



Denver School of Science and Technology – Byers

Athletic Handbook

**Cassidy Greif
Athletic Director
303-524-6350 (ext. 8051004)**

**Elin Curry
School Director
303-524-6350 (ext. 8051114)**

(Updated 7/29/2019)

MISSION AND VISION OF DSST PUBLIC SCHOOLS

MISSION

DSST Public Schools transforms urban public education by eliminating educational inequity and preparing all students for success in college and the 21st century.

VISION STATEMENT

- To become a premiere network of schools in Colorado where 100% of our students meet state standards in math, science and English in our Prep Academy.
- To create an innovative school where students acquire a rigorous academic foundation that they can apply to the community and world around them in meaningful ways.
- To create a rigorous and supportive academic program which will prepare 100% of our students to earn acceptance into the college of their choice and where they gain the necessary skills to successfully earn a college degree.
- To graduate students with character and a sense of civic responsibility of whom a significant percentage will assume leadership positions in an increasingly scientific and technology based society.
- To be an innovative and model school that helps to redefine the American high school experience.

ATHLETIC PHILOSOPHY OF DSST BYERS ATHLETIC DEPARTMENT:

Athletics are an essential part of the DSST educational experience and are a central component to the school's mission. The DSST athletic program emphasizes solid core values, sportsmanship and commitment to excellence. Membership on a team comes with the obligation to attend and work hard at practices and to put forth a high degree of effort in game situations. The level of commitment required rightly increases as the level of competition increases.

DSST BYERS ATHLETIC DEPARTMENT MISSION:

The mission of the Athletic Department at DSST: Byers is to promote the academic, emotional and physical development of our students through teamwork, sportsmanship and athletic competition.

BEST PRACTICES FOR DSST BYERS ATHLETIC DEPARTMENT:

Interscholastic athletics plays an important role in the lives of children. The school's athletic program is an essential part of the education of students, fostering the development of character, life skills, sportsmanship, and teamwork.

1. The school's athletic program embodies the mission, philosophy, and objectives of the school.
2. The school ensures that coaches have appropriate training and knowledge of the school's mission, philosophy, and objectives.
3. The school strives to achieve equity in its athletic programs.
4. The school's athletic program is considered to be an integral part of the school's curriculum.
5. The school is committed to the safety and physical and emotional health of participants in the athletic program.
6. The school's athletic program values the dignity and worth of the individual in a context of common purpose and collective achievement.
7. Teachers are coaches-coaches are teachers.
8. The school ensures that coaches have an understanding of the development needs of the children with whom they work.
9. Coaches design and implement activities that improve the knowledge and skills of all participants.
10. Coaches have a collegial relationship with other educators and contribute to the school's understanding of the whole child.
11. The school educates parents about the philosophy, policies, and appropriate expectations of the athletic program.
12. The school defines and communicates standards of conduct to players, spectators, coaches, and other teams.
13. The school works directly and candidly with other schools to prevent abuses in the following areas: recruitment, eligibility, transfer of student athletes, and admission.

INTERSCHOLASTIC SPORTS

Presently, the athletic program provides opportunities for students to participate at various levels of competition in the following sports:

FALL – Sports

- Cross Country – MS/HS
- Volleyball – MS/HS
- Boys Soccer – MS/HS
- Cheerleading (Competition)

WINTER – Sports

- Boys Basketball – MS/HS
- Girls Basketball – MS/HS
- Cheerleading – HS/MS

SPRING - Sports

- Girls Soccer – MS/HS
- Co – Ed Flag Football – MS
- Boys Volleyball – HS

DSST Athletic League (Middle School Only)

DSST: Byers Middle School is a member of the **DSST Athletic League** and must follow all league rules. Students and parents will be required to have league forms on file before they are eligible for participation in DSST Byers athletics. All schools do charge entrance fees in order to view athletic events.

CHSAA and Confluence League (High School Only)

DSST: Byers High School is a member of the Colorado High School Activity Association (CHSAA) and the **Confluence League**. Students and parents must follow all league rules. Students and parents will be required to have league forms on file before they are eligible for participation in DSST Byers athletics. All schools do charge entrance fees in order to view athletic events.

