

2018 - 2019

Middle School



Tennis



Coach

Fall Packet

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**For additional information related to sports medicine issues concerning athletic participation, please click the "Sports Medicine" tab on the opening page of our website.**

# WEST VIRGINIA SECONDARY SCHOOL ACTIVITIES COMMISSION



2875 Staunton Turnpike, Parkersburg, WV 26104-7219

TELEPHONE: 304-485-5494  
FAX NUMBER: 304-428-5431

E-MAIL: [wvssac@wvssac.org](mailto:wvssac@wvssac.org)  
WEB SITE: [www.wvssac.org](http://www.wvssac.org)



## BULLETIN

TO: Tennis Coach Middle School  
FROM: Greg Reed, Assistant Executive Director  
DATE: July 2018  
SUBJECT: 2018 Fall Tennis Season, Middle Schools

Coaches are responsible for reviewing and understanding the contents of this document.  
Questions should be addressed to this office.

The following points of emphasis are presented for the 2018 season:

1. There shall be one season for tennis in middle school either fall or spring; however the season selected shall be no longer than 12 weeks.
2. Please review the enclosed copy of the 2018 Tennis Program from the February issue of *The Interscholastic*.

### Tennis Rules Clinic

- a. The WVSSAC **will not** conduct yearly Tennis Rules Clinics.
- b. The USTA Friend at Court has been mailed to your school.
3. A tennis team will be allowed to participate in sixteen (16) matches in a season. Regular season matches will be pro-sets (8 games—with a 12 point tiebreaker at 8 games all). There is no provision for a six game pro-set. If a six game pro-set match is played, the match will not count in the season record.
4. **Eligibility must be completed online by the date of the first contest according to the standardized calendar.**
5. The WVSSAC adopted the Wilson tennis ball for tournament play.
6. Coaches' Request for Ruling Form – Upon the recommendation of the Tennis Coaches' Committee, a Coaches' Request for Ruling Form has been developed. If all coaches and players adhere to the rules and regulations, there should be no need for such a form. However, if an inappropriate action occurs, the form should be utilized to resolve the issue.
7. The WVSSAC Special Report Form will be used by coaches to report unsportsmanlike acts by players or coaches, unsafe playing conditions, improper match administration, or any other items that could not or were not handled by use of the Coaches' Request for Ruling Form. One copy of the Special Report Form is enclosed; additional copies will be provided upon request. This form should be mailed to the WVSSAC office.
8. Misconduct of Players and Jurisdiction – If misconduct occurs, the coach should first consult the coach of the player in question. If that coach fails to issue appropriate sanctions, the other coach may issue appropriate sanction. A Special Report should then be completed and mailed to the WVSSAC office

9. Sportsmanship and conduct are areas that continue to need improvement. It is the coach's responsibility to inform his/her athletes of conduct, sportsmanship, and uniform regulations. These regulations are to be enforced throughout the tennis season not just during tournament play.

Rule 127-4-3 Code for Interscholastic Athletics – **Coaches are hereby notified to carefully review this rule with special emphasis on 3.8.**

10. As part of our emphasis on good sportsmanship, good conduct, and adherence to rules and regulations, the WVSSAC will be training individuals to serve as tennis officials. It is recommended that schools use these officials or secure impartial personnel during regular season play. If you know of any individuals who would be willing to become a tennis official, please direct them to contact the WVSSAC office.

**Chairs for officials and/or coaches will not be allowed on court until tournament championship matches at which time court chairs will be used.**

11. **Honest Effort Rule** – A player cannot default a match to save energy for another match or default to gain an advantage by not playing. If an athlete does not adhere to this rule, he/she will be disqualified from the tournament.
12. **Good Faith Rule** – An athlete must complete the qualifying tournament to be eligible to compete at the next level. **Athletes who know they will be unable to complete the competition must notify the coach immediately and that athlete should not be entered in the competition.**
13. **Any maneuvering or stacking of positions is cheating.** Players must be played according to their ability.
14. **Head Trauma Guidelines** – Refer to the approved Return to Play/Concussion Protocol. RTP refers to return to play and return to practice. The appropriate health care professional will determine when a concussed athlete may return to participation.
15. **Injury/Participation Procedure at WVSSAC Championship Events** – Medical personnel (athletic trainers) will have the jurisdiction concerning the return of a player to competition after an injury. If a parent refuses to follow the determination of the authorized person, a release form must be signed.
16. **Use of Drugs, Medication, or Food Supplements by Athletes** – It is the philosophy of the National Federation and the WVSSAC that students be encouraged and supported in their efforts to develop and maintain a healthy lifestyle. In promotion of safety and healthy lifestyles, the WVSSAC Sports Medicine Committee requests that coaches assume the responsibility of informing athletes that the use of such substances should be discontinued especially during the times when dehydration may occur due to potential life threatening consequences.
17. **Diabetic Insulin Pumps/Asthmatic Inhalers** – By recommendation of the National Federation, a physician's letter or WVSSAC Physical Form must be carried by the coach to each contest if the athlete must wear an insulin pump or use an inhaler while on the court.

GR/ag

**§127-3-28. Tennis (Boys and Girls).**

28.1. Rules: Tennis rules published by the United States Tennis Association are the official rules for all interscholastic competition unless otherwise provided by Commission modification.

28.2. Organized Team Practice: Organized team practice will begin on Monday of Week 35 and the first contest may be played on Wednesday of Week 37.

28.3. Length of Season: The tennis season will end for each team or individual at tournament elimination.

28.4. Maximum Team Contests: A tennis team will be permitted 22 matches exclusive of sectional, regional, and state contests.

28.4.1. Dual, triangular and quadrangular matches count as one. Matches in which five or more schools participate count as two.

28.5. Scrimmages: Two tennis scrimmages with another high school may be conducted. See Glossary.

28.6. Individual students of a team must have practiced on 14 SEPARATE days, exclusive of the day of a contest, before participating in an interscholastic contest.

28.7. A student may accept awards in WVSSAC sanctioned events or non sanctioned events during the entire year. These awards must be consistent with the items specified in the Awards Rules.

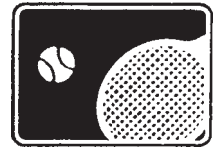
28.8. *Middle School* - The above will apply for Middle School with the following adaptations:

28.8.1. Middle school teams may play 16 matches including tournaments sanctioned by the WVSSAC.

28.8.2. Middle school teams are permitted one (1) scrimmage. See Glossary.

28.8.3. There shall be one season for tennis in middle school, either fall or spring; however, the season selected shall be no longer than 12 weeks.

# 2018 Tennis Program



**ALL TOURNAMENT DIRECTORS ARE REMINDED TO READ THIS PROGRAM. THE FORMS AND PROCEDURES FOR TOURNAMENT PLAY ARE IN THE DIRECTOR'S MANUAL.** The results of any tournament must be submitted to the next level director and the WVSSAC office as soon as possible after the conclusion of the tournament.

The Board of Directors and the Tennis Coaches' Committee reviewed the tennis program in the February Interscholastic and approved the following:

## 2018 High School Tennis Dates:

<b>Season Starts</b>	<b>Mon. of Wk. 35</b>	<b>Feb. 26</b>
<b>1st Contest Held</b>	<b>Wed. of Wk. 37</b>	<b>Mar. 14</b>
<b>Regional</b>	<b>Week 44</b>	<b>April 30 - May 5</b>
<b>State</b>	<b>Week 45</b>	<b>May 10 - 12</b>

## Forms Due

<b>Information Verification Form (T3)</b>	<b>Mar. 5</b>
<b>Regional Seeding Form (T4)</b>	<b>Mar. 30</b>
<b>Regional Directors Form (T5)</b>	<b>Apr. 4</b>
<b>Regional Entry Form (21 &amp; 22)</b>	<b>Apr. 27</b>

## I. GENERAL INFORMATION

1. No coaches are required to attend a WVSSAC State Rules Clinic this year. Return Information Verification Form (T3) by **March 5th**. Coach must complete the Regional Seeding Form (T4) and send it to the Regional Director by **March 30**.
2. Coaches shall present themselves in **professional attire** suitable for a school representative. Coaches shall be attired in white, gray, black, khaki, or school colors.
3. Middle School/9th Grade teams should be allowed to participate in interscholastic contests even if a player must play both a singles match and a doubles match. This allows for a team with as few as six team members to participate in a match with 4 singles matches and 3 doubles matches. Although it is recommended to use as many participants as possible, schools with a low number of participants should not be penalized for using a team member in both singles and doubles.
4. Electronic Devices - Coaches, players, and officials are not allowed to have cell phones or pagers while they are on-court.
5. **All coaches are required to complete an Emergency Action Plan (Senate Bill 40). See AD for more information.**

## II. RULES AND REGULATIONS

### A. REGULATIONS

1. Tennis rules published by the United States Tennis Association are the official rules for all interscholastic competition unless otherwise modified by the WVSSAC.
2. Middle School/9th Grade Dates - Middle School/9th Grades are allowed to play either a fall or spring season. However, the season selected shall be no longer than 12 weeks.
3. **In order to enter regional play, the position must have been played in at least six matches.** When playing teams inside your region and a player doesn't actively participate or is injured, the team must choose to default the position. An exhibition match may be played if mutually agreed upon by both coaches. The exhibition match will not count towards regional seeding. However, it does count for scoring the regular season match and towards the athletes overall record. When playing outside your region and a player does not actively participate or is injured, the team may choose to substitute or move players up.
4. A team match shall consist of 4 points out of 7 (3 doubles, 4 singles). Schools competing with less than 3 members will count the individual matches but the contest will not count as a team match.
5. When two teams are sponsored by a school (boys and girls), the girls must compete against girls, boys against boys. If a school sponsors one co-educational team, that team must compete as a boys' team. This applies to regular season. However, during tournament play, which is individual play, there are no co-educational teams or mixed doubles. Girls compete against girls and boys

compete against boys. Clarification - If only one girl is on the team, she must play the #1 position (exception to #6) at regional competition.

6. Players may play both singles and doubles, but it is not mandatory that they do so.  
No form of stacking is acceptable.
7. In a match, a school must play players in order of ability. This rule applies regardless of the number of players. Example: If a school has 3 players, they shall be put in rank order. The best player would play #1, second best #2, and third best #3.
8. In doubles, players shall be placed on doubles teams according to ladder position, i.e., the best two doubles players at #1 doubles, the next two doubles players at #2 doubles, and so on for #3 doubles.
9. Players' placement in the doubles need not correspond to their singles placement. For example, the #1 and #2 Singles players need not be the #1 Doubles team.
10. Regular season matches will be pro-sets (8 games-with a 12 point tie breaker at 8 games all).

**Six Game Pro Sets - There is no provision for a six game pro set. If a six game pro set match is played, the match will not count in the season record and will be a forfeit.**

Tie Breaker - No coaching is allowed during the tie breaker.

