



# HARTLAND-LAKESIDE SCHOOL DISTRICT

## ATHLETIC HANDBOOK

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## ***Hartland-Lakeside Student Activities & Athletics Mission***

We are committed to fostering positive citizenship; collaboration; and one's physical, emotional, and social development through our scholastic, co-curricular, and athletic programs so that all students will be engaged and able to flourish.

### ***Belief Statements***

We believe middle school years are a great time to explore and expand interests.

We believe non-academic aspects of a balanced education enhance personal, educational, and social development.

We believe in promoting character traits of high value such as collaboration, respect, responsibility, perseverance, sportsmanship, courtesy, and honesty.

## Athletic Programs Offered

The Hartland-Lakeside School District offers the opportunity for interscholastic competition for 5<sup>th</sup>-8<sup>th</sup> graders in the AMSAC league comprising of other K8 schools in the area. The following interscholastic sports are offered:

### Girls

Basketball (5<sup>th</sup> – 8<sup>th</sup>)

Volleyball (6<sup>th</sup> – 8<sup>th</sup>)

### Boys

Basketball (5<sup>th</sup>-8<sup>th</sup>)

Volleyball (6<sup>th</sup> -8<sup>th</sup>)

Arrowhead events that are encouraged are the Fun Run in September and the Track and Field event in May.

A physical exam is necessary for a student to participate in the athletic program (exams are valid for two years). Physical exam forms can be found on our website. A **\$80.00 fee** will be assessed for each sport.

## Athletic Eligibility Requirements

To participate in the athletic program at Hartland Lakeside School District, students must meet the following criteria.

- Have registered for the sport by the resignation deadline.
- Paid the \$80 participation fee. Please contact the Athletic director if this payment causes hardship.
- The athlete and parents have signed and turned in the Athletic Code of conduct.
- Has a current sports physical on file with the school.
- Is meeting the academic requirements of having a GPA of more than 2.0

## AMSAC Participating Schools

School	Address
Erin	6901 Co Hwy O, Hartford, WI 53027
Hartland-Lakeside	800 N Shore Dr, Hartland, WI 53029
Lake Country	1800 Vettelson Rd, Hartland, WI 53029
Merton	N68 W28320 Sussex Road, Merton, WI 53056
North Lake	N 75, W31283 County Rd VV, North Lake, WI
Richmond	N56 W26530 Richmond Rd, Sussex, WI 53089
Stone Bank	N68w33866 County Road K Oconomowoc, WI 53066-1442
Swallow	W299N5614 County Hwy E, Hartland, WI 53029

## Criteria for Team Selection

Hartland Lakeside School District operates under a no cut policy. All players interested in participating will be given the opportunity to play. In grades 5th-7th all teams will be evenly split, meaning all players will be put through an evaluation period after which the teams will be decided. At the 8th grade level the teams will be split into “A” – “B” teams which is based on their performance during the evaluation period.

- Teams will be split based on the following number of players
  - 6-15 players (1 team)
  - 16-23 players (2 teams)
  - 24+ players (3 teams)
- One or two evaluation periods will be scheduled and held prior to the beginning of the sports season.
- The coaches and athletic director will create all even split teams.
- Teams will be final the first day of practice.
- No student may join the sport after the first day of practice.

## Practice and Game Attendance

Regular attendance at practices and games is essential for the development of individual skills, team cohesion, and overall success of the athletic program. The following guidelines outline the expectations and policies regarding attendance for student-athletes.

### 1. General Expectations

- **Commitment:** Student-athletes are expected to commit to attending all scheduled practices and games.
- **Punctuality:** Arrive on time for all practices and games. Being punctual shows respect for coaches and teammates.
- **Preparation:** Come prepared with the necessary attire for each practice and game.

### 2. Reporting Absences

- **Advance Notice:** Notify the coach in advance if you are unable to attend a practice or game. Provide a valid reason for the absence.
- **Unexpected Absences:** In cases of unexpected absences (e.g., sudden illness or family emergency), inform the coach as soon as possible.

### 3. Attendance Policy for Practices and Games

- **Full Participation:** Athletes are expected to participate fully in all scheduled practices and games unless excused by the coach.
- **Consistency:** Regular attendance at practice is crucial for skill development and team performance.
- **Injury Protocol:** Injured athletes should attend practice if physically able to observe and stay informed about team strategies and drills.
- **Commitment to Team:** Games are the culmination of practice efforts, and attendance is critical. Missing games without a valid reason shows a lack of commitment to the team.

## Playing Time

Hartland Lakeside School District believes that all participants should be given the opportunity to play in all sporting events. Coaches are expected to adhere to the following playing time criteria. However, the coach can use his or her discretion if the student is not a practice or disruptive at practice.

