any patient information, a signed authorization/consent is required. The authorization/consent will allow team physicians and athletic trainers to disclose medical information to coaches, school officials, and athletic directors on a "need to know" basis. This will insure the safety of the athlete while participating in school sports, as well as establish a communication channel for school officials to stay abreast of an athlete's playing status and medical condition. It is stressed that medical information shared between medical providers, coaches and school officials is confidential information and will not be shared to those outside these positions.

Please take a moment to read and complete the authorization/consent form on the signature page. By completing the authorization/consent form, you are authorizing the team physician and athletic trainers of the Abington Heights School District to release information regarding you son/daughters injury/illness to other Abington Heights School District officials.

ABINGTON HEIGHTS SCHOOL DISTRICT EXTRA-CURRICULAR CODE OF CONDUCT

The Extra-Curricular Code of Conduct has been established to assure that all participants in extra-curricular activities represent the Abington Heights School District and the Abington Heights Community in a positive and distinguished manner. This Extra-Curricular Code of Conduct is a twelve month policy and pertains to any student that is involved in extra-curricular activities including, but not limited to athletics, marching band, student council, and all other school-organized activities outside of the normal school day.

RULES AND REGULATIONS

1. Students must be in attendance at school for at least four periods in order to be eligible to participate in after school practices, competitions or performances on that day. Students leaving school early due to illness and students absent from school due to an illness are not allowed to participate in any extra-curricular activity after school on that day. Students with excused late arrivals must arrive no later than 11:30 a.m. and must attend four class periods to be eligible to participate in an after school extra-curricular activity.
2. Specific team or club rules will be determined by the coach or advisor and will be approved by the Athletic Director and/or Principal. These are to include, but are not limited to, rules governing attendance at practice sessions, games, and performances. When developed, these rules will be kept on file in the office of the Director of Athletics for all athletic activities, and in the Principal's Office for all other activities.
3. Profane and obscene language will not be tolerated. The use of profane and obscene language during, practice sessions, athletic contests, or performances by a student will result in disciplinary action by the coach or advisor. Disciplinary action taken by the coach or advisor may lead to suspension or removal from the activity for repeat offenders.
4. Unless an acceptable excuse is given to the coach or advisor, any student who quits an activity before the end of the season shall be ineligible to participate in any extra-curricular activity again during the time that activity is in session. If, after trying out for an activity within a two-week period, a boy or girl wishes to leave the activity, the coach or advisor must be consulted. With the permission from the Athletic Director or Principal, the student may try out for another activity.
5. The student is responsible for all school equipment issued to them. Students are expected to treat the equipment with proper care and return all items promptly at the end of the season. Any equipment not returned, or equipment altered beyond regular use, will be recorded as an obligation and shall be paid for by the student or his/her parent/guardian(s).
6. All students must travel to and from all activities with the coach or advisor unless permission is granted to do otherwise by the Coach, Athletic Director, Advisor or Principal. Students who do not travel with the squad without proper permission, will be subject to two week suspension from the activity they are involved in.
7. At activities outside of Abington Heights, students are the guests of the host schools. Proper conduct is expected which reflects a positive image of the Abington Heights School District.
8. Proper dress is expected of all students participating extra-curricular activities. Coaches and advisors will set the standard of dress for individual activities.
9. Officials are selected because of training and experience. Student athletes should realize that officials are honest in their intent. Athletes are reminded that officials are in complete charge of an event. Athletes should not challenge the decision of the official. Violations of sportsmanlike conduct will result in consequences for students, the team and the entire athletic program.

10. Abington Heights School District stresses sound principles for healthful living. Prohibition on the use of drugs, alcohol, tobacco products, chewing tobacco, steroids, stealing, vandalism, hazing or gross misconduct apply to all students participating in extra-curricular activities. The twelve month Extra-Curricular Code of Conduct mandates the disciplinary actions listed below for any student violating this policy. Any student participating in extra-curricular activities who is present at an event where drugs/alcohol are being used illegally will be considered in violation of this policy.

The penalty for a first violation of the extra-curricular code of conduct for drinking, smoking, use of chewing tobacco, steroids, misconduct in or out of school, or possession of alcohol, drugs or tobacco products, will result in a two week extra-curricular activity suspension. A student suspended from extra-curricular activities due to a first offense violation is not allowed to attend practice, or attend any contests or performances for the duration of the suspension. This includes contests or performances that are held outside of The Abington Heights School District. A suspended student MAY NOT join an activity for the purpose of serving a suspension and then quit the activity. Any student that is required to serve a two week suspension for a first offense violation must complete the entire season in order for the suspension to be fulfilled. Students who are suspended from an extra-curricular activity will be ineligible to receive school awards other than participation certificates/letters.