11. **No-Ad Scoring - Regular Season - Both coaches must mutually agree. If mutual agreement cannot be established, regular scoring will be used. State Tournament - Scoring decisions will be made by the WVSSAC.**
  - a. The USTA has approved a variation of the conventional scoring system for the purpose of shortening the duration of a tennis match. It is called "no-ad scoring" and is precisely what the name implies.
  - b. Singles and Doubles: A game is won by the first player or team to win 4 points; that is if the score goes to 3-points-all (or deuce), the next point decides the game. There is no "advantage" point. Receiver decides to which court the service is delivered on the 7th point.
12. If inclement weather causes a match to be cancelled during regular season play, the match will count as completed if four matches have been completed.
13. When rescheduling regular season matches, matches with regional opponents should take precedence over non-regional matches.
14. The tennis format of 4-3 will be used in all matches in West Virginia. If West Virginia schools play out-of-state opponents, they may play the same format as the home school. In any match, extra players may play as exhibition; however, points are not added to the team score.
15. **Honest Effort Rule: A player cannot default a match to save energy for another match or default to gain an advantage by not playing. If a student does not adhere to this rule, he/she will be disqualified from the tournament.**
16. **A penalty point deduction on the teams total will be assessed for unsportsmanlike behavior after a player has defaulted or play is complete for all regular season matches, Regional and State.**
17. Coaches shall use Special Report Forms for unsportsmanlike acts or actions which could not or were not resolved by the use of the Coach's Request for Ruling Form. The Special Report Forms are to be submitted to the WVSSAC.  
If misconduct occurs, the coach should first consult the coach of the player in question. If that coach fails to issue appropriate sanctions, the other coach may issue appropriate sanctions. A Special Report should then be completed and mailed to the WVSSAC office.
18. Saturday Matches - 2 out of 3 format may be used if both coaches agree. **This is Saturday matches ONLY.**





## B. UNIFORMS

Participants are required to be in school uniform for all regular season and tournament play. Uniforms must be in school colors. The school approved identification must be on the front of the uniform. Sleeves are not considered to be the front of the uniform. Doubles competition team mates must be attired in the same uniform. It is the responsibility of the match/tournament director and match officials to enforce these regulations. **All players mid-drifts and torsos must be covered.**

## C. CONDUCT

1. All teams and players are reminded that only coaches may approach the Tournament Director. Inappropriate contact by players or parents is unacceptable, and warnings and penalties will result.

## D. FORFEITS AND DEFAULTS

1. If, after an individual match begins, a forfeit occurs due to illness, injury, or penalty for misconduct, the games and set won by the forfeiting team shall stand and count.
2. In all other matches, if a default occurs before the individual match begins, then the Tournament Director shall record the score as 6-0 or 8-0.

## E. ALTERNATES (Tournament Play)

1. Regional and State Competitions are individual competitions. Prior to the beginning of any doubles play at the Regional Tournament, alternates (doubles) who were listed on the Entry Form may be used only in case of illness or injury and only in the position of the unavailable player. **The alternates must be used in the order in which they were placed on the Entry Form.** The regional director reserves the right to request medical verification (physician, nurse practitioner, athletic trainer).
2. If an alternate plays in the first round of doubles play in regionals and the team advances in regionals or to state, the "original" partner may not return to the team. The alternate becomes the partner for the tournament(s).
3. If a qualifier to the State Tournament is unable to participate, no substitution may be made. This regulation applies to singles and doubles and will result in a forfeit.

## III. REGIONAL TOURNAMENT

**For all tournament play, players and coaches must be at courts 30 minutes prior to match. Failure to arrive on time will result in default.**

### A. Regional Tournament (Week 44).

**May begin on Monday and continue through completion Saturday, (Rain Dates May 8-9) First Round matches may be played at home site.**

**In order to avoid date, time, etc., conflicts, coaches should notify players on the first day of the season of the Regional Tournament dates. Regional directors will determine the date(s) which are best considering time and facilities and notify schools as soon as possible.**

- B. If you only have one coach and your regional/state is at 2 sites, you must provide an additional authorized coach to travel to the other site as needed. This will allow the other teams/players to progress through the tournament.**

### C. Regional Coaches' Meeting Information

1. The Regional Director is responsible for calling a meeting of all coaches and school administrators. **If a coach fails to attend the Regional Seed Meeting, all of that school's players will be placed in the blind draw.**
2. It is recommended that tournament directors make "weather" provisions to secure indoor accommodations with the cost assessed to the individual schools **from gate receipts.**
3. Regional directors are asked, whenever possible, to schedule regional play after school, on Saturday, or on out-of-school days.

4. Seeding will be the top four at each of the singles and doubles positions. **The number of additional positions seeded may be decided by majority vote of participating schools. All positions must be seeded in same manner.** The remaining placements will be by blind draw. Draw sheets with appropriate "bye" positions will be distributed to each tournament director. **The "blind draw" players are to be placed on the remaining lines from top to bottom. Coaches may not choose brackets. The draw goes straight down the draw sheet.**

5. **Teams/Individuals must actively participate against at least 50% of the teams within their assigned region to be eligible to participate in the regional seeding process.**

6. Seeding will be based upon the following criteria in the following priority order:

1. Head to Head in Regional Play
2. Number of Regional Matches Played and Won
3. Common Opponents
4. Strength of Opponents Played
5. Overall Record

USTA ranking is NOT to be considered.

**Teams may play each other no more than 2 times to count for seeding purposes.**

7. Advanced Placement Testing: The regional schedule will not be adjusted or altered for AP testing, prom or other activities. AP students must take the make-up test or forfeit the regional match.

## D. General Information

1. The Regional Tennis Entry Form must be received by the WVSSAC office by **12:00 noon April 27, 2018**. A copy shall also be mailed to the regional tournament director. No alternates are allowed for singles play once the Entry Form is submitted. Alternates for the doubles team are only allowed for injury or illness and prior to the beginning of doubles play and must be used in the order they appear on the Entry Form. **No matches played after the 12:00 deadline will count for seeding purposes.**
  - a. The Seeding Meeting line-up must coincide with the Entry Form line-up regardless of the date of the meeting.
  - b. Regional Director must return Tennis Seeding Form (T5) to WVSSAC office by **April 4<sup>th</sup>**. It will then be placed on the Website.
2. **Match Report** Forms - Match Report Forms (23) shall be taken to the Regional Coaches' Meeting. **Failure of the coach to bring match report form to meeting may result in loss of seeding. Should a conflict arise, the decision will be left to the Regional Director.**
3. All Regional Tournament Directors are to secure roving officials to monitor court behavior and foot faults. All roving officials will be attired in such a way that they are easily recognizable. Directors should refer to Points of Emphasis for more specific information. If the tournament director cannot secure officials, he/she shall assume the responsibility of enforcing all regulations.
4. Regional Tournament Directors are asked to secure one trained official for each court. If trained officials are not available, Tennis Coaches' Committee members and tennis knowledgeable individuals shall be chosen first when assigning officials at the regional level. All officials will be attired in such a way that they are easily recognizable. **Officials are responsible for keeping spectators at least 10 feet from court fence.**
5. Regional and state team awards will be based upon individual (singles and doubles) qualifying points accumulated each round.
6. A student must complete the qualifying tournament to be eligible to compete at the next level.
7. Participants or teams are to supply their own tennis balls. Wilson is the state adopted tournament ball.
8. **Time Violations:** Time violations occur when a player takes more than 20 seconds between points or takes more than 90 seconds on changeovers. A warning shall be given for the first violation. Subse-



quent delays shall be penalized by a point loss for each violation, with no accumulation.

9. **Harassment of Players Prohibited:** Team members and their spectators shall not harass opposing team players. Harassment directed at individual match is first assessed a warning, next a loss of game, and finally default.
10. **Bathroom Breaks:** A player must ask an official for a designated "bathroom break". The official may refuse this request if he determines that the player is resorting to gamesmanship. WVSSAC will allow reasonable time for bathroom breaks and should take them on a 90-second changeover or Set Break.
11. **Rest Time Between 8 Game Pro Sets** - At the tournament director's discretion, a maximum of 30 minutes rest time is allowed between 8 game pro sets during regular season or tournament play.
12. If an individual is unable to complete the tournament once it has begun, he/she must forfeit.
13. **No ad scoring is not allowed in regional tournament play.**
14. Admission is \$6.00 for adults and \$5.00 for students.

#### E. Team Awards

A regional team plaque (boys and girls) will be presented for each class. Team winner will be determined by points received by qualifying for each round of the regional tournament. Each round of qualification will award one point (per qualifier, per school). **No team points are awarded for any consolation matches at any position.** Therefore, each position will be played to determine order of finish. For eg. for the #1 position, play will continue until 1st, 2nd, 3rd, and 4th place finishers are determined. In the event of a tie, the following will be considered: number of champions, semi-final finish at any flight, quarter-final finish at any flight, and finish at round (opening round) prior to quarter-finals.

#### F. Individual Competition

1. The regional tournament will be a "flighted" tournament. The following competitions (4-3) will be held for boys and girls: number one singles, number two singles, number three singles, number four singles, number one doubles, number two doubles, and number three doubles. Each school in the region will send one entry for each of the positions/competitions.
2. The top four at each position must be seeded unless a majority of coaches vote to seed additional positions. To assist in the seeding, all coaches will be required to complete the Match Report Form for all regular season matches and to submit those to the regional tournament director at the Regional Coaches' Meeting.
3. All other players will be entered by a "blind" draw. The WVSSAC office will send bracket sheets to each regional director.
4. All regional play will be 8 game pro sets with 12 point tie breaker at 8 all. Rest time: maximum of 30 minutes with tournament director's discretion.
5. Qualifiers for the state tournament will be determined by the position played. The following will qualify from each of the four regions (boys and girls):

Four number one singles	Three number one doubles
Three number two singles	Two number two doubles
Two number three singles	One number three doubles
One number four singles	

#### IV. STATE TOURNAMENT (Wednesday-Saturday of Week 45)

- A. The State Tennis Tournament will be held at the Kanawha City Community Center Tennis Courts and Coonskin Park, Charleston, WV, with Mike Tompkins as Tournament Director; Bill Malone and Carolyn Tyree, Assistant Directors; John Charnock, Charleston Parks and Recreation Director. **Mandatory Coaches Meeting, Wednesday at 6:30 PM.**
- B. The State Tennis Tournament will use USTA officials assigned by the WVSSAC.

Both court monitor and chair/on-court officials will be used. The USTA official will serve primarily as an observer and preventive measure to eliminate rule violations or conflicts; the chair/on-court offi-

cial will be responsible for calls. The court monitor will be responsible for verifying players' uniforms, calling lines if requested, etc.

- C. Admission for the State Tennis Tournament will be \$8.00 for adults and \$7.00 for students. This is a daily admission fee; pass-outs/hand stamps will be used each day.

