



2021-2022

ATHLETIC HANDBOOK FOR PARENTS AND ATHLETES

**A Guide to Citizenship Standards,
Participation Pledge for Extracurricular
Activities, Athletic Insurance and NCAA
Requirements**

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Introduction

The purpose of the Halifax County Schools' *Athletic Handbook for Parents and Athletes* is to inform parents and athletes of the policies governing athletics.

This booklet contains information on:

- ❖ Citizenship Standards/Participation Pledge for Extra-Curricular Activities
- ❖ Insurance
- ❖ NCHSAA Rules and Policies including the Eligibility Falsification Penalty
- ❖ Athletic Participation/Parental Consent Form/NCHSAA Physical Examination Form
- ❖ Collegiate Eligibility Requirements
- ❖ NCAA Core Courses
- ❖ Team Policies and Sports Specific Information
- ❖ Student Pledge and Parental Statement of Understanding
- ❖ Grade Point Average Policy– 1.5 GPA (Grade Point Average)
- ❖ Transportation – Use of Personal Vehicle
- ❖ Halifax County Schools Concussion Policy

The parental pre-season meeting will address the following topics:

- ❖ Insurance Coverage and Claims Handling
- ❖ NCHSAA Rules
- ❖ Athletic Participation and Parental Consent
- ❖ Physical Examination
- ❖ NCAA Requirements
- ❖ Academic Eligibility
- ❖ Injury Treatment and Return to Practice
- ❖ Sports Specific Information
- ❖ Grade Point Average Policy – 1.5 GPA (Grade Point Average)
- ❖ Training Expectations
- ❖ Concussion Management

If you have questions concerning this handbook or the preseason meetings, contact your child's school or Mr. Medicus Riddick, CAA Coordinator of Athletics at 252-586-4125.

**High School Athletic Program
2021-2022**

Season	Boys	Girls
FALL	*Football Cross Country	Volleyball Cross Country *Cheerleading
WINTER	*Basketball	*Basketball *Cheerleading
SPRING	*Baseball Track & Field	*Softball Track & Field

*Indicates varsity and junior varsity programs

School	Principal	Athletic Director	Phone Number
Northwest	Steve Hunter	Donald Ford	451-4121
Southeast	Lykisa McCoy	James Vines	445-2027

Office of Athletics

Coordinator: Mr. Medicus Riddick, CAA
Telephone Number: 252-586-4125
Fax Number: 252-586-6240

Dr. Eric Cunningham, Superintendent of Schools

Web Address: www.halifax.k12.nc.us
NCHSAA Web Address: www.nchsaa.org

***Middle School Athletic Program
2021-2022***

<i>Season</i>	<i>Boys</i>	<i>Girls</i>
FALL	Football	Volleyball Cheerleading
WINTER	Basketball	Basketball Cheerleading
SPRING	Baseball Track	Softball Track

School	Principal	Athletic Director	Phone Number
Davie	Bryan Biles	Delmeshia Jones	252-519-0300
Enfield	Linda Cooper	Dontrell Powell	252-445-5455

Coordinator: Mr. Medicus Riddick, CAA
Telephone: 252-586-4125
Fax Number: 252-586-6240

Web Address: www.halifax.k12.nc.us

July 2021 – June 2022
Calendar of Events

August

2 HS Fall Sports Begin
8/2-8/22 Begin Fall Dead Period (HS)
9 MS Fall Sports Begin
23 First Day of School

September

6 Labor Day

October

15 MS Winter Sports Begin
15 End of 1st Quarter

November

1 HS Winter Sports Practice Begin
11/1-11/21 Winter Dead Period
11 Veterans Day
25-26 Thanksgiving Holidays

December

13-17 Dead Period
17 End of 2nd Quarter
20-31 Winter Holidays

January

5 Return to School
5 Beginning of 3rd Quarter
17 Martin Luther King Day

February

1 MS Spring Sports Begin
14 HS Spring Sports Begin
2/14-3/6 Spring Dead Period

March

17 Beginning of 4th Quarter

April

18-22 Spring Break

May

16-27 Dead Period
27 Last Day for Students
31 Memorial Day

June

1-3 Workday for Teachers

July

4-17 Summer Dead Periods

HALIFAX COUNTY SCHOOLS

MIDDLE SCHOOL ATHLETICS BY SEASON 2021-2022 SCHOOL YEAR

FALL

Football	August 9 th – November 15 th
Volleyball (Girls)	August 9 th – November 15 th
Sideline Cheerleading	August 9 th – November 15 th

WINTER

Basketball (Boys/Girls)	October 15 th -March 1 st
Sideline Cheerleading	October 15 th -March 1 st

SPRING

Baseball	February 1 st - May 27 th
Softball	February 1 st - May 27 th
Track (Boys)	February 1 st – May 27 th
Track (Girls)	February 1 st – May 27 th

Halifax County Schools Mission

The mission of Halifax County Schools is to create a supportive and positive learning environment to address the needs of the whole-student in partnership with educators, staff, parents and communities.

Halifax County Schools Vision

Halifax County Schools will focus on the needs of the students by empowering them to be successful global residents.

Athletic Department Philosophy

The goal of the athletic program is to provide a variety of experiences to enhance the development of positive qualities, values and attitudes that will prepare our students for life.

The athletics program will act as an extension of the over-all educational experience of the student-athletes. The athletics program will be conducted in accordance with existing school and school board policies, rules, and regulations. Preparing, striving and working hard to win is a part of any game and there is nothing wrong with being proud and happy with a win. However, the number one goal is the **growth** and **development** of the student-athlete and this objective should never be superseded by winning.

Participants and responsible adults involved in school board approved extracurricular activities are expected to demonstrate the same level of responsibility and behavior at practice and competitions as is expected in the classroom. The school board further encourages the development and promotion of sportsmanship, ethics and integrity not only for athletes but also for administrators, adult supervisors, parents, fans, spirit groups and support/booster groups.

North Carolina High School Athletic Association: Students must meet all eligibility requirements as established by the North Carolina High School Athletic Association (NCHSAA).

Halifax County Schools: Students must meet all eligibility rules set forth by Halifax County Schools. In some instances, Halifax County Schools rules may be more stringent than the NCHSAA rules.

School Board Policies: Students must abide by all rules and regulations set forth by the School Board of Halifax County.