TEAM SPORT PARTICIPATION PHILOSOPHY

Athletes are involved in team practice up to five days a week. Coaches use that time to allow all athletes to develop skills and game strategies. Game participation is the reward for accomplishment made and effort given during practice. Game participation is of great importance to the athlete and the coach. Competitive games are scheduled in order to provide experience for the participants. Participation requirements vary according to level. Of primary importance at all levels in determining participation are ability, attitude, coach ability, commitment, effort, fitness and knowledge of fundamentals. **By DSST rules, a student must be in school by the start of the day of a game or scrimmage in order to be eligible to participate in that activity.**

MIDDLE SCHOOL

At Middle School level learning the fundamentals of the sport and understanding how to play the sports is the focus. Participation and training so the student athletes are prepared for the demands of high school athletics. A team member is **NOT** guaranteed playing time

JUNIOR VARSITY

Skill development, participation and training athletes for the Varsity level are the primary objectives of Junior Varsity sports. Playing time increases by contributing to team goals. Being a member of a junior varsity team does **NOT** guarantee a predetermined amount of playing time.

VARSITY

Selection to a varsity team is based on ability, attitude, effort, knowledge of fundamentals and commitment. Players earn the privilege to play. The best players play as much as necessary to help win the game. **A team member may play every minute, or sit the bench the entire game depending on competitive circumstances.**

CRITERIA FOR TEAM SELECTION

The number of students permitted on some teams may be limited due to allowable roster sizes. For these teams, a tryout will be conducted. At the tryout, all student athletes will be afforded an opportunity to showcase their talents and earn a spot on the roster. Basis for team selection will be at the sole discretion of the coach. Coaches will utilize a clear and concise rubric for the tryout period. The tryout rubric criteria will include, but is not limited to, the following indicators:

- Demonstration of positive behavior and attitude
- Demonstration of good sportsmanship and teamwork
- Demonstration of physical fitness
- Demonstration of required skills (sport-specific skills testing)

Attendance Policy

Every student participating in a competitive sport must attend all practices in order to receive playing time. An unexcused absence is any absence that is not approved prior to practice by the coach of the activity or sport. Student-athletes are NOT permitted to play in a home/away game or practice on a day that they are away from school. They are also not permitted to travel to away games if they are academically ineligible.

Chain of Communication Expectation for Parents:

In order to ensure consistency among administrators, teachers, coaches, players, and parents the following chain of communication should always be followed for any issues that may arise during the season.

1. **Player/Parent** talks to Coach (Coach informs athletic director)
2. **Player/Parent/Coach** talk with athletic director (Ad informs school director)
3. **Player/Parent/Coach/Ad** talk with School Director if issue is not resolved after steps 2 and 3.

Academic Eligibility

Students who wish to become Student Athletes must remain academically and behaviorally eligible to participate. A student is deemed academically eligible:

- By earning (and keeping) a minimum grade of a C (70) or better in all but ONE class.
- If any student athlete has more than 1 failing grade, he or she will still be permitted to practice with their teams, but will not receive a jersey or any playing time in games until they are once again in good academic standing.
- Players that are not in good academic standing will not be permitted to travel to away games with team.
- Weekly eligibility reports will be completed by the athletic director to determine status.

REFOCUS - COLLEGE PREP – SUSPENSIONS - REFERRAL

Refocus, College Prep, and Tutoring all take priority over athletic practices and competitions:

- Students suspended from school, (In-school or Out of School) are not permitted to participate in or attend athletic events during the period of their suspension - this includes team practices.
- Students who earn a Referral will not be permitted to practice and/or play on the day that the Referral was earned.
- Students who earn a Refocus or College Prep will serve that intervention instead of going to practice or a scheduled home game.
- For away games that require early release from school, interventions will be assigned to the following day.
- Interventions will be reassigned for tryout days.

- Students who earn more than twelve (12) Refocuses or fifteen (15) College Preps will be placed on an academic/behavior contract. In order to stay on the team student must meet the criteria of the contract.
- Skipped intervention will result in loss of playing time/removal from team.
- Any additional suspensions from games/practices/team will be at the coach's discretion.

EARLY DISMISSAL FOR COMPETITION:

1. Students must be academically eligible.
2. Students must leave class on the designated time. Outlook invites will be sent to teachers with team roster.
3. Students must ask teachers for the work they will be missing PRIOR to the competition. They are responsible for turning in any work that is due that day.
4. Students who receive an intervention the day of an early dismissal game, the intervention will be reassigned to the next day.
5. Students who receive a dean intervention or referral will not be permitted to travel.