**All Session Passes for the three day tournament will be sold at a cost of \$21.00 for adults and \$18.00 for students. These passes are nonrefundable.**

- D. Media - No photographers or reporters will be allowed on court (indoor or outdoor) during play.
- E. State Tournament Tentative Schedule

1. Wednesday, 6:30 p.m. - Mandatory Coaches Meeting at Kanawha City.

2. Thursday, 8:00 a.m.

Singles and Doubles Competition

The order of competition is tentatively scheduled for first rounds of singles and doubles and the following rounds as time allows on each day of the tournament.

3. On Thursday and Friday, the two class divisions will be held at different site locations.\*

AAA - Coonskin Park **Kanawha City Community Center**

A/AA - **Kanawha City Community Center** - Coonskin Park

\* Site locations will rotate each year.

4. Order of Play:

Boys **Girls**      Girls **Boys**

5. Play will resume at 8:00 a.m. on Friday.

- F. The WVSSAC will supply Wilson tennis balls for all State Tournament matches.

- G. Team Competition

1. 1 point for each win in each position.
2. A team champion will be honored in AAA and AA-A.

- H. Doubles

1. **Rounds prior to semi finals (first 2 rounds) would be 8 game pro sets. Subsequent matches would be 2 of 3 sets, weather permitting.**

2. **Seeding of state qualifiers will be based upon order of finish at the regional tournament. Regional pairings would vary each year and with each position and will be determined by the WVSSAC after completion of Regional Tournaments.**

- I. Singles

1. **Rounds prior to semi finals (first 2 rounds) would be 8 game pro sets. Subsequent matches would be 2 of 3 sets, weather permitting.**

2. **Seeding of state qualifiers will be based upon order of finish at the regional tournament. Regional pairings would vary each year and with each position.**

- J. Awards

1. Winner and Runner-Up Singles at each position.
2. Winner and Runner-Up Doubles at each position.
3. Team Winner and Runner-Up trophy.

- K. **NOTE:** Reimbursement will end with tournament elimination.

**Sponsorship and Rights:** The WVSSAC is the sponsoring organization for all state tournaments. The WVSSAC reserves all rights in regard to the management of these tournaments, the sale of any items at the tournament site, and any audio or visual reproductions of the events. Any sale, distribution or reproduction of clothing, souvenirs, pictures or other items without the expressed written consent of the WVSSAC is strictly prohibited. Pictures for media or school yearbooks are to be used for these purposes only.





**STATE TOURNAMENT SEEDING**

1st singles                      2nd singles                      3rd singles  
4th singles                      2nd doubles                      1st doubles  
3rd doubles

The regions for State Tournament Seeding will be determined by the WVSSAC. After completion of Regional Tournaments, they will be placed on the website.

**TENNIS ALIGNMENT – REGIONAL COMPETITION  
AAA TEAMS  
SINGLES AND DOUBLES**

\*Tournament Directors shall refer to the Director's Manual for responsibilities and to the Entry Form Book online for proper form completion.

**Region I**

Site: Morgantown John Marshall High School  
Director: John Bowers, AD, Morgantown HS  
Schools: Brooke, Buckhannon-Upshur, John Marshall, Morgantown, Preston, University, Wheeling Park

**Region II**

Site: Jefferson High School  
Director: Jay Kirby, AD, Jefferson HS  
Schools: Hampshire, Hedgesville, Jefferson, Martinsburg, Musselman, Spring Mills, Washington

**Region III**

Site: Coonskin Park  
Director: Shawn Wheeler, AD, George Washington HS  
Schools: Capital, George Washington, Greenbrier East, Princeton, Riverside, South Charleston, St. Albans, Woodrow Wilson

**Region IV**

Site: Ritter Park  
Director: Bruce Senior, AD, Huntington HS  
Schools: Cabell Midland, Huntington, Hurricane, Parkersburg, Parkersburg South, Ripley, Spring Valley

**TENNIS ALIGNMENT – REGIONAL COMPETITION  
AA–A TEAMS  
SINGLES AND DOUBLES**

\*Tournament Directors shall refer to the Director's Manual for responsibilities and to the Entry Form Book online for proper form completion.

**Region I**

Site: West Liberty University  
Director: Donnie Murray, AD, Wheeling Central HS  
Schools: Berkeley Springs, East Fairmont, Fairmont Senior, Frankfort, Keyser, Madonna, Magnolia, North Marion, Oak Glen, Petersburg, Ritchie County, St. Mary's, Weir, Wheeling Central

**Region II**

Site: Clarksburg VA Park  
Director: Rich Board, AD / Sara DePiano, Grafton HS  
Schools: Braxton County, Bridgeport, Elkins, Grafton, Lewis County, Liberty, Lincoln, Moorefield, Notre Dame, Philip Barbour, Robert C Byrd, Trinity Christian, Williamstown, Parkersburg Catholic, Wirt

**Region III**

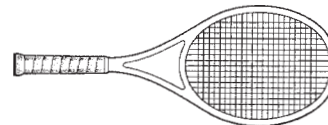
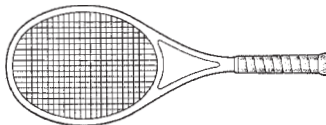
Site: Concord University  
Director: Joe Blankenship, Tennis Coach, Concord University  
Schools: Bluefield, Charleston Catholic, Fayetteville, Greenbrier West, Herbert Hoover, Independence, Liberty (R), Man, Midland Trail, Mount View, Oak Hill, River View, Shady Spring, Westside, Wyoming East

**Region IV**

Site: Logan High School  
Director: Brian Atkinson, AD, Logan HS  
Schools: Chapmanville Regional, Lincoln County, Logan, Mingo Central, Point Pleasant, Nitro, Poca, Ravenswood, Scott, Sherman, Sissonville, St. Joseph, Tug Valley, Wahama, Winfield

**TENNIS RULES CLINICS  
No Rules Clinics for 2017-18**

Coach must sign and return form T3 in Coaches' Packet that they received and read their materials before 1st contest date.



**2016-2017 Boys' State Champions**

AAA

Huntington High School

AA-A

Parkersburg Catholic High School

**2016-2017 Girls' State Champions**

AAA

Huntington High School

AA-A

Winfield High School

## Special Report To the School Principal and the WVSSAC

This form is to be used to report any matter concerning WVSSAC athletic contests that merits the attention of the school principal. It shall be used to report phases of the athletic program which the school should immediately attempt to improve. It may also be used to report an exceptionally good job of game administration. All instances involving unsportsmanlike conduct on the part of coaches, players or fans shall be reported on this form. This includes technical fouls assessed against a team in compliance with the Coaches Bench Decorum Rule. This report must be filed by the official within twenty-four hours following the incident. Prompt reporting of problems will help prevent serious incidents.

This form shall be filled out in triplicate with a copy of this report mailed to the school principal(s) and a copy mailed to the West Virginia Secondary School Activities Commission Office; and a copy to be retained by the official.

Report for \_\_\_\_\_ concerning a \_\_\_\_\_ (Girls) (Boys)  
contest

(School)

(Sport)

between \_\_\_\_\_ (JH) (JV) (HS) and \_\_\_\_\_ (JH) (JV) (HS)  
(Home School) (Indicate) (Visiting School) (Indicate)

on \_\_\_\_\_  
(Date)

Specific matter being reported:

Explanation:

Home Team: \_\_\_\_\_ Final Score \_\_\_\_\_

Visiting Team: \_\_\_\_\_ Final Score \_\_\_\_\_

Date: \_\_\_\_\_ Signed \_\_\_\_\_ Registration Number \_\_\_\_\_

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

Mail a copy of this report to the School Principal(s) and to WVSSAC 2875 Staunton Turnpike, Parkersburg, WV 26104

## **Coach's Request for Ruling Form Instructions**

If a coach suspects that an action is in violation of the USTA regulation or modifications as adopted by the WVSSAC, the coach must submit this form to the Tournament Director/Head Official. Be reminded that the home administration is the game administration in the absence of a designated director or official.

This form is to be used to resolve complaints, violations, etc., before they become part of the match and interrupt the match, tournament, etc. Whenever possible, the form is to be submitted to the game administration prior to the match or immediately upon the action. All inquiries pertaining to uniforms must be submitted to the game administration prior to the start of the match. No forms will be accepted in excess of 10 minutes of the completion of the match

The decision of the Tournament Director/Head Official will be final. All parties (coaches, players, game administrators, officials, etc.) are reminded that WVSSAC Rule 127-3-16 is in effect for all contests.

### **WVSSAC Rule 127-3-16 Sports Rules – Game Protests 16.3**

The protest of a game will not be allowed by the Board of Directors when it is based on a judgment decision on the part of an official or even a misinterpretation or misapplication of the rules

# Coach's Request for Ruling Form

A copy of this form shall be returned to the submitting coach and the coach of the school in question.

## **Indicate type of Match**

Regular Season \_\_\_\_\_ Regional \_\_\_\_\_ State \_\_\_\_\_

School Name: \_\_\_\_\_

To request a ruling, a coach must cite the Rule, Section and Article from the USTA Friend At Court or the page from the WVSSAC Tennis Manual which indicates that an action is in violation.

USTA Friend At Court

Rule: \_\_\_\_\_ Section: \_\_\_\_\_ Article: \_\_\_\_\_

WVSSAC Tennis Manual

Page #: \_\_\_\_\_

## **Alleged Violation:**

\_\_\_\_\_  
\_\_\_\_\_

Coach's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## **Tournament Director/Official's Ruling:**

Legal: \_\_\_\_\_ Illegal: \_\_\_\_\_

## **Explanation:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## **Action Taken:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Tournament Director/Official's Signature & Date: \_\_\_\_\_



## COACHING REMINDERS



**Practice:** Team members must have 14 practices on 14 separate days - 7 days sports specific if participating in another sport during the same sports season. A student must have 7 days of practice if coming from one sports season into the next sports season without interruption of school days. Only students enrolled in the specific member school and a member of team is allowed to practice. Rule 127-2-13.

**Sunday Contests:** Contests or practice on Sunday is prohibited. Practice refers to any group or individual meeting to view films or activity associated with the activity of that sports season. Rule 127-3-14.

**Physical Exam:** Team members must have Athletic Participation/Parental Consent/Physician's Certificate form completed and on file before beginning practice. Rule 127-3-3. (Must be on or after June 1<sup>st</sup>.)

**All-Star Competition:** Any student completing athletic eligibility at the end of current school year because of age or completion of semesters of eligibility may play in one (1) all-star game upon conclusion of the season without loss of eligibility for balance of year. Rule 127-3-4.

**Awards:** Team members can accept awards from school sponsoring a sanctioned event or the school. Wearing apparel, championship rings, equipment, athletic goods that exceeds \$20.00 are prohibited from any source. Rule 127-3-5.