Eligibility

Eligibility Requirements

To be eligible for tryouts, practice, or participation in interscholastic athletic contests, a player must meet all North Carolina High School Athletic Association (NCHSAA) and Halifax County School System (HCS) eligibility requirements and policies:

Age

- Must not participate if he/she becomes 19 years of age on or before August 31 of the current school year.
- HCS requires students to be in attendance 85% of the previous semester. HCS requires the athlete to be present the entire day in order to participate in activities or practices.

Academics

- A student, upon first entering grade nine (9), is academically eligible for competition on high school teams. All requirements must be met the first semester (fall) in order for the student to be eligible for athletic participation the second semester (spring).
- Must meet promotion requirements at their school to be eligible for the fall semester.
- Must earn passing grades in five subjects, or three for block schedule, or six if on an A/B form of scheduling, during each semester in order to be eligible for participation during the succeeding semester. Seniors must meet this requirement in order to participate in athletics during the spring sports season of their senior year. HCS also requires a cumulative overall grade point average of 1.5 or above.
- Students who are classified as EC and other students whose eligibility must be determined according to applicable federal and state laws, will be examined on an individual basis if they fall below the 1.5 average. Only the superintendent or his designee will grant waivers. EC students who request a waiver must make standard progress in those courses taken, as determined by the student's IEP.

Enrollment

- Must participate at the school to which he or she is assigned by the local board of education based on the residence of the parent or legal custodian within the administrative unit. The athlete must live with the parents or legal custodian. Legal custodian is a person or agency awarded legal custody of a child by a court of law.
- A student who transfers from one NCHSAA member school to another NCHSAA member school in a different LEA (charter schools and private schools are their own LEA) after initial enrollment or participation, must sit 365 days from the date of transfer. Hardships may be granted by NCHSAA.

Medical Examination

- Must receive a medical examination once every 395 days by a duly licensed physician, nurse practitioner, or physician's assistant.
- Must be released by a licensed physician if absent from athletic practice for five or more days due to illness or injury.
- Athlete and Parent/Legal Custodian must read the Concussion Information Sheet and sign the Concussion Statement.

Other NCHSAA Requirements

- Must not participate at the high school level for a period lasting longer than eight consecutive semesters beginning with the student's first entry into grade nine or participation on a high school team.
- Must not participate at the high school level for more than four seasons in that sport (one season per year).
- Must not be convicted of a felony in this or any other state, or adjudicated as a delinquent for an offense that would be a felony if committed by an adult in this or any other state.
- May not play, sit on the bench, or practice if ineligible.
- To maintain amateur status, the athlete must not accept money or awards having utilitarian value. balls).
Must not have signed a professional contract, played on a junior college team or be enrolled and attending class in college.

Other HCS Policy

- May not participate at a second school in HCS in the same sport season.
- Students granted a voluntary transfer away from the base or assigned school shall not participate in athletic activities for 365 days

Substance Abuse

Students selected to participate in extracurricular activities may not consume alcohol, tobacco, illegal drugs or banned sports performance enhancing drugs at any time. Students may not violate the provisions of the Halifax County Schools “Participation Pledge.” This pledge applies during non-school events as well as in school and during school-sponsored activities.

Team Activity Rules:

Each coach is responsible for establishing team/activity rules. These rules will be distributed and discussed with participants and parents. Students who do not comply with the team/activity rules may forfeit their opportunity to participate.

In-School Suspension:

Students assigned to in-school suspension may participate in extracurricular activities if they meet all requirements of the in-school suspension. In-school suspensions must be reported to the coach, who may choose to take additional action.

Out-of-School Suspension:

Students suspended from school will not be permitted to participate in extracurricular activities or attend any school-sponsored activity during time of suspension. At the discretion of the coach, more severe action, including dismissal, might be administered.

Court Disciplinary Action:

School officials will suspend a student from participating in extracurricular activities who has been charged with any felony or a misdemeanor/felony involving alcohol, illegal drugs, weapons, or violence until disposition of the charges. The participants **MUST** report the incident to the coach. The

coach will present the facts to the administrator who will determine eligibility.

Any student convicted of a felony or a misdemeanor/felony involving alcohol, drugs, weapons, or violence will be ineligible to participate for one year from time of conviction.

Alternative Educational Setting:

Any student who receives a placement in an alternative educational setting because of disciplinary action must complete one semester or its equivalent in his/her home school before becoming eligible for NCHSAA athletics/activities and middle school activities.

For Middle School Appeal:

The principal of the home school will contact the middle school principal via email to request a panel review. The parent and student will be required to attend the panel review. The review panel will consist of the 2 middle school principals, teacher and coordinator of athletics. The panel will hear the request for reinstatement in person, and make an immediate decision at the completion of the panel review. The presenting principal will not cast a vote for the reinstatement. A majority vote is needed to reinstate the student. The three-member panel's decision is final, and no other appeal will be reviewed for that individual student during the first semester of their return. The student will also have to qualify for reinstatement under the same academic guidelines as all other student athletes in Halifax County Schools.

For High School Appeal:

The principal of the home school will contact the high school principal via email to request a panel review. The parent and student will be required to attend the panel review. The review panel will consist of the 2 high school principals, teacher and coordinator of athletics. The panel will hear the request for reinstatement in person, and make an immediate decision at the completion of the panel review. The presenting principal will not cast a vote for the reinstatement. A majority vote is needed to reinstate the student. The three-member panel's decision is final, and no other appeal will be reviewed for that individual student during the first semester of their return. The student will also have to qualify for reinstatement under the same academic guidelines as all other student athletes in Halifax County Schools.

Policy On Sex Discrimination:

Halifax County Schools does not discriminate on the basis of sex in its educational programs and activities. Any complaints of an alleged Title IX violation of the Education Amendments of 1972 will be investigated. Title IX states:

“No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any educational program or activity receiving Federal Financial Assistance.”

Students, parents, or school employees who believe they have been discriminated against on the basis of sex may file a complaint in accordance with all applicable federal and state laws and Halifax County Schools Policies and Regulations (Policies 1725/4035/7236.)

Procedures For Filing Title IX Complaint:

Informal Procedure: Discuss your problem/complaint with the person against whom the problem/complaint is directed. You may seek advice or the services of other parties within the school in attempting to resolve the problem/complaint informally.