COACHES REQUIREMENTS:

- Obtain CPR/First Aid Class
- Take the NFHS Concussion Course
- Obtain CHSAA Certification/Coaching Registration Information Form
- Complete CHSAA Online Test
- **ALL HEAD VARSITY COACHES are required to attend, annually, a CHSAA approved rules clinic in their sport prior to the start of the first interscholastic contest.**
- DSST - Human Resources documentation required
 - Background check at Denver Public School involving fingerprinting
 - Drivers' License record
 - W-9 filing
- Take an extensive course in driving the DSST Multifunction School Activity bus

COACHES' CODE OF CONDUCT

The function of a coach is to educate students properly through participation in interscholastic competition. The interscholastic program is designed to enhance academic achievement and should never interfere with opportunities for academic success. Each athlete will be treated with respect and his or her welfare shall be of the uppermost importance

at all times.

THE COACH must be aware that he or she has a tremendous influence, either good or bad, in the education of the student athlete and, thus, shall never place the value of winning above the value of instilling the highest desirable ideals of character.

THE COACH must constantly uphold the honor and dignity of the profession. In all personal contact with the student athlete, officials, athletic directors, school administrators, CHSAA, the media and the public, the coach shall strive to set an example of the highest ethical conduct.

THE COACH shall take an active role in the prevention of drug, alcohol and tobacco abuse and under no circumstances should authorize their use.

THE COACH shall promote the entire interscholastic program of the school and direct his or her program in harmony with the total school program.

THE COACH shall be thoroughly acquainted with the contest rules and is responsible for their interpretation to team members. The coach shall not try to seek an advantage by circumvention of the spirit of the rules.

COACHES shall actively use their influence to enhance sportsmanship by their players and spectators, working closely with the Athletic Director.

CONTEST OFFICIALS shall have the respect and support of the coach. The coach shall not indulge in conduct which will incite players or spectators against officials. Public criticism of officials or players is unethical.

BEFORE AND AFTER CONTESTS, coaches will meet and exchange friendly greetings to set correct tone for the event. Also make sure that after contests the field or court is free of debris and all equipment is put away.

COACHES' CHECKLIST - A helpful list of responsibilities to which all DSST coaches should adhere:

PRE-SEASON

1. Meet with other coaches in the program.
2. Check a tentative roster for numbers and grade levels.
3. Consider seasonal objectives and write them down.
4. Consider goals to be accomplished before first competition.
5. Communicate with parents (email) and players.
6. A get-together with parents and players is an important element of preseason. Include a handout to clarify your expectations and rule changes/interpretation.
7. Check equipment, field or facility, uniforms and schedule, including scrimmages.
8. Post pertinent information on the Athletic Bulletin Board or via email to Athletic Director.
9. Plan the first week's practices.

DURING SEASON

1. Coaches are responsible to provide a practice schedule for the season. This schedule should be given to the athletes, the parents and the Athletic Director.
2. Practice should not be called off during the time allocated for practice unless it is cleared with the Athletic Director.
3. At the beginning of the season, submit an accurate roster to the Athletic Office. Update the team roster as is needed during the season. Notify the Athletic Director of any changes.
4. Write down a daily practice plan.
5. Make sure water and a med kit are on site at each game and practice.
6. Check field or facility and equipment for safety each day. Report any problems to the Athletic Director.
7. Communicate all vital details regularly in pre- or post-practice briefing. Post details if necessary.
8. Supervise players in dressing rooms before and after practice. Every coach is responsible for his or her team. Ensure the

- dressing rooms are left in the same (if not better) state than before.
9. Locker facilities for visiting teams and officials should be prepared prior to the contest.
 10. Insist on all team members being in proper school uniforms for games.
 11. Coaches should be at the contest site prior to the arrival of both teams.
 12. Coaches should greet the visiting team and officials.
 13. Keep accurate statistics.
 14. Communicate outstanding accomplishments to the school community by using the Morning Meeting assembly via email to Athletic Director
 18. **Coaches need to wait until all players have been picked up before leaving.**
 19. Fill out an accident report within 24 hours of any injury. Call the injured athlete's home in the evening to check on the situation. Report accident information to the Office Manager and the Athletic Director