### **Basketball: Regular Season**

- All players must play a minimum of 6 minutes each game with no player playing over 20 minutes.

### **Basketball: Tournaments**

- During tournament play some players may receive reduced playing time.
- Every player must play in every game but there are no restrictions on time.

### **Volleyball: Regular Season**

- All players must play a minimum of 20 points a night or one game per match.

### **Volleyball: Tournaments**

- During tournament play some players may receive reduced playing time.
- Every player must play in every Match (a match consists of 2 or 3 games).

## Transportation

Hartland Lakeside School District does not provide transportation to and from athletic events. Parents are responsible for all transportation to and from all athletic events.

## Uniforms

All uniforms issued to the athletes are the property of the Hartland Lakeside School District. All uniforms must be returned and properly cleaned at the conclusion of the season. Lost or damaged uniforms will become the financial obligation of the student. Game uniforms may be worn only on the day of a scheduled contest.

# Lines of communication

Effective communication between coaches and parents is essential for the success and positive experience of student-athletes. These guidelines aim to foster mutual understanding, respect, and cooperation.

## 1. General Principles

- **Respect and Professionalism:** All interactions should be conducted with mutual respect and professionalism.
- **Timeliness:** Communication should be timely to address any issues or concerns promptly.
- **Clarity:** Ensure all messages are clear and concise to avoid misunderstandings.

## 2. Topics Appropriate for Coach-Parent Communication

- **Athlete's Health and Safety:** Discuss any health concerns, injuries, or special needs that may affect the athlete's participation.
- **Progress and Development:** Share information regarding the athlete's skill development, progress, and areas for improvement.
- **Behavior and Conduct:** Address any behavioral issues, both positive and negative, that occur during practices or games.
- **Team Policies and Expectations:** Clarify team rules, practice schedules, game logistics, and other relevant policies.

## 3. Topics Not Appropriate for Coach-Parent Communication

- **Playing Time:** Discussions about playing time should be limited to the athlete's role and how they can improve their performance to earn more playing time.
- **Team Strategy:** Decisions about team strategy, play calling, and lineup are at the coach's discretion.
- **Other Athletes:** Avoid discussions about other athletes or comparisons between athletes.

## 4. Conflict Resolution Procedures

- **Step 1: Self-Reflection:** Parents and coaches should first reflect on the issue independently to ensure it is appropriate for discussion.
- **Step 2: Initial Communication:** The concerned party should initiate communication via email or a scheduled meeting to discuss the issue calmly and respectfully.
- **Step 3: Follow-Up Meeting:** If the issue is not resolved, a follow-up meeting involving the coach, parent, and possibly the Athletic Director should be scheduled.

## 5. Best Practices for Parents

- **Supportive Role:** Be supportive of your child's efforts and the coach's decisions.
- **Positive Reinforcement:** Encourage your child with positive reinforcement and constructive feedback.
- **Respect Boundaries:** Respect the coach's time and boundaries, particularly during games and practices.
- **Stay Informed:** Keep up to date with team schedules, events, and communications sent by the coach.

# Spectator Expectations

The Harland Lakeside School District is committed to fostering a positive and supportive environment for our student-athletes, coaches, and officials. Spectators play a crucial role in maintaining the integrity and enjoyment of our athletic events. The following guidelines outline the expected behavior for all spectators attending school athletic events.

## 1. Respect and Sportsmanship

- **Respect for All Participants:** Show respect for all players, coaches, officials, and other spectators.
- **Positive Encouragement:** Cheer positively and support all athletes. Avoid negative comments, booing, or taunting.
- **Respect for Decisions:** Respect the decisions of coaches and officials, even if you disagree. Avoid confrontational behavior.

## 2. Behavior and Conduct

- **Appropriate Language:** Use only appropriate and respectful language. Profanity, vulgar language, and derogatory remarks are strictly prohibited.
- **No Intimidation or Harassment:** Do not engage in any form of intimidation, harassment, or bullying towards players, coaches, officials, or other spectators.
- **Alcohol and Drug-Free Environment:** The use of alcohol, tobacco, or any illegal substances is strictly prohibited at all school athletic events.

## 3. Safety and Compliance

- **Follow Venue Rules:** Adhere to all rules and regulations of the venue. This includes seating arrangements, entry and exit protocols, and designated spectator areas.
- **Emergency Procedures:** Be aware of emergency procedures and follow the instructions of event staff in case of an emergency.
- **Supervision of Children:** Ensure that children are supervised at all times and behave appropriately.