**Out of Season Coaching:** Coaches may not promote, initiate, organize, supervise or participate in out-of-season events involving students of the same sport as the grade level coaching assignment and preceding grade level except as specified in Rules 127-3-7.2 and 127-3-7.3. Rule 127-3-7.7.

**Amateur:** Any team member competing for money, receiving any award or prize of monetary value that has not been approved by the WVSSAC, capitalizing on athletic fame or signing a professional playing contract in that sport is prohibited. Rule 127-2-11.

**Participation as Ineligible:** Any student who participates as ineligible may forfeit eligibility for up to 365 days. Rule 127-2-12.

**Non-School Participation:** Participation is limited to school teams only with a few exceptions in individual sports provided the school principal approves and no school contests/activities are missed. Participation includes but is not limited to, practice, fund raising, team pictures, tryouts, etc. Rule 127-2-10.

**Sanctioning and Travel:** A member school shall not enter a contest, tournament, or competition which requires sanctioning until it is approved 30 days prior to the event. Rule 127-3-16.

For complete details regarding the above regulations and those governing team memberships, scholarship, undue influence, age, semester, etc. refer to the **Rules & Regulations Handbook** or at [www.wvssac.org](http://www.wvssac.org).  
*This is not a comprehensive listing.*

### **§127-2-13. Practice.**

13.1. Only students enrolled and eligible to be listed on the eligibility certificate for that sport in the specific member school are allowed to participate in that school's practices. Exceptions - Rules 127-2-3.2, 127-2-3.5 and 127-2-13.6.

13.2. The frequency and length of practice is at the discretion of each member school.

13.3. Member schools of the WVSSAC may practice on any day of the year with the exception of Sunday practice. Rule 127-3-14.2 further clarifies Sunday practice.

13.4. Individual players of a team must have practiced

13.4.a. on 7 SEPARATE days before participating in an interscholastic scrimmage.

13.4.b. on 14 SEPARATE days, exclusive of the day of a contest, before participating in an interscholastic contest. The following sport(s) is exempted from the provisions of this rule: golf.

13.4.c. A student athlete who is absent from practice with their team for non-medical reasons, not under a doctor care, for more than fourteen (14) consecutive days must have the required full fourteen (14) practice days before resuming participation in a contest. Students participating in football must follow the practice progression as set forth in Rule 127-3-23.

13.5. A student shall not be permitted to engage in interscholastic practice until that student has filed with the principal a completed Athletic Participation/Parental Consent/Physician's Certificate Form. Rule 127-3-3 further explains this required form.

13.6. A student academically ineligible may begin practicing 15 school days immediately prior to the date of regaining full eligibility. (All other ineligible students may not practice.)

13.7. If a student has established eligibility in a sport requiring 14 separate days of practice and is continuing to participate in that sport or no school days have lapsed from one sport to another sport in a same season, the student may participate in another sport of the season after completing seven separate days of sport specific practice in the second sport.

13.8. Students participating in a sport(s) in one season must have practiced 14 separate days, exclusive of the day of a contest, to be eligible to participate in a sport in the next season with the following exception: the student has continued to practice or participate in tournament play without an interruption of school days. The student must complete seven separate days of sport specific practice in the second sport.



## 127-4-3 Code for Interscholastic Athletics

3.7. *Statement of Policy.* Insofar as unsportsmanlike actions by students, school administrators, officials, coaches, faculty members, and spectators are concerned, the identical items under the Sportsmanship Rule along with the following guides will be referred to by the WVSSAC:

3.7.a. The school whose coach behaves in a manner likely to have adverse influence on the attitudes of students or spectators may be provided with the choice of taking disciplinary action against that coach or having the entire school disciplined by the WVSSAC.

3.7.b. Any student who in protest lays hands or attempts to lay hands upon an official may be declared ineligible by the principal or by the WVSSAC for up to one year. Any student who strikes an opponent, coach, or a spectator during or following an athletic event may be declared ineligible by the principal or the WVSSAC for a specified period of time up to one year, depending on the seriousness of the act.

3.7.c. Any coach, student, or bench personnel ejected by an official will be suspended for the remainder of the game, match, meet or contest. The coach, student, or bench personnel ejected by an official will also be suspended in additional contest(s): the suspension will be assessed based upon ten (10) percent of the allowed regular season contests or post season progression in a playoff tournament for each sport. Any tenth of a percentage from .1 to .4 will be a suspension equal to the whole number of the percent. Any tenth from .5 to .9 will be an additional contest added to the whole number. The suspension will include the number of indicated contests in that sport and at that level and all other sport contests in the interim at any level. A second ejection will result in the doubling of the suspension assessed for the first ejection. If an individual is ejected for a third time during the same sport season, the individual will be suspended from participating or coaching for 365 calendar days from the date of ejection. In accordance with rule 127-3-15.3, an individual ejected by an official may not appeal that ejection, or any subsequent suspension that is a consequence of the ejection by an official..

3.7.c.1. Any coach, player or bench personnel who has been ejected shall not be permitted to attend any contest(s) during said suspension. He/she shall not be affiliated with the team in any capacity. This would include but not be limited to transportation to or from the contest, meeting with the team before, during or after said contest. He/she is not permitted to be in sight or sound of said contest venue. Regular practice or team meetings not affiliated with a contest are permitted.

3.7.c.2. If suspensions are imposed to a student or bench personnel at the end of the sport season and no contest remains, the suspension is carried over to that particular sport until the next school year. In the case of a senior student, the penalty will continue to the next WVSSAC sponsored sport.

3.7.c.3. Any coach suspension that cannot be enforced during the sport season in which the ejection occurs will be enforced at the beginning of the next season of that same sport.

3.7.d. In case of spectators physically molesting an official, administrator, coach, or student, the school may be given one of two options: 1) file charges against the offender (s) or 2) accept discipline from the WVSSAC. Any person found guilty of W.Va. Code §61-2-15(a) Assault, Battery on Athletic Officials, while these individuals are working or as a result of working an athletic contest, shall be banned from all WVSSAC athletic events for a minimum of 365 days from the date of being found guilty. The school filing charges shall notify the WVSSAC of the incident and outcome of any legal action.

3.7.e. The school that does not lend complete cooperation in the host school's effort to promote the spirit of good sportsmanship may be disciplined by the WVSSAC.

3.7.f. A coach may be considered as committing unsportsmanlike conduct if they make degrading remarks about officials during or after a game either on the field of play, from the bench, or through any public news media, argues with officials, or goes through motions indicating dislike for a decision, protests the decision and actions of officials pertaining to the game during and after the contest, or detains the official on the field of play following a game to request a ruling or explanation of some phase of the game. If a coach feels he/she has a legitimate criticism of a penalty call or a request for a rule interpretation, such criticism or request should be made in the privacy of the coach's office or the official's quarters and should be made in a courteous manner.

3.7.g. A student or team attendant shall not leave the bench area, team box area, or their designated off-field area during a game or contest other than during that time permitted by game or contest rules. A coach shall not leave the bench area, team box area, or the designated off-field area during a game or contest other than during that time permitted by game or contest rules unless a student altercation is taking place and the official requests assistance. Violation of this rule shall cause the coach, student, or team attendant to be immediately ejected from the contest, team penalized according to game or contest rules and that coach, student, or team attendant will not be eligible to participate in the next contest as outlined in §127-4-2.3.

3.8. Procedure. Unsportsmanship action must be reported in detail to the WVSSAC. A copy of the complaint must also be filed with the principal of the school involved. Each principal involved shall report such information or answers to the report as they deem appropriate. Upon receipt of all reports, the Executive Director and/or the Board of Directors of the WVSSAC shall investigate and adjudicate such reports in accordance with the powers afforded in §127-1-8.6 and 8.7 and §127-1-12.2 and 12.3 of the Constitution. Penalties up to and including suspension of member schools may be made in accordance with §127-4.

3.9. The following defines the different types of disciplinary action which may be assessed for violation of any WVSSAC rule by a member school, administrator, coach, athlete or contest official:

3.9.a. *Warning.* A warning may be given by the Executive Director or Assistant Executive Director. It is official notice that an inexcusable, unethical, or unsportsmanship action has occurred, is a matter of record, and that such an occurrence must not be repeated.

3.9.b. *Probation.* Probation is a much more severe type of warning and may be expressed two ways: 1) a school, coach, student, or team attendant on probation is told that further violations will lead to a fine or suspension; and/or 2) a school on probation is on conditional WVSSAC membership but may engage in its regular schedule, sanctioned events, and all WVSSAC tournament play, providing a program is filed with the Executive Director of the WVSSAC indicating measures to be taken to alleviate this problem which caused the school to be placed on probation.

3.9.c. *Suspension.* A school/coach suspended from the WVSSAC may not meet in interscholastic competition of any kind with a WVSSAC member school or a school that is a member of another state associated with the National Federation of State High School Associations.

3.9.d. *Fine.* A fine may be levied by the Executive Director.

3.9.e. Each of these sanctions (Warning, Probation, suspension and Fine) may be imposed or levied separately, or in a combination of one or more sanctions.

3.10 *Appeals.* All cases involving disciplinary action against member schools, coaches, students, team attendants, or officials may be protested in accordance with §127-6. However, disciplinary action imposed by an official, including disciplinary action that is a consequence of a decision by an official, such as a suspension for an additional game or games as a consequence of an ejection, is governed by rule 127-3-15.3 and is not subject to appeal.

3.11 *Review of Ejections.* Disciplinary action imposed by a contest official, including disciplinary action that results in a suspension for an additional game or games as a consequence of an ejection, is not subject to appeal pursuant to Rule §127-6. However, if the individual ejected believes the ejection was improper, he/she may request a review of the ejection by his/her principal. If the principal believes there is merit in the requested review, the principal shall complete and submit the WVSSAC Ejection Review Form within 24 hours or the next business day of the ejection to the Executive Director of the WVSSAC. If a review is properly requested, the WVSSAC will review the officials' special report, the WVSSAC Ejection Review Form, and such other information as the WVSSAC deems appropriate. Upon review, the WVSSAC Executive Director or the designated Assistant Director will either sustain the ejection and any consequent suspension(s), or will determine the ejection was improper and void any consequent suspension(s). A decision by the WVSSAC upon reviewing an ejection is not subject to appeal pursuant to Rule §127-6.



# WVSSAC

## Return to Play (RTP) Protocol

An athlete removed from a contest that shows signs/symptoms of a concussion shall be immediately evaluated by an appropriate health care professional. If no appropriate health care professional is available, the athlete shall not be allowed to RTP.

When the athlete is evaluated by the appropriate health care professional, if it is determined the athlete has suffered a concussion, the athlete shall not be permitted to RTP the same day as the concussion. If it is determined by the appropriate health care professional that the athlete did not suffer a concussion, the athlete may be returned to play as deemed appropriate by the health care professional.