POST-SEASON

1. Collect all equipment and uniforms immediately following the close of the season. Both should be clean.
2. Perform inventory of equipment.
3. Compute final statistics
4. Complete the End of Season Report including requisitions for next year.
5. Arrange to meet with the Director of Athletics for season wrap-up and evaluation.
6. Provide the Athletic Director with names of award winners and list of players who earned a passing grade and who lettered.
7. Help arrange final team get-together. You can reserve the Cafeteria for banquets/go to a restaurant/players or coaches home. Costs can be covered by funds in your agency account or divided by all participants.
8. Provide the Athletic Director/Assistant with
 - a. List of players who earned a passing grade, including managers, timekeepers, and video assistants.
 - b. Names of award winners
 - c. Who lettered – *after evaluating playing time, it is the coaches judgment as to who earned a Varsity status*
 - 1st year Varsity – Chenille DSST Letter with pin of designated sport

- 1 bar for each year thereafter
- 1 captain's pin for Captains

EQUIPMENT/UNIFORMS

1. COACHES are responsible for issuing and collecting all equipment.
2. **CHECK EQUIPMENT DAILY FOR SAFETY.**
3. Suggest needed equipment, repair and replacement to the Athletic Director.
4. Maintain an inventory of equipment.
5. Be responsible for collecting equipment at the completion of the season.
6. **COACHES ARE RESPONSIBLE FOR THE RETURN OF ALL UNIFORMS FROM THEIR ATHLETES.**
7. **Any equipment purchased by DSST must be returned to the Athletic Department at the end of your season and is NOT to be used for outside programs.**

GENERAL COMMENTS

1. Read each emergency form of your players prior to the start of the season. Make note of any health concerns of your players.
2. Safety of equipment and facilities are very important; check over prior to the start of each practice, scrimmage and game.
3. **NEVER PLACE YOUR TEAM AND YOURSELF IN A LIFE THREATENING SITUATION, I.E. PRACTICING IN THREATENING WEATHER, ESPECIALLY WHEN THUNDER AND LIGHTNING ARE PRESENT. UTMOST PRECAUTIONS SHOULD BE USED.**
4. Outline duties of team managers and supervise their work.
5. Please keep the following areas locked when not supervised by a coach: student locker rooms, equipment storage area, weight room and dance studio.
6. Fields and courts should be kept free of trash; each team will be responsible for the cleaning of these facilities.
7. **COACHES MUST BE PRESENT AT THE ISSUING AND RETURNING OF EQUIPMENT. A COMPLETE POST-SEASON INVENTORY MUST BE SUBMITTED TO THE ATHLETIC DIRECTOR ONE WEEK FOLLOWING THE LAST GAME OF THE SEASON.**

STANDARD OF CARE

Coaches' area of responsibility:

1. Teach athletes to protect themselves.
2. Teach proper fundamentals.
3. Supervise activities.
4. Maintain a safe coaching and playing environment.

5. Inspect, repair and recondition equipment properly.
6. Teach athletes to inspect their own equipment.
7. Create and set policies and procedures for an activity.
8. Properly match athletes.
9. Properly administer first aid.
10. Keep adequate and accurate records

COACHES SHOULD NEVER:

1. Employ or permit violations of game rules, including special rules for certain games, which have been agreed upon by the coaches prior to the game.
2. Employ or permit violation of good sportsmanship.
3. Employ or permit violations of school rules.
4. Knowingly endanger a participant's health.
5. Socialize (drink, smoke, etc.) with any DSST member(s) for any reason.

SPORTSMANSHIP

Good sportsmanship and citizenship are keys in the public's perception of interscholastic athletics and activities and their role in the educational system. A coach who is a good sportsperson believes and teaches that athletic competition is an ethical pursuit, one that builds character and shapes lifetime attitudes.

As a coach at DSST, it is **expected** that your sportsmanship will include:

- ❖ Helping athletes to develop a positive self-image;
- ❖ Promoting respect for the rules, officials and their decisions, and opponents. Treat opponents and officials with the respect that is due them as guests and fellow human beings and **ALWAYS** shake hands. Never blame an official for a loss; they are an integral part of the game. Remember that this is just a game-someone must win and someone must lose... that's sports- life goes on!!!
- ❖ Providing an equal opportunity for all to learn skills;
- ❖ Encouraging these individuals to continue their participation in a variety of athletic activities to enhance their overall education;
- ❖ **CONTROLLING YOUR TEMPER AT ALL TIMES ON AND OFF THE FIELD/COURT!** Yellow/red cards and technicals will not be tolerated! **If you receive a technical or are ejected from a game, you MUST see the Athletic Director the next day.**

COACHING CLINICS/PROFESSIONAL DEVELOPMENT:

All coaches are encouraged to attend clinics, either in house, or externally. When a coach has information on a clinic or seminar, it must be submitted to the Athletic Director for approval and payment.