## 4. Support for Student-Athletes

- **Encourage Effort and Teamwork:** Focus on the effort and teamwork of the student-athletes rather than solely on the outcome of the game.
- **Celebrate Achievements:** Celebrate the achievements of all athletes, regardless of the team they are on.
- **Constructive Feedback:** Offer constructive feedback and support to encourage the growth and development of the student-athletes.



**Hartland-Lakeside School District  
Athletic Participation – Physical Examination Form**

NAME: Last \_\_\_\_\_ First \_\_\_\_\_ Initial \_\_\_\_\_

DATE OF BIRTH: \_\_\_\_\_

AGE: \_\_\_\_\_

GRADE: \_\_\_\_\_

SCHOOL: (circle one)    NSMS    Hartland North    Hartland South

SEX: Male    Female

The above named student has been examined and there are no apparent contraindications to participating in school sports activities, except as noted below:

SIGNATURE OF LICENSED PHYSICIAN\*\*

OR ADV. PRACTICAL NURSE PRESCRIBER

Address: \_\_\_\_\_

City and State: \_\_\_\_\_

Telephone: \_\_\_\_\_ Date of this Examination: \_\_\_\_\_

\*\*Physicians may authorize Nurse Practitioners or Physician Assistants to stamp this card with the physician's signature or the name of the clinic with which the physician is affiliated. \*\*

**ALL STUDENTS PARTICIPATING IN ATHLETICS MUST HAVE THIS CARD ON FILE  
AT SCHOOL TO PRACTICE OR PARTICIPATE.**

Examinations given after April 1 are good for the following TWO SCHOOL YEARS.

Examinations given before April 1 are good for the remainder of that SCHOOL YEAR and the following SCHOOL YEAR.

# Concussion and Head Injury Information

[Wis. Stat. § 118.293 Concussion and Head Injury](#)

**What is a Concussion?** A concussion is a type of head (brain) injury that changes the way the brain normally works. A concussion is caused by a bump, blow, or jolt to the head. Concussions can also occur from a blow to the body that causes the head and brain to move rapidly back and forth. Even what seems to be a mild bump to the head can be serious. Concussions can have a more serious effect on a young, developing brain and need to be addressed correctly. Consequences of severe brain injury (including concussion) include problems with thinking, memory, learning, coordination, balance, speech, hearing, vision, and emotional changes.

**What are the signs and symptoms of a concussion?** You cannot see a concussion. Signs and symptoms of concussion can show up right after an injury or may not appear or be noticed until hours or days after the injury. It is important to watch for changes in how you as an athlete or your child or teen is acting or feeling, if symptoms are getting worse, or if you/they just “don’t feel right.” Most concussions occur without loss of consciousness.

the child or teen reports one or more of the symptoms of concussion listed below, or if you notice the signs or symptoms yourself, seek medical attention right away. Children and teens are among those at greatest risk for concussion.

## These are some **SIGNS** of concussion (what others can see in an injured athlete):

- Dazed or stunned appearance
- Unsure of score, game, opponent
- Clumsy
- Answers more slowly than usual
- Shows behavior or personality changes
- Loss of consciousness (even briefly)
- Repeats questions
- Forgets class schedule or assignments

## These are some of the more common **SYMPTOMS** of concussion (what an injured athlete feels):

- Headache
- Nausea or vomiting
- Dizzy or unsteady
- Sensitive to light or noise or blurry vision
- Difficulty thinking clearly, concentrating, or remembering
- Irritable, sad, or feeling more emotional than usual
- Sleeps *more* or *less* than usual

## Children and teens with a suspected concussion should **NEVER** return to sports or recreation activities on the same day the injury occurred.

They should delay returning to their activities until a healthcare provider experienced in evaluating for concussion says it is OK to return to play. This means, until permitted, not returning to:

- Physical Education (PE) class
- Sports practices or games
- Physical activity at recess

## If you or your child or teen has signs or symptoms of a concussion

Seek medical attention right away. A healthcare provider experienced in evaluating for concussion can determine how serious the concussion is and when it is safe to return to normal activities, including physical activity and school (concentration and learning activities).

After a concussion, the brain needs time to heal. Activities may need to be limited while recovering. This includes exercise and activities that involve a lot of concentration.

Information adapted from the [Centers for Disease Control and Prevention’s \(CDC\) Heads Up Safe Brain, Stronger Future](#). For more information view the [CDC’s Heads Up to Youth Sports webpages for athletes, parents, and coaches](#).