RTP shall be delayed until athlete is asymptomatic and has undergone a progression of tests to determine if they are able to RTP. **Each step / test in the progression takes 24 hours (1 per day).**

The progression shall follow: (Neuro-cognitive testing is strongly recommended.)

- No activity with complete physical and cognitive rest
- Light aerobic exercise (less than 70% of maximum heart rate)
- Sport specific exercise (drills specific to the athlete's sport)
- Non-contact training drills (more intense sport drills with no contact from other players)
- Full participation practice (following written medical clearance)
- Return to Play (normal game play)

If any symptoms occur during the progression, the athlete should drop back to the previous level and try to complete that level after 24 hour rest period.

## Appropriate Health Care Professional

**Note: Any of the following who have appropriate training in the evaluation and management of head injuries.**

- Medical Doctor (MD)
- Doctor of Osteopathy (DO)
- Doctor of Chiropractic (DC)
- Advanced Registered Nurse Practitioner (ARNP)
- Physician Assistant (PA-C)
- Registered Certified Athletic Trainers (ATC/R)

Approved Board of Directors 5/06/10. Revised 2016

rk:Sports Medicine/Return to Play



## A Parent's Guide to Concussion

National Federation of State High School Associations (NFHS)  
Sports Medicine Advisory Committee (SMAC)

### What is a concussion?

- A concussion is a brain injury which results in a temporary disruption of normal brain function. A concussion occurs when the brain is violently rocked back and forth or twisted inside the skull, typically from a blow to the head or body. An athlete does not need to lose consciousness (be “knocked-out”) to suffer a concussion, and in fact, less than ten percent of concussed athletes suffer loss of consciousness.

### Concussion Facts

- A concussion is a type of traumatic brain injury. The result is a more obvious functional problem than a clear structural injury, causing it to be invisible to standard medical imaging (CT and MRI scans).
- It is estimated that over 140,000 high school athletes across the United States suffer a concussion each year. (Data from NFHS Injury Surveillance System)
- Concussions occur most frequently in football, but boys' ice hockey, boys' lacrosse, girls' soccer, girls' lacrosse and girls' basketball follow closely behind. All athletes are at risk.
- A concussion may cause multiple symptoms. Many symptoms appear immediately after the injury, while others may develop over the next several days or weeks. The symptoms may be subtle and are often difficult to fully recognize.
- Concussions can cause symptoms which interfere with school, work, and social life.
- Concussion symptoms may last from a few days to several months.
- An athlete should not return to sports or physical activity like physical education or working-out while still having symptoms from a concussion. To do so puts them at risk for prolonging symptoms and further injury.

### What should I do if I think my child has had a concussion?

If an athlete is suspected of having a concussion, he or she must be immediately removed from that activity. Continuing to play or work out when experiencing concussion symptoms can lead to worsening of symptoms, increased risk for further injury and possibly death. Parents and coaches are not expected to be able to make the diagnosis of a concussion. A medical professional trained in the diagnosis and management of concussions will determine the diagnosis. However, you must be aware of the signs and symptoms of a concussion. If you are suspicious your child has suffered a concussion, he or she must stop activity right away and be evaluated:

**When in doubt, sit them out!**

All student-athletes who sustain a concussion need to be evaluated by a health care professional who is experienced in concussion management. You should call your child’s physician and explain what has happened and follow your physician’s instructions. If your child is vomiting, has a severe headache, is having difficulty staying awake or answering simple questions, he or she should be immediately taken to the emergency department.

**What are the signs and symptoms of a concussion?**

SIGNS OBSERVED BY PARENTS, FRIENDS, TEACHERS OR COACHES	SYMPTOMS REPORTED BY ATHLETE
Appears dazed or stunned	Headache
Is confused about what to do	Nausea
Forgets plays	Balance problems or dizziness
Is unsure of game, score, or opponent	Double or fuzzy vision
Moves clumsily	Sensitivity to light or noise
Answers questions slowly	Feeling sluggish
Loses consciousness	Feeling foggy or groggy
Shows behavior or personality changes	Concentration or memory problems
Can’t recall events prior to hit	Confusion
Can’t recall events after hit	

**When can an athlete return to play following a concussion?**

After suffering a concussion, **no athlete should return to play or practice on that same day.** Previously, athletes were allowed to return to play if their symptoms resolved within 15 minutes of the injury. Studies have shown that the young brain does not recover quickly enough for an athlete to safely return to activity in such a short time.

Concerns over athletes returning to play too quickly have led state lawmakers in almost all states to pass laws stating that **no player shall return to play that day following a concussion, and the athlete must be cleared by an appropriate health-care professional before he or she is allowed to return to play in games or practices.** The laws typically also mandate that players, parents and coaches receive education on the dangers and recognizing the signs and symptoms of concussion.

Once an athlete no longer has symptoms of a concussion and is cleared for return to play, he or she should proceed with activity in a step-wise fashion to allow the brain to re-adjust to exertion. On average, the athlete will complete a new step each day. An example of a typical return-to-play schedule is shown below:

- Day 1: Light exercise, including walking or riding an exercise bike. No weight-lifting.
- Day 2: Running in the gym or on the field. No helmet or other equipment.
- Day 3: Non-contact training drills in full equipment. Weight-training can begin.
- Day 4: Full contact practice or training.
- Day 5: Game play.

**If symptoms occur at any step, the athlete should cease activity and be re-evaluated by their health care provider.**

### **How can a concussion affect schoolwork?**

Following a concussion, many student-athletes will have difficulty in school. These problems may last from days to months and often involve difficulties with short- and long-term memory, concentration and organization.

In many cases after the injury, it is best to decrease the athlete's class load early in the recovery phase. This may include staying home from school for a few days, followed by academic accommodations (such as a reduced class schedule), until the athlete has fully recovered. Decreasing the stress on the brain and not allowing the athlete to push through symptoms will shorten the recovery time.

### **What can I do?**

- Both you and your child should learn to recognize the "Signs and Symptoms" of concussion as listed above.
- Teach your child to tell the coaching staff if he or she experiences such symptoms.
- Emphasize to administrators, coaches, teachers and other parents your concerns and expectations about concussion and safe play.
- Teach your child to tell the coaching staff if he or she suspects that a teammate has suffered a concussion.
- Ask teachers to monitor any decrease in grades or changes in behavior that could indicate a concussion.
- Report concussions that occurred during the school year to appropriate school staff. This will help in monitoring injured athletes as they move to the next season's sports.

### **Other Frequently Asked Questions**

#### **Why is it so important that athletes not return to play until they have completely recovered from a concussion?**

Student-athletes that return to any activity too soon (school work, social activity or sports activity), can cause the recovery time to take longer. They also risk recurrent, cumulative or even catastrophic consequences, if they suffer another concussion. Such risk and difficulties are prevented if each athlete is allowed time to recover from his or her concussion and the return-to-play decisions are carefully and individually made. No athlete should return to sport or other at-risk activity when signs or symptoms of concussion are present and recovery is ongoing.

#### **Is a "CAT scan" or MRI needed to diagnose a concussion?**

Diagnostic testing, which includes CT ("CAT") and MRI scans, are rarely needed following a concussion. While these are helpful in identifying life-threatening head and brain injuries (skull fractures, bleeding or swelling), they are currently insensitive to concussive injuries and do not aid in the diagnosis of concussion. Concussion diagnosis is based upon the athlete's story of the injury and a health care provider's physical examination and testing.



### **What is the best treatment to help my child recover quickly from a concussion?**

The best treatment for a concussion is rest. There are no medications that can help speed the recovery. Exposure to loud noises, bright lights, computers, video games, television and phones (including text messaging) may worsen the symptoms of a concussion. You should allow your child to rest as much as possible in the days following a concussion. As the symptoms lessen, you can allow increased use of computers, phone, video games, etc., but the access must be lessened or eliminated, if symptoms worsen.

### **How long do the symptoms of a concussion usually last?**

The symptoms of a concussion will usually go away within 2–3 weeks of the initial injury. You should anticipate that your child will likely be out full participation in sports for about 3-4 weeks following a concussion. However, in some cases symptoms may last for many more weeks or even several months. Symptoms such as headache, memory problems, poor concentration, difficulty sleeping and mood changes can interfere with school, work, and social interactions. The potential for such long-term symptoms indicates the need for careful management of all concussions.

### **How many concussions can an athlete have before he or she should stop playing sports?**

There is no “magic number” of concussions that determine when an athlete should give up playing contact or collision sports. The circumstances that surround each individual injury, such as how the injury occurred and the duration of symptoms following the concussion, are very important and must be individually considered when assessing an athlete’s risk for and potential long-term consequences from incurring further and potentially more serious concussions. The decision to “retire” from sports is a decision best reached after a complete evaluation by your child’s primary care provider and consultation with a physician or neuropsychologist who specializes in treating sports concussions.

### **I’ve read recently that concussions may cause long-term brain damage in professional football players. Is this a risk for high school athletes who have had a concussion?**

The issue of “chronic traumatic encephalopathy (CTE)” in former professional players has received a great deal of media attention lately. Very little is known about what may be causing these dramatic abnormalities in the brains of these unfortunate players. At this time we do not know the long-term effects of concussions (or even the frequent sub-concussive impacts) which happen during high school athletics. In light of this, it is important to carefully manage every concussion and all concussion-like signs and symptoms on an individual basis.

Some of this information has been adapted from the CDC’s “Heads Up: Concussion in High School Sports” materials by the NFHS’s Sports Medicine Advisory Committee. Please go to [www.cdc.gov/ncipc/tbi/Coaches\\_Tool\\_Kit.htm](http://www.cdc.gov/ncipc/tbi/Coaches_Tool_Kit.htm) for more information.

**Revised and Approved April 2013  
April 2010**

#### **DISCLAIMER – NFHS Position Statements and Guidelines**

The NFHS regularly distributes position statements and guidelines to promote public awareness of certain health and safety-related issues. Such information is neither exhaustive nor necessarily applicable to all circumstances or individuals, and is no substitute for consultation with appropriate health-care professionals. Statutes, codes or environmental conditions may be relevant. NFHS position statements or guidelines should be considered in conjunction with other pertinent materials when taking action or planning care. The NFHS reserves the right to rescind or modify any such document at any time.



# Concussions

WVSSAC Policy and 2013 Legislation - Senate Bill 336

Based upon the recommendation of the Sports Medicine Advisory Committee, the Board of Directors approved the following at it's June, **2016** meeting.

- 1) **ALL COACHES** will be required to annually complete the NFHS Concussion Course.
- 2) The principal shall monitor and maintain appropriate records regarding completion of the course.
- 3) **ANY COACH** that does not complete the NFHS Concussion Course annually will not be permitted to coach until the course has been completed.
- 4) Make concussion information available to parents and athletes.
  - Physical Form
  - CDC Letter
  - Parents Guide to Concussion in Sports
- 5) Return to Play protocol (RTP)- Must have written permission to RTP from a health care professional with training in the evaluation of head injuries.
- 6) WVSSAC Concussion Report - Required submission to school administration. Report must be submitted to Dr. Dan Martin within 30 days of injury.