TRANSPORTATION

Travel to all athletic contests and games will be by individual parents, parent carpool, and occasionally by DSST transportation. The Coach of the team will be responsible for gathering directions from Byers to the contest and providing that information to the parent car pool or any parents wishing to attend the game. That may change for playoffs and championships. Any student wishing to participate in the parent carpool must submit a **transportation waiver**. When chartered transportation is made available, all players must ride to the game. Parents may ride home with parents after informing coaches.

LIGHTNING POLICY

The official in charge of the contest or a coach shall suspend an athletic contest in process immediately when the first sound of thunder is heard and/or the first sighting of lightning is observed. If the contest should be resumed, the official shall inform the head coach of both teams that the contest may be continued if both head coaches agree to play. The contest shall not be resumed unless both head coaches agree to play.

SCHEDULE CHANGES

If a game is cancelled due to weather conditions or other reason, this information will be posted on Team Snap. The cancellation word needs to get to the athletes ASAP so transportation arrangements can be made.

EQUIPMENT ROOM

- ❖ Students are not allowed to use the weight room without adult supervision.
- ❖ Students are not allowed to be in the equipment room without adult supervision.

DO NOT ALLOW YOUR ATHLETES TO BE IN THE LOCKER ROOMS DURING PRACTICES/GAMES.

Student Locker Room Rules:

- ❖ Roughhousing and throwing of objects is prohibited in the locker room. Hazing of other players is not allowed.
- ❖ No one, except coaches and assigned players, is allowed in the locker room.
- ❖ All spiked or cleated shoes must be put on and taken off outside of the DSST Entrance. **CLEATS ARE NOT ALLOWED INSIDE THE BUILDING!**
- ❖ Students are not allowed in the locker room during practice/game times.

RESPONSIBILITIES OF THE STUDENT ATHLETE

Being a member of DSST's Athletic program is the fulfillment of an early ambition for many students. The attainment of the goal carries with it certain traditions and responsibilities that must be maintained. A great athletic tradition is not built overnight; it takes the hard work of many people over many years. As a member of an interscholastic squad of DSST, you are creating a wonderful tradition, a tradition you are challenged to uphold.

1. Responsibilities of the athlete: The most important of these responsibilities is for the individual to broaden him/herself and develop strength of character. Athletes owe it to themselves to get the greatest possible good from their school experiences. Their academic studies and participation in other extracurricular activities, as well as in sports, prepare them for life as an adult.
2. Responsibilities to the school: As a team member, athletes assume responsibility to their school. DSST cannot maintain its position as an outstanding school unless students do their best in whatever activity they engage in. By participating in athletics to the maximum of their ability, they are contributing to the reputation of the school. They assume a leadership role when they are on the athletic team. The student body and citizens of the community know these students. They are on stage with the spotlight on them. **The student body, the school community and other communities judge our school by their conduct and attitude.** Because of this leadership role, they can contribute greatly to school spirit and community pride.
3. Responsibilities to coaches: Many extra hours of time and effort go into the planning and orchestrating of athletic teams. The coach plays a major role to insure a successful athletic season.

HAZING

All acts of hazing (defined as any act or ceremony which creates the risk of harm, either physical or psychological, to the student or to any other party and that is committed as a form of initiation into a particular club or activity) in the Athletic Department or any of its organizations will NOT BE TOLERATED. Report incidents of hazing to the Athletic Director.

STUDENT ATHLETE TRAINING AND SEASON RULES AND REGULATIONS

Student athletes of DSST shall not possess, use, sell, give, or otherwise transmit, or be under the influence of any drug, or counterfeit drug, the possession of which is prohibited by law. This includes narcotic or hallucinogenic drugs, alcohol, amphetamines, steroids, cocaine or intoxicants of any kind. The use or possession of any tobacco product is also prohibited. (This rule applies at any school sponsored athletic event, including during school, after school, on the school bus, before, during or after games whether they be at home or away.)

VIOLATION OF TRAINING RULES:

Students are subject to all school disciplinary rules as described in DSST Handbooks and the "Athletes Code of Conduct" contract. Athletes who violate these rules will meet with the Athletic Director for disciplinary action after each offense. Remember: Athletics does not tolerate violation of these rules.

TALKING TO STUDENTS

When issues arise with your athletes, please utilize the proper channels of command to handle the situation. Inform the Athletic Director first. You may be asked to consult with the Advisor or an academic dean. From there, the Head of School may be consulted as well. It is not a good idea to talk to other students about the individual in question.