Formal Procedure: Submit your complaint in writing to the principal. He/she should make every effort to resolve the matter as quickly as possible, utilizing all available resources within the school system. Should the complaint involve the principal, you may decide to file your complaint with the Title IX Coordinator (Director of Operations).

Appeal Procedure: If the complaint is not resolved according to the formal procedure, you may file an appeal to the Title IX Coordinator. Such appeals must be submitted in writing within five days from the date of the principal's decision.

Travel Within the Tar Roanoke Conference:

Halifax County Schools Transportation Department will not provide transportation outside the Tar Roanoke Conference without the permission of the director of transportation.

Citizenship Standards/Participation Pledge for Extracurricular Activities

Participation in extracurricular activities is dependent upon compliance with all applicable NCHSAA rules, school board, conference, and middle school team regulations. These activities are defined as events, which do not fall within the scope of the regular curriculum and are officially recognized and sanctioned by the School Board. Students do not receive academic credit. Performing groups that receive academic credit, i.e. band and chorus are not included within this policy.

Purpose

To provide a minimum citizenship standard among all Halifax County Schools (including middle schools) for participation.
To encourage the importance of a sense of responsibility to the community.
To foster good citizenship among participants.
To recognize those students who have demonstrated the ability to comply with the standards of participation.

Sanctions

Violation of the Citizenship Standards/Participation Pledge by any NCHSAA team member will result in mandatory disciplinary action by the school's coach or administration.

Consequences for violation of the Citizenship Standards/Participation Pledge are separate and apart from those that may be administered by school officials under Halifax County Schools policy, NCHSAA rules, Tar Roanoke Conference rules, and the "Code of Student Conduct Handbook."

Appeal Procedure

Students and/or parents/guardians may appeal actions taken pursuant to this policy. The coach, in conjunction with the athletic director, may suspend students from activities. After having given them the right to be heard, the suspension may be appealed to the principal.

Decisions rendered under this policy may not be appealed beyond the principal. The principal's decision will be final. The administration will send a written decision to the parent/guardian within two days of the appeal hearing.

Participant's Pledge

A precondition of his/her participation in extracurricular activities, students must sign the "Participation Pledge." The signature on the pledge indicates a commitment to abide by the conditions of _____ High School's extracurricular participation policy and to remain free of alcohol, tobacco, and illegal drugs. The parent's signature on the pledge indicates that the parents have read and understood the pledge.

Definitions

Extracurricular Activities. Those events that do not fall within the scope of the regular curriculum and are sanctioned by the School Board of the County of Halifax, students do not receive credit.

Co-Curricular Activities. Activities that are outside of the classroom but complement the regular curriculum. Students receive grades for activities, such as band and chorus.

May. As used in this policy statement, indicates the act of granting or denying permission.

Might. As used in this policy statement, indicates the possibility of action being taken.

Halifax County Schools Hazing Policy

Code of Student Conduct – Students shall not recklessly or intentionally endanger the health or safety of a student or students or inflict bodily harm on a student or students in connection with or for the purpose of initiation, admission into or affiliation with or as condition for continued membership in a team, club, organization, association or student body.

Students should be reminded that the State of North Carolina has anti-hazing statutes that if found guilty may provide punishment related to being guilty of a misdemeanor or felony.

REGULATION OF STUDENT-ATHLETE CONCUSSIONS DURING EXTRACURRICULAR ACTIVITIES

I. Introduction

Halifax County Schools will utilize the following procedures regarding the identification and handling of suspected concussions in student-athletes to ensure that student-athletes who sustain concussions are properly diagnosed, given adequate time to heal, and are comprehensively supported until they are symptom free.

II. Definitions

Concussion - a brain injury that is characterized by an onset of impairment of cognitive and/or physical functioning, and is caused by a blow to the head, face or neck, or a blow to the body that causes a sudden jarring of the head (i.e., a helmet to the head, being knocked to the ground). A concussion can occur with or without a loss of consciousness, and proper management is essential to the immediate safety and long-term future of the injured individual. A concussion can be difficult to diagnose, and failing to recognize the signs and symptoms in a timely fashion can have dire consequences.

Licensed health care provider (LHCP) means a physician, physician assistant, or athletic trainer licensed by the North Carolina Board of Medicine; a neuropsychologist licensed by the Board of Psychology; or a nurse practitioner licensed by the North Carolina State Board of Nursing.

Return to play means participate in a nonmedically supervised practice or athletic competition.

III. Prerequisites to Participation in Extracurricular Athletic Activities

A. Annual Review of Concussion Information

1. In order to participate in any extracurricular athletic activity, each student-athlete and the student-athlete's parent/ guardian must review annually concussion information provided by the Halifax County Schools. Among other things, the concussion information will describe the short- and long-term health effects of concussions.

2. After reviewing the concussion information, each student-athlete and the student-athlete's parent/guardian must sign a statement acknowledging receipt and review of the concussion information.
3. The signed statements acknowledging the receipt of concussion management training materials will be valid between May 1st – June 30th of the subsequent year, and will satisfy the concussion management training requirements for all of a student-athlete's extracurricular physical activities during that period.

IV. Response to Suspected Concussion

A. Signs of Concussion

1. Appears dazed or stunned
2. Is confused about assignments
3. Forgets instruction
4. Is unsure of the game, score, or opponent
5. Moves clumsily
6. Answer questions slowly
7. Loses consciousness (even briefly)
8. Shows changes in mood, behavior, or personality
9. Cannot recall events prior to hit or fall
10. Cannot recall events after hit or fall

B. Symptoms of Concussion

1. Headache
2. Nausea or vomiting
3. Balance problems or dizziness
4. Sensitivity to light
5. Sensitivity to noise
6. Feeling sluggish, hazy, foggy, or groggy
7. Concentration or memory problems
8. Confusion

C. Mandatory Removal From Activity Upon Suspicion of Concussion

1. When a coach, athletic trainer, or team physician suspects that a student-athlete has sustained a concussion or brain injury in either a practice session or a game, the school official must remove the

student-athlete from the activity immediately. School officials must not allow such student-athlete to return to play that same day.