If a student violates the extra-curricular code of conduct by drinking, smoking, chewing tobacco or possession of alcohol, drugs or tobacco products, steroids or performing acts of misconduct for a second time, the athlete will be suspended from all extra-curricular activities for a period of one complete season. The High School Principal may extend the suspension of the second violation to one calendar year for violations that are similar in nature to the first offense violation. For the purpose of this extra-curricular code of conduct, the definition of a complete season is twelve weeks from the date of the second violation, and a calendar year is defined as one full year from the date of the second violation.

The use or possession of drugs/steroids on school property, distribution of drugs/steroids, hazing or gross misconduct are considered major offenses and will require major disciplinary action. Violations of this type will result in suspension beyond the two-week period for a first offense and may be considered severe enough to have a student removed from an activity entire season. A summary of the discipline for the violation of the above will be as follows:

1st offense (Grades 7-12) 2 week suspension

2nd offense (Grades 7-12) Suspension for one full 12 week season

3rd offense (Grades 7-12) Permanent suspension from all extra-curricular activities

The final decision concerning the action taken regarding the aforementioned violations will be made by the High School Principal.

To the Parents,

The Abington Heights Extra-Curricular Code of Conduct has been designed to assure that all students participating in extra-curricular activities are representing the Abington Heights School District and Abington Heights community in a positive and dignified manner. Your son/daughter is considering the pursuit of excellence in clubs and activities beyond the normal school day. The Abington Heights School District strongly believes in the overall development of our students. This includes physical, moral, ethical, and intellectual development. This growth may be obtained with your encouragement to be the best at all times. A statement made and honored will give that direction. As interested parents, we ask that you assist us to make this possible.

Students Name: _____ Grade: _____ Birthday: _____

Abington Heights School District Athletic Participation - Signature Page

Insurance Information

I do / do not (circle one) have insurance or medical assistance, either through my employer or privately, which would pay for any injury my child would incur as a result of participation in the Inter-Scholastic sports program sponsored by the Abington Heights School District. I also certify that I have read and understand the information supplied to me in writing regarding the insurance program provided by the Abington Heights School District for the Inter-Scholastic sports program of this District. Under penalty of law, all information provided by me on this form and PIAA CIPPE form is correct and true.

Parent/Guardian Signature: _____ Date: _____

Student Athlete Authorization/Consent Form for Disclosure of Protected Health Information

I hereby authorize the athletic trainers and other health care personnel representing Abington Height School District to release information regarding the student-athlete's protected health information and related information regarding any injury or illness during the student-athlete's training for and participation in athletics at Abington Heights School District. I further understand that it is at my request to comply with the requirement of his/her school and the release of protected health information to a coach, athletic director or school official in connection with participation in interscholastic sports. This protected health information may concern the student-athlete's medical status, medical condition, injuries, prognosis, athletic participation status, and related personally identifiable health information. This protected health information may be released to other health care providers, team physicians and/or medical clinics and laboratories, athletic coaches, medical insurance coordinators, athletic and/or school administrators, chaplains and/or clergy members, and officials of the Pennsylvania Interscholastic Athletic Association.

I, _____, parent or guardian of _____, student athlete, understands that as a parent/guardian give authorization/consent for the disclosure of the student athlete's protected health information is a condition for participation as an interscholastic athlete at Abington Heights School District for the purpose of the undersigned student athlete to participate in interscholastic sports. I understand that my protected health information may be protected by the federal regulations under the Health Information Portability and Accountability Act (HIPPA) and, if so, may not be disclosed without either parent/legal guardian authorization under HIPPA. This authorization/consent expires upon graduation. I understand my rights, as described herein:

- I may revoke this authorization at any time by notifying the Abington Heights School District's Athletic Director in writing. My letter must be hand-delivered or mailed to the school.
- A revocation will not affect any uses or disclosures that the school made before it received my revocation.
- If I request it, I may see a copy the health information described on this form.
- The information that is used or disclosed pursuant to this authorization may be subject to re-disclosure by the recipient and may no longer be protected by HIPPA. I have the right to seek assurances from the above-named entities or individuals authorized to receive the information that they will not re-disclose the information to any other party without my further authorization.

Parent/Guardian Signature: _____ Date: _____

Extra-Curricular Code of Conduct

As a participant in extra-curricular activities in the Abington Heights School District, I will strive to give the very best possible. I will uphold the Extra-Curricular Code of Conduct and hereby agree to observe all the rules, with the understanding that the violation of any rules subjects me to penalization as stated in the code. I further agree to observe all general school rules while participating in or attending school practices, contests, or performances.

Parent/Guardian Name

Student Athlete's Name

Parent/Guardian Signature

Student Athlete's Signature