AFTER HOURS CAMPUS EMERGENCIES

Please note: An **EMERGENCY** is commonly thought of as a serious situation or occurrence that happens unexpectedly and demands immediate action; a condition of urgent need for action or assistance.

EMERGENCIES/INJURIES/MEDICAL PROCEDURES/ACCIDENT REPORT

IMPORTANT PHONE NUMBERS:

EMERGENCIES: 911

DSST: 303.524.6350

Cassidy Greif: Athletic Director: 720-437-0316

DPS Safety and Security:

- Emergency – 720.423.3911
- Non - Emergency – 720.913.2000

****If 911 is called, always call DPS Safety and Security immediately after****

COACHES' LIABILITY

The school maintains a general liability policy and an excess coverage policy for all employees of the school. A coach could be sued for personal negligence--totally irresponsible behavior showing absolutely no common sense--knowingly endangering someone by forcing him/her to perform who, because of an obvious injury, could not perform.

If common sense is used a coach has nothing to be concerned about. To cover all bases, no matter how small the injury, an accident report should be filled out and one copy returned to the Office Manager.

COACHES' CLINICS:

All coaches are encouraged to attend clinics. When a coach has information on a clinic or seminar, it must be submitted to the Athletic Director for approval and payment.

SPECIAL CONCERNS FOR COACHES AND TRAINERS

STERIODS

A student who uses anabolic steroids or other performance-enhancing drugs is ineligible for interscholastic competition until such time as medical evidence can be presented that the student's system is free from anabolic steroids or other performance enhancing drugs.

“School personnel and coaches should not dispense any drug, medication or food supplement except with extreme caution and in accordance with the policies developed in consultation with parents, health care professionals, and senior administrative personnel of the school or district.” Use of any drug, medication, or food supplement in a way not prescribed by the manufacturer should not be authorized or encouraged by school personnel or coaches. Even natural substances in unnatural amounts may have short-term or long-term negative health effects. In order to minimize health and safety risks to student athletes, maintain ethical standards and reduce liability risks, school personnel and coaches should never supply, recommend or permit the use of any drug,

medication, or food supplement solely for performance-enhancing purposes.

BLOOD-BORNE PATHOGENS

Two important diseases are a constant threat to the health and safety of the coach and trainer, Hepatitis B (HBV) and AIDS (HIV). Both of these potentially deadly diseases are transmitted through exposure to blood and body fluids.

GUIDELINES TO FOLLOW:

Hand washing should be performed using an antiseptic agent for at least 10 to 15 seconds with soap, water and friction:

1. After contact with any bodily fluids - yours or another's.
2. Before touching open wounds or sterile bandages.
3. After touching any excretions and before touching patient again.
4. After using bathroom.
5. Before and after eating.
6. NOTE: the use of gloves does not replace the need for careful hand washing. Gloves should be worn at all times when dealing with blood or excretions. Articles that are contaminated (or potentially contaminated) shall be bagged in a single plastic bag. Facilities maintenance should be contacted for proper clean up.

EMERGENCY MEDICAL PROCEDURE

STUDENT INJURIES

1.
 - ❖ If there is any question at all as to whether or not the student should be moved (especially in the case of possible internal, head, or bone injuries), DO NOT MOVE the student. Instead, be sure that the student is covered and direct **ONE** person to call an ambulance and come back to let you know that the call has been made. Err on the side of caution.

CALL 911

Inform the DSST receptionist when an emergency vehicle is called.

*****OR**

- ❖ If the student can be safely moved, prepare to take the student to the nearest hospital.

Please be sure to take the **Emergency Information Card** with you when you take a student to the hospital.

If the student is injured while participating in an away athletic event and the student requires medical attention or diagnosis, he or she should be taken to the nearest medical facility. Both parents/guardian should be called immediately.

CAUTION- It is better to err on the side of caution than to assume that a child is exaggerating an ailment.

2. As soon as possible after the student is injured, have someone call the student's parents/guardian and:
 - ❖ If the student will travel by ambulance, ask the parent to which hospital they prefer their child be taken, or advise them the destination of the ambulance.
 - ❖ If parents/guardian cannot be reached by telephone, leave a message for them to return a call to the DSST switchboard and be sure the switchboard operator knows what to tell them when they call. If parents/guardians cannot be reached, refer to the Emergency Information card.
 - ❖ A coach or faculty member should always be with the student until the parents arrive. A follow-up phone call to the parent the next day is recommended.