2. School officials must not allow a student-athlete removed from play because of a suspected concussion or brain injury to return to play until:
 - a. A Licensed Athletic Trainer, and a concussion specialist has evaluated the student-athlete; and,
 - b. School officials receive a written clearance to return to play from the LHCP and physician.
 - c. A Licensed Athletic Trainer has completed the Halifax County Schools Concussion Clearance Checklist.

D. Evaluation of Student-Athlete with Suspected Concussion

1. When a student-athlete is removed from play because of a suspected concussion or brain injury, a LHCP or properly trained individual, if available, will evaluate the student-athlete at the time of injury utilizing the Sideline Concussion Assessment Tool (SCAT5, or ChildSCAT3 if 12 or under). The SCAT measures immediate neuro-cognitive effects, records symptoms, and assesses orientation, memory, concentration, delayed recall, balance and coordination of the injured student-athlete.
2. The determination of whether a student-athlete removed from play is suspected of having sustained a concussion will be the sole determination of the LHCP or other properly trained individual. Such determination is final and may not be overruled by another LHCP or other properly trained individual, coach, assistant coach, school staff, or other person serving in a coaching or advisory role, the student-athlete, or the parent/guardian of the student-athlete.
3. The coach of a student-athlete may elect not to return the student-athlete to play, even if after the concussion sideline assessment it is determined that the student-athlete is no longer suspected of having sustained a concussion.

V. **ACADEMIC ACCOMMODATIONS DURING RECOVERY FROM CONCUSSION**

- A. The academic needs of a student-athlete who has sustained a concussion may need to be accommodated during recovery from the injury. School principals must be informed when a student-athlete has sustained a concussion.

1. Upon receiving confirmation that a student-athlete has sustained a concussion, the school's athletic trainer must advise the school principal of the injury. The school's principal will then notify student-athlete's guidance counselor and teachers of any accommodations that are required during the student-athlete's recovery period.
2. When a student-athlete's concussion symptoms appear after an athletic event, while out of the presence of school officials, the parent/guardian of the student-athlete must advise the principal of the concussion and any accommodations the student requires during the recovery period.

VI. Protocol for Return to Play

- A. No student-athlete will be allowed to participate in any athletic event, practice session or training on the same day he/she is injured when he/she:
 1. Exhibits signs, symptoms or behaviors attributable to a concussion; or
 2. Has been diagnosed with a concussion.
- B. No student-athlete will be allowed to return to participation in an athletic event, practice session or training on the days after he/she sustains a concussion unless all of the following conditions have been met:
 1. The student-athlete no longer exhibits signs, symptoms or behaviors consistent with a concussion, at rest or with exertion;
 2. The student-athlete is asymptomatic during, or following periods of supervised exercise that is gradually intensifying, and he/she has undergone a post injury neurocognitive data, at the discretion of the LHCP, to determine whether the student-athlete is ready to proceed to final stage of the Graduated Return to Play Guidelines;
 3. The student-athlete must complete successfully all stages of the Graduated return To Play Protocol after he/she has been diagnosed with a concussion;
 4. A Licensed Athletic Trainer completes concussion clearance checklist including written medical release which certifies that (i) the Licensed Athletic Trainer is aware of the current medical guidance on concussion evaluation and management; (ii) the student athlete no longer exhibits signs, symptoms or behaviors consistent with a concussion at rest or with exertion; and (iii) that the student-athlete

successfully completed all stages of the Graduated Return to Play Protocol; and

5. All Halifax County Schools student-athletes (high school and middle school) with a suspected concussion must have a written clearance to return to play issued by a physician who is trained in concussion management.
- C. The coach of a student-athlete may elect not to allow a student-athlete to return to extracurricular physical activities, even after the production of written medical release from the student-athlete's LHCP, if the coach observes signs and symptoms of sports-related concussions. If the student-athlete's coach makes such a decision, the coach will communicate the observations and concerns to the student-athlete's parent or guardian within one day of the decision not to allow such student-athlete to return to extracurricular physical activities.

VII. Helmet Replacement and Reconditioning

- A. All helmets used in school athletic activities must conform to the National Operations Committee on Standards for Athletic Equipment ("NOCSAE") and certified as conforming by the manufacturer at the time of purchase.
Reconditioned helmets that have been purchased must be recertified as conforming to the NOCSAE by the reconditioning company.

VIII. Training Required for Personnel and Volunteers

- A. Halifax County Schools ensures that school staff, coaches, athletic trainers, team physicians, volunteers, parents and student-athletes will receive current concussion management training and education annually regarding the following matters:
 1. Recognizing the signs and symptoms of a concussion;
 2. Strategies to reduce the risk of concussions;
 3. Obtaining proper medical treatment for student-athletes suspected of having a concussion; and
 4. Safely returning student-athletes to an athletic event, practice session or training.

- B. In its annual concussion management training and education, Halifax County Schools will utilize materials and resources that are obtained from nationally recognized sources.
- C. The Coordinator of Athletics will ensure that concussion management training is current and consistent with best practice protocols.
- D. The athletic directors at each school will maintain a written record of the names and dates of completion for all persons that received the annual concussion management training mandated under this Concussion Management Policy and Regulation.
- E. Each school will ensure that no person is allowed to coach or advise a student-athlete in any practice session, game, or competition that has not completed the school's concussion management training within the previous twelve months.

North Carolina High School Athletic Association Eligibility Falsification Penalty

If a student or his/her parent(s) or guardian(s) gives false information, written or verbal, that affects his/her eligibility upon entering and/or during his/her eight semesters of eligibility, the student shall become ineligible at any NCHSAA school for a period of one year from the date the information is certified as being false.

Athletic Participation Insurance

Each year millions of youngsters benefit from participation in interscholastic sports nationwide. Halifax County Schools is no exception and has developed a proud tradition of offering its students the opportunity to compete in most major sports.

Although extremely infrequent, serious injuries and death can occur, especially in the contact sports. This threat necessitates that the school system provide a reasonable level of accident insurance for all participants. Today, however, no available policy fully covers every contingency. Therefore, it is of the utmost importance that each parent or guardian understand the scope of School Board insurance protection and weigh the risk prior to releasing their youngster to participate.

Coverage under the Halifax County Schools program is characterized as "full excess coverage." It is secondary to existing health or accident coverage.