Information/directions regarding the NFHS Concussion Course may be found at [www.nfhslearn.com](http://www.nfhslearn.com).

Additional information regarding concussions may be found on the Sports Medicine tab at the WVSSAC website. ([www.wvssac.org](http://www.wvssac.org))



## Concussion Course Required

**All Coaches** are required to take the free course “Concussion in Sports” annually.

If the **Coach** took the course last year, he/she **MUST** take the course again before they are permitted to coach.

You must go through the purchase/checkout process for the free course in order to get credit for the current year and to be able to print the certificate.

**All New Coaches** must take the course now. Follow the directions “**New to NFHS Learn? Register Now**” on [www.nfhslearn.com](http://www.nfhslearn.com)

# Concussion in Sports - What You Need to Know Ordering Information at [www.nfhslearn.com](http://www.nfhslearn.com)



### Steps to access the FREE course:

1. Go to [www.nfhslearn.com](http://www.nfhslearn.com)
2. Sign in with your e-mail and password if you have previously registered.
3. If you need to register, it will only take a couple of minutes. All users at [www.nfhslearn.com](http://www.nfhslearn.com) must be registered with a unique e-mail address and password.
4. Toward the upper left-hand part of the screen , you will see the “Click to Access This Free Course” for “**Concussion in Sports — What You Need to Know.**”
5. You can order licenses as an individual to take the course yourself OR you can purchase courses in bulk if you intend to distribute the courses to others (there is a limit of 99 licenses per any one order).
6. Note: You will need to click on “Save” once you have put the course(s) in your cart and before you can proceed to Checkout.
7. As you go through the process you will see that you are using the “purchasing process” that is standard for NFHS Coach Education courses. You are not being charged anything for the Concussion courses. You do have the ability to order other courses at the same time, and you will be asked for payment for those.
8. You can then start the course if you ordered as an individual or begin distributing the licenses if you ordered in bulk.
9. If necessary, refer to the form regarding distributing bulk licenses. It can be found in the Locker Room at [www.nfhslearn.com](http://www.nfhslearn.com).

**The online concussion course is offered at no cost to the user.** Once you have finished, you will be added to the database as having completed the course. The name of the individual completing the course will appear in the “Coach Search” feature as having completed this course along with any other courses completed at [www.nfhslearn.com](http://www.nfhslearn.com).

# RECRUITING REGULATIONS

If a coach is contacted by a student, his/her parents, or anyone else regarding a student athlete transferring to his/her district, the coach shall refer the individual(s) to a school administrator in the district immediately. A coach cannot discuss the matter with the student or anyone else for that matter and should not even listen when the subject is brought up concerning students transferring to his/her school. School coaches working or coaching in outside school leagues and camps should be warned that a potential problem exists if a student later enrolls at the school where the coach is employed. The school administrator, after being notified by the coach that a prospective student athlete has approached the coach about possibly playing for his/her school team, should contact the WVSSAC office immediately. Seriously or jokingly telling a student that you would like for that athlete to play for you or your team shall be considered recruiting. Rules regarding individuals who engage in recruiting shall not be restricted specifically to school personnel.

Approved by the Board of Appeals  
October 1998

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## GUIDELINES FOR SUSPENDED COACH/PLAYER

A coach or player who is ejected from a contest shall be suspended for the remainder of the game, match, meet or contest. An ejected coach shall exit the playing arena (out of sight and sound of the venue) as well as the team and bench areas. If there is not another person hired by the board of education to coach that sport or a professional from that school present to take his/her place, the contest shall be forfeited. Because of supervision and liability, an ejected athlete shall sit on the bench and shall not cause nor participate in any further problems. Furthermore, a coach or player shall not be permitted to attend subsequent contests of the suspension. He/she shall not be formally affiliated with the team in any capacity. This would include but not be limited to transportation to or from the contest, meeting with the team before, during or after the contest, wearing a uniform, or sitting in the bench or team area. Regular practice or team meetings not affiliated with a contest will not fall under this policy.



## SPECTATOR SUPPORT INFORMATION FOR TOURNAMENTS

The following sport support information is provided for each specified sport. **ONLY** those items marked with "Yes" are allowed during tournament play (sectional, regional, and state). It is recommended that schools follow these regulations during regular season play.

Vocal cheering and support from team bench areas are encouraged; however, the items indicated on this page are for use by spectators. Schools must stress **GOOD SPORTSMANSHIP** when allowing any item to be used. All items must be for support of your team and not directed against the opponent.

Legend: BSK Basketball      CC Cross Country      SB Softball      TE Tennis      WR Wrestling  
 BB Baseball      FB Football      SC Soccer      TR Track & Field  
 CH Cheer      GO Golf      SW Swimming      VB Volleyball

SPORT	BSK	BB	CH	CC	FB	GO	SB	SC	SW	TE	TR	VB	WR
Apparel Required Upper/Lower Body Garments	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Balloons	No	Yes	No	Yes	Yes	Yes	Yes	Yes	No	Yes	Yes	No	No
Banners on wall/stadium	No	No	No	No	No	No	No	No	No	No	No	No	No
Permanent Signage/ Advertisement Senior Pictures	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Confetti/Paper debris	No	No	No	No	No	No	No	No	No	No	No	No	No
Hand-held Signs (one holder)	Yes	Yes	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
TOURNAMENT DIRECTORS HAVE AUTHORITY IN DETERMINING APPROPRIATE SIZE AND SIGN MESSAGE.													
Laser Pointer	No	No	No	No	No	No	No	No	No	No	No	No	No
Miniature sports balls thrown to crowd	No	No	No	No	No	No	No	No	No	No	No	No	No
Noise makers (Horns, cow bells, bells, buzzers, clickers, or any noisemakers)	No	Yes	No	Yes	Yes	No	Yes	Yes	No	No	No	No	No
TOURNAMENT DIRECTORS HAVE AUTHORITY IN DETERMINING WHAT IS CONSIDERED AN ARTIFICIAL OR MECHANICAL NOISE MAKER. NF RULES SPECIFY NOISE MAKERS WHICH MAY NOT BE USED.													
Opening Prayer/ Invocation	No	No	No	No	No	No	No	No	No	No	No	No	No
Paper banners for team to run through	Yes *	Yes	N/A	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Pom pons (w/o sticks) Spirit Towels	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Recorded/taped Music over amplifying system Only pregame or halftime	Yes *	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
School Band, Pep Band	No	No	No	No	Yes	No	No	Yes	No	No	No	No	No
Air Horns / Bull Horn	No	No	No	No	No	No	No	No	No	No	No	No	No
Cannons & Muskets	No	No	No	No	No	No	No	No	No	No	No	No	No
50-50 Drawing	No	No	No	No	No	No	No	No	No	No	No	No	No
Reserve Seating State Only	No	No	No	No	No	No	No	No	No	No	No	No	No

**National Federation of State  
High School Associations**



**GUIDELINES ON HANDLING PRACTICES AND CONTESTS  
DURING LIGHTNING OR THUNDER DISTURBANCES**

These guidelines provide a default policy to those responsible or sharing duties for making decisions concerning the suspension and restarting of practices and contests based on the presence of lightning or thunder. The preferred sources from which to request such a policy for your facility would include your state high school activities association and the nearest office of the National Weather Service.

**PROACTIVE PLANNING**

1. Assign staff to monitor local weather conditions before and during practices and contests.
  2. Develop an evacuation plan, including identification of appropriate nearby safer areas and determine the amount of time needed to get everyone to a designated safer area:
    - a. A designated safer place is a substantial building with plumbing and wiring where people live or work, such as a school, gymnasium or library. An alternate safer place from the threat of lightning is a fully enclosed (not convertible or soft top) metal car or school bus.
  3. Develop criteria for suspension and resumption of play:
    - a. When thunder is heard or lightning is seen\*, the leading edge of the thunderstorm is close enough to strike your location with lightning. Suspend play for at least 30 minutes and vacate the outdoor activity to the previously designated safer location immediately.
    - b. 30-minute rule. Once play has been suspended, wait at least 30 minutes after the last thunder is heard or lightning is witnessed\* prior to resuming play.
    - c. Any subsequent thunder or lightning\* after the beginning of the 30-minute count will reset the clock and another 30-minute count should begin.
    - d. When lightning-detection devices or mobile phone apps are available, this technology could be used to assist in making a decision to suspend play if a lightning strike is noted to be within 10 miles of the event location. However, you should never depend on the reliability of these devices and, thus, hearing thunder or seeing lightning\* should always take precedence over information from a mobile app or lightning-detection device.
- \* – At night, under certain atmospheric conditions, lightning flashes may be seen from distant storms. In these cases, it may be safe to continue an event. If no thunder can be heard and the flashes are low on the horizon, the storm may not pose a threat. Independently verified lightning detection information would help eliminate any uncertainty.
4. Review the lightning safety policy annually with all administrators, coaches and game personnel and train all personnel.
  5. Inform student-athletes and their parents of the lightning policy at start of the season.

Revised and Approved March 2018



**WEST VIRGINIA SECONDARY SCHOOL ACTIVITIES COMMISSION  
2875 STAUNTON TURNPIKE, PARKERSBURG, WV 26104**

## **BODY FLUID HANDLING PROCEDURES**

### **PURPOSE**

The West Virginia Secondary School Activities Commission has adopted this policy in an effort to minimize the possibility of transmission of any infectious disease during a high school athletic practice or contest. The policy primarily addresses blood-borne pathogens such as Hepatitis B virus and the Human Immunodeficiency Virus (HIV). However, it also discusses common-sense precautions against the spread of less serious contagions such as the Influenza virus and the Common Cold virus.

Much of this policy has been written with contacts sports such as football, wrestling, and basketball in mind. However, it is applicable for all sports.

### **BLOOD-BORNE PATHOGENS**

Blood-Borne pathogens such as Hepatitis B and HIV are serious infectious diseases which are present in blood as well as other bodily fluids; such as semen, vaginal secretions and breast milk. While there are a number of other such blood-borne diseases, Hepatitis B and HIV are the most commonly known.

Hepatitis B is a virus which results in a dangerous inflammation of the liver. Its victims suffer long-term consequences and reoccurrences, and the disease can be deadly if not treated. HIV is the virus that causes Acquired Immunodeficiency Syndrome (AIDS), which weakens the immune system, thus making a person susceptible to infections their immune systems would normally fight off.

The precise risk of HIV transmission during exposure of open wounds or mucous membranes such as the eyes, ears, nose, and mouth to contaminated blood is not known. However, evidence would suggest it is extremely low. In fact, the possibility of contracting HIV in this manner is much less than the possibility of contracting Hepatitis B and other blood-borne viral infections.