# Sudden Cardiac Arrest Information

[Wis. Stat. § 118.2935 Sudden cardiac arrest; youth athletic activities](#)

Sudden cardiac arrest (SCA), while rare, is the leading cause of death in young athletes while training or participating in sport competition. Even athletes who appear healthy and have a normal preparticipation screening may have underlying heart abnormalities that can be life-threatening. A family history of SCA at younger than age 50 or cardiomyopathy (heart muscle problem) places an athlete at greater risk. **Athletes should inform the healthcare provider performing their physical examination about their family's heart history.**

**What is Sudden Cardiac Arrest?** Cardiac arrest is a condition in which the heart suddenly and unexpectedly stops beating. If this happens, blood stops flowing to the brain, lungs, and other vital organs.

**Cardiac arrest usually causes death if it is not treated with cardiopulmonary resuscitation (CPR) and an automated external defibrillator (AED) within minutes.**

Cardiac arrest is not the same as a heart attack. A heart attack occurs if blood flow to part of the heart muscle is blocked. During a heart attack, the heart usually does not suddenly stop beating. In cardiac arrest the heart stops beating.

## What warning signs during exercise should athletes/coaches/parents watch out for?

- Fainting/blackouts (especially during exercise)
- Dizziness
- Unusual fatigue/weakness
- Chest pain/tightness with exertion
- Shortness of breath
- Nausea/vomiting
- Palpitations (heart is beating unusually fast or skipping beats)

**Speak up and tell** a coach and parent/guardian if you notice problems when exercising.

If an athlete has any warning signs of SCA while exercising, they should **seek medical attention and evaluation from a healthcare provider before returning to a game or practice.**

T The risk associated with continuing to participate in a youth activity after experiencing warning signs is that the athlete may experience SCA, which usually causes death if not treated with CPR and an AED within minutes

*Stop activity/exercise immediately if you have any of the warning signs of Sudden Cardiac Arrest.*

## What are ways to screen for Sudden Cardiac Arrest (SCA)?

[WIAA Preparticipation Physical Evaluation](#) – the Medical History form includes important heart related questions and is required every other year. Additional screening using an electrocardiogram and/or an echocardiogram may be done if there are concerns in the history or physical examination but is not required (by WIAA). Parents/guardians/athletes should discuss the need for specific cardiac testing with the medical provider performing the review of family history and physical evaluation or after experiencing warning signs of sudden cardiac arrest while exercising. The cost of the pre-participation physical and any follow up examinations or recommended testing including an electrocardiogram is the responsibility of the athlete and their parents/guardians. **Not all cases or causes of SCA in young athletes are detected in the history, examination, or with testing.**

**What is an electrocardiogram, its risks, and benefits?** An electrocardiogram (ECG) is one of the simplest and fastest tests used to evaluate the heart. Electrodes (small, plastic patches that stick to the skin) are placed at specific spots on the chest, arms, and legs. The electrodes are connected to an ECG machine by wires. The electrical activity of the heart is then measured, interpreted, and printed out. No electricity is sent into the body. Risks associated with having an ECG are minimal and rare. The benefits include that it is an easy procedure to do, can be performed in many health care offices and it may detect heart conditions in children with no symptoms. **ECGs are good at detecting certain heart conditions that may increase risk for SCA but may not detect all such conditions.** If not performed correctly the information is not valid and may lead to more (unnecessary) testing and further examinations. ECGs should be interpreted by experts in reading ECGs in children (i.e., pediatric cardiologists). For more information, [view the Johns Hopkins Medicine - Electrocardiogram website.](#)

**How may a student athlete and parent/guardian request the administration of an electrocardiogram and a comprehensive physical examination?** Athletes participating in WIAA sports are required to have a physical examination and review of family history every other year. Other youth sports have similar requirements. Although the cost of these medical examinations is the responsibility of the athlete's family many school districts can assist students to find low cost or no cost ways to obtain these examinations. Athletes should contact their school athletic director if they need assistance in getting an examination. If an athlete has risk factors, family history of heart disease, or has had warning signs associated with sudden cardiac arrest while exercising, they should tell the medical provider performing the history and physical examination and discuss the possible need for an electrocardiogram.

# Athlete and Parent Agreement

As a Parent and as an Athlete it is important to understand and recognize the signs, symptoms, and behaviors of concussions, head injuries, and sudden cardiac arrest. It is critical for the safety and well-being of young athletes. By signing this form, you are stating that you have read the athletic handbook and understand the importance of recognizing and responding to the signs, symptoms and behaviors of a concussion, a head injury and a sudden cardiac arrest. ***This form must be completed to participate in a sport.***

By signing below, we affirm that we have read, understood, and agree to abide by the guidelines and protocols outlined in the athletic handbook.

Please ensure this form is completed for every sports season your child is involved with.

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\*\*Signature of Parent/Guardian: \_\_\_\_\_ Date: \_\_\_\_\_

\*\*Signature of Athlete: \_\_\_\_\_ Date: \_\_\_\_\_