Below is information summarizing the NCHSAA's Student-Athlete Catastrophic Accident insurance. At the Spring 2021 meeting of the Board of Directors, it was approved that the NCHSAA will assume payment for catastrophic insurance premiums on behalf of member schools as a membership benefit. Schools will still need to submit data to the Association office for coverage purposes.

Contact the insurance broker for the NCHSAA, Marsh & McLennan Agency, LLC:

Russell James, Consultant at 919-719-9582

or russell.james@marshmma.com

Arlene Nunn, Account Manager at 919-719-9588

or arlene.nunn@marshmma.com

Coverage Highlights

- 12-month policy
- Catastrophic Insurance provides coverage from \$ 25,000 paid medical expenses up to \$5 million
- Who is covered – All interscholastic High School student-athletes, team managers, trainers, school health professionals, cheerleaders, student participants, coaches and student trainers at Covered Events, and school personnel supervising NCHSAA student services programs at **Covered Activities**.
- **Covered Activities** – Covered Activities means interscholastic competition that is authorized, sanctioned or scheduled by the Policyholder or by the state high school athletics authority, including school supervised practice, game-related activity, and related **Travel**.
 - **Travel** means team or group travel arranged and supervised by the school to or from any **Covered Activity**.
- Insurance includes coverage for fighting injuries to the NON-AGGRESSOR insured.

Accident Exclusions

- A loss will not be a Covered Loss if it is caused by, contributed to, or results from:
 - Suicide or any attempt at suicide or intentionally self-inflicted injury or attempt an intentionally self-inflicted injury.

- War or any act of war, whether declared or undeclared.
- Involvement in any type of military service.
- Illness or disease, regardless of how contracted; medical or surgical treatment of illness or disease; or complications following the surgical treatment of illness or disease.
- Participation in the commission or attempted commission of any felony, or illegal occupation.
- Parasailing, bungee jumping, heli-skiing, scuba diving or any other extra-hazardous activity.
- Being intoxicated which is recognized if the level of alcohol in his/her blood exceeds the amount at which a person is presumed, under the law of the locale in which the accident occurred, to be intoxicated, if operating a motor vehicle
- Being under the influence of any prescription drug, controlled substance or hallucinogen, unless prescribed by a Physician and taken in accordance with the prescribed dosage.
- Travel or flight in any aircraft except as a fare-paying passenger on a regularly scheduled charter or commercial flight.
- Alcoholism, drug addiction or the use of any drug or controlled substance except as prescribed by a licensed medical provider operating within the scope of his/her authority.
- Any condition for which the Insured is paid benefits under any Workman's Compensation Act or similar law.
- The Insured rising in or driving any type of motor vehicle as part of a speed contest or scheduled race, including testing such vehicle on a track, speedway, or proving ground.
- This coverage is paid in excess of benefits paid by other insurance. Our accident insurance carrier coordinates the claim adjustment process with any underlying carrier.
- Report any potential Catastrophic claim to Russell James at Marsh & McLennan (contact info above).
- REMEMBER, BENEFITS ARE LIMITED AND ARE NOT INTENDED TO PAY 100%.
- Please see the claim form below if you need to file a claim.
- It is the parent's responsibility to fill out the claim form completely.
- A claim form must be signed by a school official.
- The Master Policy is provided to the NCHSAA and contains all of the provisions, limitations, exclusions, and qualifications of your insurance benefits. The Master Policy is the contract and will govern and control the payment of benefits.

NOTE

The insurance company reserves the right to modify accident benefits in accordance with School Board Policy without additional notification to parents. Therefore, verification of coverage on any claim remains the sole responsibility of the parent or guardian.

Student Athletic Accident Claims Procedure

(If your child is injured, he/she must pick up an insurance form.)

1. The school nurse/athletic trainer will complete the injury information section of the Claims of Injury Form.
2. The school nurse/athletic director will give the signed form to the injured student- athlete, parent or guardian.
3. The parent/guardian must take the Notification of Injury Form with them to the emergency room, physician's office or dentist's office, so the physician/dentist can fill out the medical section of the document. The parent/guardian must keep a copy of the Notification of Injury Form to submit to the carrier.
4. The parent/guardian will receive billing statements from the hospital, physician or dentist. After bills are received, mail the Notification of Injury Form and billing statements to the claims department (address is on the top of the form). Keep a copy of the form and billing statements for your record.

If you have your own insurance policy, you will follow the same procedure but will submit documentation to your insurance company. If your insurance company does not fully cover the cost of medical treatment, you may submit a Notification of Injury Form after your insurance company has paid their part.

5. The parent/guardian will be responsible for submitting the Notification of Injury Form and billing statements to claims and paying all bills not paid by the insurance company.
6. In the event of catastrophic injury in which medical expenses exceed the primary limit the parent should contact the NCHSAA and complete the appropriate claim forms. The NCHSAA can be contacted by telephone at 919-240-7401
7. Parents should contact the school athletic director if they encounter any problems associated with payment or medical expenses arising out of athletic injuries. Should the school officials be unable to resolve problems arising out of a medical claim of an insured athletic injury, you should call the Halifax County Schools director of Risk Management and safety at 252-583-5111.

Athletics

Ninth graders are encouraged to try out for high school sports. All fall sports begin August, winter sports begin in November, and spring sports begin in February. Middle school students (6th, 7th, 8th graders) are encouraged to try out for each sport or activity that is offered in each middle school. Fall sports for middle school students begin 10 days before students return back to school (August 9, 2021), Winter sports begin October 15, and Spring Sports begin February 1. Each student must have a physical before participating in the Halifax County Schools sports program. The physical may be given by the student's own doctor or by a doctor contracted by the high school or middle school. All valid physicals must be dated after May 1, 2021 – June 30, 2022.

All student athletes and parents **must** go through a concussion information session prior to the start of their season. Each student and parent **must** sign a concussion consent letter prior to the student athletic practicing or trying out for a team.

For rising ninth graders to be eligible for senior high school athletics, he or she must be enrolled and reside within the school's attendance zone. Once in high school, a high school student must have passed five courses during the preceding semester with a minimum 1.5 GPA after the ninth grade.