Therefore, student athletes, coaches, and officials must understand that while it is possible for HIV to be transmitted by blood from one individual to another through an open wound or a mucous membrane, the probability is very low. However, since the chance of this occurring is not zero, the appropriate precautions should be taken to ensure no transmission can occur.

### **PRECAUTIONS AGAINST TRANSMISSION OF BLOOD-BORNE PATHOGENS**

The proper handling of body fluid spills should be a concern of teachers, coaches, officials, and student athletes. All concerned individuals must be aware that any time there is blood and/or other body fluids present, there is the possibility of an infectious disease being present. However this possibility can be nearly eliminated if the following precautions are observed.

#### **General Procedures:**

- 1) Wear latex or vinyl disposable exam gloves before making contact with body fluids during care, treatment, and cleaning procedures.
- 2) Discard gloves after each use.
- 3) Wash hands after handling any body fluids, whether or not gloves are worn.
- 4) Discard disposal items in plastic lined containers with lids. Close bags and discard daily.
- 5) Do not reuse plastic bags.
- 6) Use disposable items to handle body fluids whenever possible.
- 7) Use paper towels to pick up and discard any solid waste materials such as vomitus and feces.



### **Procedures for Activities:**

- 1) All athletes must cover any open wound.
- 2) Student athletes should treat and cover their own wounds whenever possible.
- 3) When administering first aid, disposable rubber gloves should be worn. A different pair of gloves should be worn for each treatment administered.
- 4) If an individual gets someone else's blood on his/her skin, the area should be washed with soap and water and wipe the area with disinfectant, such as isopropyl alcohol.
- 5) If a student athlete begins to bleed during activity, play must be stopped, the student athlete who is injured removed, and any potentially contaminated surfaces cleaned using a disinfectant. The surface should be wiped with clean water.
- 6) Any student athlete that is removed must have the wound covered and the bleeding stopped, prior to returning to contest.
- 7) Any individual who has treated a wound or cleaned a contaminated surface should wash his/her hands with soap and warm water.
- 8) A student athlete should take a shower using a liberal amount of soap and warm water following the contest.
- 9) Towels, which are used by athletes, coaches, or officials should not be used to clean off any potentially contaminated surfaces.
- 10) All soiled linens such as towels and uniforms should be washed in hot water and in a detergent containing bleach, if possible.
- 11) If a coach or an official gets blood on them they should first wash the area with warm water and soap, and then wipe the area with a disinfectant such as isopropyl alcohol.
- 12) All coaches, athletes, and officials should practice good hygiene. Towels, cups, and water bottles should not be shared.
- 13) Keeping locker rooms and other areas well ventilated and clean can also help in preventing other air-borne contagions from being transmitted.

### **REFERENCES**

St. Joseph's Hospital, Sports Medicine Staff, Parkersburg, WV.  
West Virginia Chapter of the American Academy of Family Physicians, Sports Medicine Committee.  
"Blood-Borne Pathogens in the Health Care of the Athlete," The First Aider, Fall 1992, Vol. 62, No.1.  
"Infectious Disease Policy of the Florida High School Activities Association." 8-8-92.  
"Routine for Handling Body Fluids," Michigan High School Association.

### **Policy Adopted by the Board of Directors**

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# WAYS TO PREVENT SKIN INFECTIONS: A PLAYER'S GUIDE



## ***Cover Cuts & Sores!***

***With a bandaid or wrap before you play***



## ***Wash Up!***

**With soap and hot water**



## ***Don't Share!***

**Towels, clothes or personal items**



## ***Show & Tell!***

**Show cuts & sores  
to your coach**



## ***Be Prepared!***

**Learn first aid for cuts  
& sores**



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# MEASURES FOR PREVENTING STAPHYLOCOCCAL SKIN INFECTIONS AMONG SPORTS PARTICIPANTS

## Centers for Disease Control Recommendations for School Athletic Teams



1 Cover all wounds. If a wound cannot be covered adequately, consider excluding players with potentially infectious skin lesions from practice or competitions until the lesions are healed or can be covered adequately.



2 Encourage good hygiene, including showering and washing with soap after all practices and competitions.



3 Ensure availability of adequate soap and hot water



4 Discourage sharing of towels and personal items (e.g., clothing or equipment).



5 Establish routine cleaning schedules for shared equipment.



6 Train athletes and coaches in first aid for wounds and recognition of wounds that are potentially infected.



7 Encourage athletes to report skin lesions to coaches and encourage coaches to assess athletes regularly for skin lesions.



# **West Virginia Department of Health and Human Resources**

## **Information for the Public -**

### **Methicillin Resistant *Staphylococcus aureus* (MRSA)**

#### **What is *Staphylococcus aureus*?**

*Staphylococcus aureus*, or Staph, is a bacteria that lives on the skin or in the nose of healthy people. Occasionally, staph can cause infections of the skin, bloodstream, lungs, bones, joints, heart, or almost any part of the body.

#### **What is methicillin resistant *Staphylococcus aureus* (MRSA)?**

MRSA (pronounced 'mursa') is a type of staph that has become resistant to some common antibiotics. This means that an infection with MRSA is more difficult to treat.

#### **Where are staph and MRSA found?**

Staph and MRSA may be found on the skin or in the nose. About 30 to 50% of people may carry the staph bacteria on their skin without getting ill.

#### **How common is MRSA?**

In many communities, including some in West Virginia, MRSA is now the most common cause of skin infections due to 'staph.' According to some studies, 1 to 10% of people now carry MRSA in their nose or on their skin.

#### **Who is most at risk for staph infections?**

While anyone can get an infection with staph, certain persons are more at risk. These people include diabetics, people on dialysis, persons who use injection drugs, people who have recently had surgery, and persons with chronic diseases such as cancer. Staph infections are also more common in persons who have a tube going into their body (such as a urinary catheter or intravenous (IV) catheter).

MRSA infections are more likely in persons who have recently received antibiotics or recently been in a hospital or nursing home. In the last few years, MRSA infections have also been identified in persons outside of hospitals. Cases of MRSA disease in the community are associated with recent antibiotic use, sharing contaminated items, active skin disease, and living in crowded settings. Outbreaks have occurred on sports teams, in jails or military units, camps and even hospital wards. Community associated MRSA infections are usually skin infections; however, severe illness can also occur.

## **Are staph and MRSA infections treatable?**

Yes, staph infections are treatable. Skin infections can usually be treated with oral antibiotics. MRSA infections are usually treatable, but they may be more difficult to treat. The doctor will have to get a laboratory test to tell the difference between MRSA and staph.

## **How are staph and MRSA spread?**

Staph and MRSA can spread among people by close physical contact. Spread may also occur by touching objects, such as towels, sheets, clothes, work-out areas and sports equipment contaminated by the skin of a person with MRSA or staph.

## **How can I prevent staph or MRSA infections?**

- Keep your hands clean by washing thoroughly with soap and water. Alcohol-based hand cleansers also help.
- Keep cuts and wounds clean and covered with a dressing until healed. Avoid contact with other peoples= wounds.
- Avoid sharing towels, clothing, sports equipment, deodorant, cosmetics and other personal items.
- Only take antibiotics if you really need them. Antibiotics do not work for a cold, the flu or other viral infections. When a doctor prescribes antibiotics, take them as directed.



**Requirements for 2018-19 NFHS free course “Sudden Cardiac Arrest”** is required for all coaches to complete one time. Also, all coaches are required to complete the NFHS free course **“Heat Illness Prevention”** one time. Schools are to maintain appropriate records.

**WEST VIRGINIA SECONDARY SCHOOL ACTIVITIES COMMISSION  
WVSSAC Sports Medicine Committee**

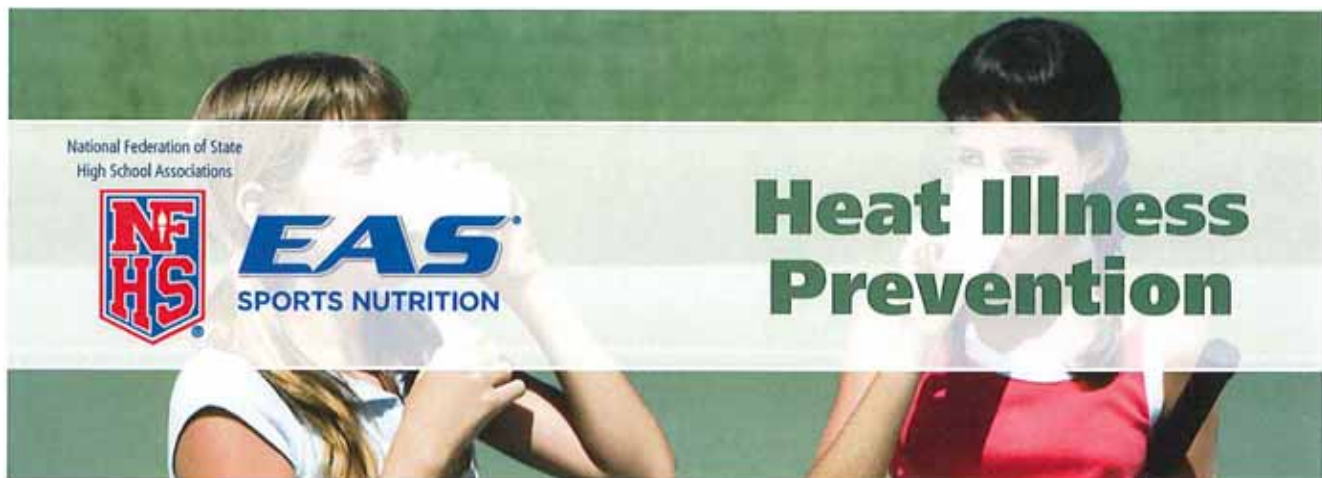
**Heat Acclimatization and Heat Illness Prevention Position Statement**

Although deaths from heat illness are rare, constant surveillance and education of our student athletes and coaches is necessary in order to maintain the safety and health of our students and coaches. Students participating in high-intensity, long-duration or repeated same-day sports practices and training activities during times of high heat and/or humidity may be at risk.

Following the recommended guidelines and procedures as established by the WVSSAC Sports Medicine Committee can reduce the risk and incidence of heat illnesses and the resulting deaths and injuries in high and middle school athletics. The Sports Medicine Committee and WVSSAC Board of Directors recognize the importance of our coaches and other individuals responsible for supervising our students. They have the ultimate responsibility for the health and welfare of those students under their care.

It is required by SB40 that each member school have a written Emergency Action Plan for practice and games to deal with emergencies related to injury or illness to a student athlete. The plan should include involvement of local rescue agencies, medical doctors, hospitals and local law enforcement agencies.