NCAA Freshman-Eligibility Standards Quick Reference Sheet

KNOW THE RULES: Visit www.eligibilitycenter.org

Core Courses

- **NCAA Division I requires 16 core courses as of August 1, 2008.** This rule applies to any student first entering any Division I college or university on or after August 1, 2008. See the chart for the breakdown of this 16 core-course requirement.
- **NCAA Division II requires 14 core courses.** See the breakdown of core-course requirements. Please note, Division II will require 16 core courses beginning August 1, 2013.

Test Scores

- **Division I** has a sliding scale for test score and grade-point average. The sliding scale for those requirements is shown later in this section.
- **Division II** has a minimum SAT score requirement of 820 or an ACT sum score of 68.
- The SAT score used for NCAA purposes includes **only** the critical reading and math sections. **The writing section of the SAT is not used.**
- The ACT score used for NCAA purposes is a **sum** of the four sections on the ACT: English, mathematics, reading and science.
- **All SAT and ACT scores must be reported directly to the NCAA Eligibility Center by the testing agency. Test scores that appear on transcripts will not be used. When registering for the SAT or ACT, use the Eligibility Center code of 9999 to make sure the score is reported to the Eligibility Center.**

Grade Point Average

- Only core courses are used in the calculation of the grade-point average.
- **Be sure** to look at your high school's list of NCAA-approved core courses on the Eligibility Center's Web site to make certain that courses being taken have been approved as core courses. The Web site is www.ncaaclearinghouse.net.
- **Division I** grade-point-average requirements are listed later in this section.
- **The Division II** grade-point-average requirement is a minimum of 2.000.

Division I 16 Core-Course Rule

16 Core Courses:

- 4 years of English.
- 3 years of mathematics (Algebra 1 or higher)
- 2 years of natural/physical science (1 year of lab if offered by high school).
- 1 year of additional English, mathematics or Natural/physical science.
- 2 years of social science.
- 4 years of additional courses (from any area above, foreign language or nondoctrinal religion/philosophy).

Division II 14 Core-Course Rule

14 Core Courses:

- 3 years of English.
- 2 years of mathematics (Algebra 1 or higher)
- 2 years of natural/physical science (1 year of lab if offered by high school).
- 2 year of additional English, mathematics or Natural/physical science.
- 2 years of social science.
- 3 years of additional courses (from any area above, foreign language or nondoctrinal religion/philosophy).

PLEASE NOTE: Beginning August 1, 2013, students planning to attend an NCAA Division II institution will be required to complete 16 core courses.

OTHER IMPORTANT INFORMATION

Division II has no sliding scale. The minimum core grade-point average is 2.000. The minimum SAT score is 820 (verbal and math sections only) and the minimum ACT sum score is 68.

14 core courses are currently required for Division II. However, beginning 2013, students will be required to complete 16 core courses.

16 core courses are required for Division I.

The SAT combined score is based on the verbal and math sections only. The writing section will not be used.

SAT and ACT scores must be reported directly to the Eligibility Center from the testing agency. Scores on transcripts will not be used.

Students enrolling at an NCAA Division I or II institution for the first time need to also complete the amateurism questionnaire through the Eligibility Center Web site. Students need to request final amateurism certification prior to enrollment.

For more information regarding the rules, please go to www.eligibilitycenter.org

Please call the NCAA Eligibility Center if you have questions: Toll-free number: 877/262-1492.

**NCAA DIVISION I SLIDING SCALE
CORE GRADE-POINT AVERAGE/TEST-SCORE**

New Core GPA/Test Score Index

Core GPA	SAT Verbal and Math ONLY	ACT
3.550 & Above	400	37
3.525	410	38
3.500	420	39
3.475	430	40
3.450	440	41
3.425	450	41
3.400	460	42
3.375	470	42
3.350	480	43
3.325	490	44
3.300	500	44
3.275	510	45
3.250	520	46
3.225	530	46
3.200	540	47
3.175	550	47
3.150	560	48
3.125	470	49
3.100	580	49
3.075	590	50
3.050	600	50
3.025	610	51
3.000	620	52
2.975	630	52
2.950	640	53
2.925	650	53
2.900	660	54
2.875	670	55
2.850	680	56
2.825	690	56
2.800	700	57

Core GPA	SAT Verbal and Math ONLY	ACT
2.775	710	58
2.750	720	59
2.725	730	59
2.700	730	60
2.675	740-750	61
2.650	760	62
2.625	770	63
2.600	780	64
2.575	790	65
2.550	800	66
2.525	810	67
2.500	820	68
2.475	830	69
2.450	840-850	70
2.425	860	70
2.400	860	71
2.375	870	72
2.350	880	73
2.325	890	74
2.300	900	75
2.275	910	76
2.250	920	77
2.225	930	78
2.200	940	79
2.175	950	80
2.150	960	80
2.125	960	81
2.100	970	82
2.075	980	83
2.050	990	84
2.025	1000	85
2.000	1010	86

Frequently Asked Questions Regarding NCAA Initial-Eligibility Legislation

1. When should a student register with the NCAA Eligibility Center?

Students should register with the eligibility center after the completion of their junior year in high school. At this time, a transcript that includes six semesters of grades should be sent to the eligibility center from the high school. Additionally, students should request all SAT or ACT test scores be forwarded directly to the eligibility center by entering code “9999” as a reporting selection when they register for the exam.

2. How are students prioritized for processing at the eligibility center?

Students who have their status requested by an NCAA institution are prioritized by the eligibility center for processing. Students with disabilities and students who individually request a preliminary status report will also be prioritized. If a student’s eligibility status is not prioritized in one of these three ways, the eligibility center may not process the student’s file. Please note, academic certification and amateurism certification are separate processes; therefore, decisions may not be rendered at the same time for each area.

3. How is the NCAA core-course grade-point average different from a student’s overall grade-point average?

The NCAA core-course grade-point average is calculated using only NCAA-approved core courses in the required core academic areas (e.g., English, mathematics, natural or physical science, social science). High school grade-point averages generally include the grades from most or all courses attempted in grades nine through 12. Please check your high school’s list of NCAA-approved core courses for more information.

4. May weighted grades for honors or advanced placement courses be factored into the calculation of the student's core-course grade-point average?

A school's normal practice of weighting honors or advanced courses may be used as long as the weighting is used for computing grade-point averages. Weighting cannot be used if the high school weights grades solely for the purpose of determining class rank. Additionally, in no instance may the student receive greater than 1.000 additional quality point for purposes of calculating the core-course grade-point average for initial eligibility. It is the responsibility of the high school to provide the weighted grading scale to the eligibility center.

5. What options are available for a student to appeal an eligibility center "Final" Not Certified" decision?

Students who do not meet the initial-eligibility standards may be granted a waiver of their deficiency through the NCAA initial-eligibility waiver process. NCAA academic committees are vested with the authority to authorize waivers of initial-eligibility requirements based on objective evidence that demonstrates circumstances that may warrant a waiver of the normal application of the legislation. The waiver may only be filed by an NCAA institution (college or university) on behalf of the student. Additionally, there is a waiver process for a student who needs a core course that was approved after the student's graduation and needs to be retroactively applied to a student's NCAA initial-eligibility certification. Either the high school or NCAA institution may contact the eligibility center to begin the "48-H Waiver" process. This particular waiver is done through the eligibility center.

6. May courses taken in the eighth grade that are high school core courses (e.g., Algebra I, Spanish I, Freshman Composition) be used to meet the core-course requirements?

Yes, courses taken in the eighth grade that are high school core-course requirements, provided the eighth grade courses

appear on the student's high school transcript and receive high school graduation credit.

7. May students use courses taken after high school graduation?

Generally, students who enroll in an NCAA Division I institution may use only courses completed in grades nine through 12 or the international equivalent as specified in the NCAA Guide to International Academic Standards for athletics eligibility to meet the NCAA core-curriculum requirements. If a student graduates from high school within the core-curriculum time limitation (e.g., in a student's first eight semesters or 12 quarters), he or she may use one core course, completed in the year after graduation (summer or academic year), but not later than the end of the academic year immediately after the high school graduation date of the student's class. Students enrolling in Division II institutions and students with disabilities (enrolling in either Divisions I or II) may use core courses taken after high school graduation to meet the NCAA core-curriculum requirements, provided the courses are completed before full-time enrollment in a college or university.

8. Are vocational courses acceptable?

Traditional vocational courses are not acceptable. These include courses such as agriculture, auto mechanics, accounting and health. The core-course review instructions (located on the High School Review Administration main page) explain in detail the NCAA's requirements for a core course.

9. May courses taken by a high school student at a local college be used to meet the core-course requirements?

College courses may be used to satisfy core-curriculum requirements if the courses are accepted and awarded graduation credit by the high school for any student and meet all other requirements for core courses. For NCAA Division I only, such courses must be placed on the student's high school transcript. Courses taken at a college will not appear

on the high school's list of NCAA-approved core courses. The high school's list of NCAA-approved core courses will include only those courses taught or offered by the high school.

10. Does a student with a disability have to submit information to the eligibility center to document their disability?

Students with disabilities may receive accommodations in order to meet NCAA initial-eligibility requirements. To receive the accommodations, the student's disability must be documented. In Division I only, if a student uses approved core courses taken after the eighth semester of high school (including courses taken in the summer after high school graduation) and before initial full-time collegiate enrollment, certain documents must be submitted to the eligibility center. Those documents are: (1) a current signed copy of a professional evaluation report that states the diagnosis of the student's disability; and (2) a copy of the student's Individualized Education Plan (IEP), Individual Transition Plan (ITP) or Section 504 Plan or statement that relates to accommodations received by the student with the disability.

11. May students with a diagnosed disability use courses that are designated for students with a disability to meet NCAA core-course requirements?

Students with appropriately diagnosed disabilities may use courses for students with disabilities for the purpose of meeting NCAA core-course requirements. Courses for students with disabilities must appear on the high school's list of NCAA-approved core courses (i.e., designated on the high school's list with an "=" sign) in order for a student to receive NCAA credit for the course.

12. Does the prohibition against special education, remedial or compensatory courses apply to students with disabilities?

No. In order for courses designated for students with disabilities to be approved, the course must be substantially comparable, qualitatively and quantitatively, to an NCAA-

approved core course offered in that academic area. Also, the course must be placed on the high school's list of NCAA-approved core courses.

13. What if a student's final high school transcript contains an error or the student has grade changes that are not included on the final transcript mailed to the eligibility center?

Once the eligibility center has received all required documentation, including a final high school transcript with proof of graduation for a student, they are able to produce a final certification report. If a high school forwards a revised final transcript to the eligibility center, the eligibility center will not be able to use the changes to issue a revised final certification report. Instead, any changes to a student's final high school transcript must be approved through the initial-eligibility waiver process (see question No. 5 for more information about the waiver process). Therefore, it is very important that final transcripts are checked for accuracy before being sent to the eligibility center.

14. May courses taken at high school "A" be accepted if they appear on high school "B's" transcript?

No. High school "B" may provide the eligibility center with an official copy of high school "A's" transcript, but courses from one high school cannot be accepted on another high school's transcript.

15. May courses taught via nontraditional methods (i.e., independent study, Web based, correspondence courses) be used to meet the core-course requirements?

Students may use courses taught via nontraditional methods to satisfy the core-curriculum requirements provided certain criteria are met. If approved, these courses appear on the high school's list of NCAA-approved core courses. The core-course requirements will explain in detail the NCAA's requirements for nontraditionally taught courses, which include the

requirement that nontraditional courses be placed on the student's home (or graduating) high school transcript.

16. How is my core-course grade-point average calculated?

Your core-course grade-point average may be calculated using your best grades from the required minimum number of core courses that meet the core-course distribution requirements. Core courses beyond the required minimum may be used to meet the core-course grade-point average if the distribution requirements are met.

17. How are courses taken over two years counted?

A course that is normally taught in one year but spread over a longer period of time (i.e., two years, three semesters) is considered as one course and would receive a maximum of one core-course credit. A core course may never receive more than one unit of credit.

18. Where can I find a list of my high school's approved core courses?

Each high school's list of approved core courses may be found by linking to the eligibility center Web site at www.ncaaclearinghouse.net.

19. May computer science courses be used to meet the core-course requirements?

Effective for students first entering a collegiate institution on or after August 1, 2005, computer science courses may not be used to meet the core-course requirements.

To determine the status of documents sent or to check on your eligibility status, contact:

**NCAA Eligibility Center
Certification Processing
P.O. Box 7136
Indianapolis, IN 46207-7136
877/262-1492 (customer service)
317/223-0799
www.ncaaclearinghouse.net**

Eligibility Center Services

NCAA Eligibility Center mailing address:

NCAA Eligibility Center
P.O. Box 7136
Indianapolis, IN 46207

NCAA Eligibility Center overnight mailing address:

NCAA Eligibility Center
1802 Alonzo Watford Sr. Drive
Indianapolis, IN 46202

Customer service hours – 11 a.m. to 5 p.m. Eastern Time Monday through Friday.

Toll-free phone number (U.S. callers) – Customer service line –
877/262-1492

Phone number (international callers) – Customer service line –
317/223-0700

Fax number: 317/968-5100

NCAA Amateurism Certification

In response to the NCAA membership's concerns about amateurism issues related to both international and domestic prospective student athletes, President Myles Brand has authorized the creation of a centralized amateurism certification process.

The NCAA Eligibility Center will include an amateurism certification section that will be used to determine the amateur status of domestic and international freshman and transfer prospective student athletes initially enrolling at NCAA Divisions I and II member institutions on or after August 1, 2007. [In NCAA Division III, certification of an individual's amateurism status is completed by each institution.

Prospective student athletes must complete the amateurism questionnaire when they register with the Eligibility Center.

Registering with the Eligibility Center

Prospective student athletes may register with the Eligibility Center via the Internet at the beginning of their junior year in high school. As part of the amateurism certification process, each prospective student athlete will be asked to answer several questions regarding his or her sports-participation history. Early registration with the Eligibility Center and the completion of the athletics participation questions will allow institutions to have preliminary information regarding a prospective student athlete's amateurism status, which will promote consistency in the recruiting process. Final certifications of amateur status will occur at the end of the prospective student athlete's senior year of high school or approximately two to three months prior to initial full-time enrollment at an NCAA Division I or II institution.

Certification of NCAA Divisions I and II Amateurism Rules

Amateurism certification will not cover all areas of NCAA Bylaw 12. Institutions will be responsible for determining the amateur status of prospective student athletes for the areas of the amateurism bylaws not covered by the amateurism certification process. In addition, institutions will be responsible for certifying compliance for all amateurism bylaws during the time period between the student-athlete's request for final amateurism certification and his or her initial enrollment at an NCAA institution.

Selected amateurism rules to be certified by amateurism certification include:

- Contracts with a professional team (Division I);
- Salary for participating in athletics (Division I);
- Prize money above actual and necessary expenses (Division I);
- Play with professionals (Division I);
- Tryouts, practice or competition with a professional team (Division I);
- Benefits from an agent or prospective agent (Divisions I and II); and
- Organized-competition rule (Divisions I and II).

Team and Sport Specific Information

Each sport has its unique requirements and risks. To ensure your understanding of these requirements prior to your child's participating in the sport, the school conducts a mandatory parent meeting before the beginning of practice for each sports season.

In addition to meeting the physical and academic requirements and completing the required paperwork, each athlete must follow the specific rules and regulations governing each sport. A clear understanding ensures a cooperative relationship among athletes, parents, and coaches. Each coach discusses the unique aspects of the particular sport he/she coaches.

If you have questions regarding a particular sport, contact your child's school.

Use of Personal Vehicle for Transportation

When teams need to travel to practices or games, Halifax County Schools recommends that a request be made through Halifax County Schools Transportation Department.

If a team member or volunteer desires to use their personal vehicle for transportation, they must file with the athletic director, the "*Volunteer Driver Information Form*" prior to travel. On next page is a copy of the "*Volunteer Driver Information Form*."

HALIFAX COUNTY SCHOOLS
Volunteer Driver Information Form

Re: _____
(School activity for which your vehicle is to be used)

Dear Volunteer Driver:

Halifax County Schools appreciates you providing your automobile to assist in the transport of students involved in this school-sponsored activity. While we are grateful, we are also deeply committed to general safety of our students during such activities and must emphasize safety. We cannot overly stress the importance of abiding by all traffic laws and encourage you to pay particular attention to the problems associated with overloading the vehicle, failing to require seat belt use, and speeding. Your responsible action and good defensive driving will ensure the safety of this endeavor.

It is requested that you provide the school with the following information so that proper recordkeeping can be achieved.

To be eligible to volunteer you should have insurance coverage with at least \$50,000.00 per occurrence and \$100,000.00 combined single limit protection. Does your insurance meet this standard? ____Yes ____No

Registered owner of the vehicle: _____

Home/office phone number: _____

Licensed volunteer driver of the vehicle: _____

Make of vehicle: _____

Present liability insurance company: _____

I do, hereby, authorize the use of my vehicle for this school-sponsored activity.

_____ Date	_____ Signature of Vehicle Owner
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_____ Date	_____ Signature of vehicle driver (if not the same as owner)
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_____ Date	_____ Principal or designee
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HALIFAX COUNTY SCHOOLS CONCUSSION CLEARANCE LIST

No student should be cleared for athletic participation after sustaining a concussion until all the items are checked off and signed by the school nurse, athletic trainer or primary care physician.

_____ Parent Notification

_____ School Administration

_____ Physician Referral

_____ Return To Play Progression

_____ IMPACT Post Injury Test

_____ Clearance Note from Physician, or release to be supervised by school athletic trainer.

Signature of LHCP _____

Halifax County Schools Athletic Handbook Participants' Pledge

Students who participate in extracurricular activities must sign the "Participants Pledge" as a precondition of his/her participation. The student's signature on the pledge signifies the commitment to abide by the conditions of this handbook and to remain free of alcohol, tobacco and illegal drugs. The parent's or legal guardian's signature on the pledge signifies that the parent or guardian has read and understands the pledge.

PLEDGE

I have read, understand and agree to comply with the provisions set forth in the pages of this athletic handbook.

I agree to pay for any and all equipment, which I may misplace or damage through carelessness or intent.

I further agree to assume full responsibility for all equipment issued to me, and to confine the use of that equipment to practice and games.

Date

Athlete's Signature

I, as a parent of _____, have read the rules and policies set forth for athletic participation in Halifax County Schools Athletic Programs and give my son/daughter permission to participate under these conditions. I also will do my part in seeing that he/she follows these rules and regulations.

Date

Parent's or Guardian's Signature

NOTES