Exertional heat stroke is the leading cause of preventable death in high school athletics. Exertional heat stroke also results in thousands of emergency room visits and hospitalizations throughout the nation each year. This free course, brought to you by EAS Sports Nutrition, a division of Abbott Labs, is designed to give you the critical information you need to minimize the risk of exertional heat stroke among your athletes. The course presents seven fundamentals, which when followed, will minimize heat related illnesses of the students who participate.

### Course Objectives

- Recognize that Exertional Heatstroke (EHS) is the leading preventable cause of death among athletes
- Know the importance of a formal pre-season heat acclimatization plan
- Know the importance of having and implementing a specific hydration plan, keeping your athletes well-hydrated, and providing ample opportunities for, and encouraging, regular fluid replacement

### Units

- Fundamentals
  1. Start Slow, Then Progress
  2. Allow for Individual Conditioning
  3. Adjust Intensity and Rest
  4. Start Sessions Adequately Hydrated
  5. Recognize Signs Early
  6. Recognize More Serious Signs
  7. Have an Emergency Action Plan

### More

- Unlimited access to course & resources for one year from date of purchase
- FREE Course
- Use as an elective to fulfill  certification requirements
- Approved by NFHS for 1 course clock hour

More Information at [nfhslearn.com](http://nfhslearn.com)!

# HEAT INDEX (apparent temperature)

°F	RELATIVE PERCENT HUMIDITY								
	40%	45%	50%	55%	60%	65%	70%	75%	80%
102°	114°	119°	124°	130°	137°				
100°	109°	114°	118°	124°	129°	136°			
98°	105°	109°	113°	117°	123°	128°	134°		
96°	101°	104°	108°	112°	116°	121°	126°	132°	
94°	97°	100°	102°	106°	110°	114°	119°	124°	129°
92°	94°	96°	99°	101°	105°	108°	112°	116°	121°
90°	91°	93°	95°	97°	100°	103°	106°	109°	113°
88°	88°	89°	91°	93°	95°	98°	100°	103°	106°
86°	85°	87°	88°	89°	91°	93°	95°	97°	100°
84°	83°	84°	85°	86°	88°	89°	90°	92°	94°
82°	81°	82°	83°	84°	84°	85°	86°	88°	89°
80°	80°	80°	81°	81°	82°	82°	83°	84°	84°

CAUTION
  EXTREME CAUTION
  DANGER

Source: National Weather Service

STA

- 91 degrees Heat Index or under
- All Sports:
  - Provide ample amounts of water. This means that water should always be available and athletes should be able to take in as much water as they desire.
  - Optional water breaks every 30 minutes.
  - Ice-down towels for cooling.
  - Watch/monitor athletes carefully for necessary action.

- 92 degrees to 103 degrees Heat Index
- All Sports:
  - See above plus; Contact sports and activities with additional equipment (ie), helmets and other possible equipment removed if not involved in contact.
  - Increase water breaks; a minimum every 30 minutes.
  - Reduce time of outside activity. Consider postponing practice to later in the day.
  - \*Re-check temperature and humidity every 30 minutes to monitor for increased Heat Index.

- 104 degrees to 125 degrees Heat Index
- All Sports:
  - Same as above plus; Alter uniform by removing items if possible.
  - Allow for changes to dry t-shirts and shorts.
  - Reduce time of outside activity as well as indoor activity if air conditioning is unavailable.
  - Postpone practice to later in the day.
  - Suspend practice, or remove equipment and decrease practice intensity for sports and activities where additional equipment is required for contact or safety.

- **Above 125 degrees Heat Index**
- All Sports:
  - ***Suspend all outside activity in practice and/or play, and stop all inside activity if air conditioning is unavailable.***
  - **Re-evaluate before resuming activities.**

# HEADS+UP

## CONCUSSION IN HIGH SCHOOL SPORTS

A FACT SHEET FOR **PARENTS**

### What is a concussion?

A concussion is a type of traumatic brain injury. Concussions are caused by a bump or blow to the head. Even a “ding,” “getting your bell rung,” or what seems to be a mild bump or blow to the head can be serious.

You can’t see a concussion. Signs and symptoms of concussion can show up right after the injury or may not appear or be noticed until days or weeks after the injury. If your child reports any symptoms of concussion, or if you notice the symptoms yourself, seek medical attention right away.

### What are the signs and symptoms of a concussion?

If your child has experienced a bump or blow to the head during a game or practice, look for any of the following signs of a concussion:

SYMPTOMS REPORTED BY ATHLETE	SIGNS OBSERVED BY PARENTS/GUARDIANS
<ul style="list-style-type: none"> <li>• Headache or “pressure” in head</li> <li>• Nausea or vomiting</li> <li>• Balance problems or dizziness</li> <li>• Double or blurry vision</li> <li>• Sensitivity to light</li> <li>• Sensitivity to noise</li> <li>• Feeling sluggish, hazy, foggy, or groggy</li> <li>• Concentration or memory problems</li> <li>• Confusion</li> <li>• Just “not feeling right” or “feeling down”</li> </ul>	<ul style="list-style-type: none"> <li>• Appears dazed or stunned</li> <li>• Is confused about assignment or position</li> <li>• Forgets an instruction</li> <li>• Is unsure of game, score, or opponent</li> <li>• Moves clumsily</li> <li>• Answers questions slowly</li> <li>• Loses consciousness (even briefly)</li> <li>• Shows mood, behavior, or personality changes</li> </ul>

### How can you help your child prevent a concussion or other serious brain injury?

- Ensure that they follow their coach’s rules for safety and the rules of the sport.
- Encourage them to practice good sportsmanship at all times.
- Make sure they wear the right protective equipment for their activity. Protective equipment should fit properly and be well maintained.
- Wearing a helmet is a must to reduce the risk of a serious brain injury or skull fracture.
  - However, helmets are not designed to prevent concussions. There is no “concussion-proof” helmet. So, even with a helmet, it is important for kids and teens to avoid hits to the head.

### What should you do if you think your child has a concussion?

**SEEK MEDICAL ATTENTION RIGHT AWAY.** A health care professional will be able to decide how serious the concussion is and when it is safe for your child to return to regular activities, including sports.

**KEEP YOUR CHILD OUT OF PLAY.** Concussions take time to heal. Don’t let your child return to play the day of the injury and until a health care professional says it’s OK. Children who return to play too soon—while the brain is still healing—risk a greater chance of having a repeat concussion. Repeat or later concussions can be very serious. They can cause permanent brain damage, affecting your child for a lifetime.

**TELL YOUR CHILD’S COACH ABOUT ANY PREVIOUS CONCUSSION.** Coaches should know if your child had a previous concussion. Your child’s coach may not know about a concussion your child received in another sport or activity unless you tell the coach.

**If you think your teen has a concussion:**  
 Don’t assess it yourself. Take him/her out of play.  
 Seek the advice of a health care professional.

**It’s better to miss one game than the whole season.**

For more information, visit [www.cdc.gov/Concussion](http://www.cdc.gov/Concussion).



## WVSSAC CONCUSSION REPORT - 2018-2019

SCHOOL \_\_\_\_\_

Person completing this report \_\_\_\_\_

Position \_\_\_\_\_

Date \_\_\_\_\_ (this date must be within 30 days of the injury)

Is this the initial concussion report? yes \_\_\_\_\_ no \_\_\_\_\_

or an updated report? yes \_\_\_\_\_ no \_\_\_\_\_

Grade \_\_\_\_\_ Age \_\_\_\_\_ Female \_\_\_\_\_ Male \_\_\_\_\_

Please indicate the sport of this athlete with an X in the appropriate box.

Baseball	Basketball	Cheerleader	Cross-Country	Football	Golf	Soccer
Softball	Swimming	Tennis	Track	Volleyball	Wrestling	

Date concussion occurred: \_\_\_\_\_

Activity when concussion occurred: Practice \_\_\_\_\_ Scrimmage \_\_\_\_\_ Game \_\_\_\_\_

Who initially evaluated this athlete? (By title/role – no name; athletic trainer, EMT, coach, etc)

\_\_\_\_\_

Initial steps included?

Transport by EMS \_\_\_\_\_

Referral to parents to seek follow up evaluation \_\_\_\_\_

Referral to team physician \_\_\_\_\_

Other \_\_\_\_\_

Date athlete was cleared to return to practice and play: \_\_\_\_\_

Who cleared the athlete to return:

Physician \_\_\_\_\_ Chiropractor \_\_\_\_\_ Nurse Practitioner \_\_\_\_\_

Physician Assistant \_\_\_\_\_ Athletic Trainer (ATC/R) \_\_\_\_\_

Was this in a written document? \_\_\_\_\_ (keep this document on file at the school)

(if athlete is not cleared to return in 30 days the initial report must be submitted and then a follow up report must be submitted listing the return to play date.)

Form is to be sent to Dr. Dan Martin, ATC/R.

FAX: 304-473-8112 or email to 'martin\_d1@wvwc.edu'

Any questions please contact the WVSSAC or Dr. Martin (473-8103 or email)





# W V S S A C

## SUDDEN CARDIAC ARREST AWARENESS



All coaches are required to complete the NFHS Sudden Cardiac Arrest Awareness course one time.

### What is Sudden Cardiac Arrest?

- Occurs suddenly and often without warning.
- An electrical malfunction (short-circuit) causes the bottom chambers of the heart (ventricles) to beat dangerously fast (ventricular tachycardia or fibrillation) and disrupts the pumping ability of the heart.
- The heart cannot pump blood to the brain, lungs and other organs of the body.
- The person loses consciousness (passes out) and has no pulse.
- Death occurs within minutes if not treated immediately.

### What are the symptoms/warning signs of Sudden Cardiac Arrest?

- SCA should be suspected in any athlete who has collapsed and is unresponsive
- Fainting, a seizure, or convulsions during physical activity
- Dizziness or lightheadedness during physical activity
- Unusual fatigue/weakness
- Chest pain
- Shortness of breath
- Nausea/vomiting
- Palpitations (heart is beating unusually fast or skipping beats)
- Family history of sudden cardiac arrest at age <50

**ANY of these symptoms/warning signs may necessitate further evaluation from your physician before returning to practice or a game.**

### What causes Sudden Cardiac Arrest?

- Conditions present at birth (inherited and non-inherited heart abnormalities)
- A blow to the chest (Comotio Cordis)
- An infection/inflammation of the heart, usually caused by a virus. (Myocarditis)
- Recreational/Performance-Enhancing drug use.
- Other cardiac & medical conditions / Unknown causes. (Obesity/Idiopathic)

### What are ways to screen for Sudden Cardiac Arrest?

- The American Heart Association recommends a pre-participation history and physical which is mandatory annually in West Virginia.
- Always answer the heart history questions on the student Health History section of the WVSSAC Physical Form completely and honestly.
- Additional screening may be necessary at the recommendation of a physician.

### What is the treatment for Sudden Cardiac Arrest?

- Act immediately; time is critical to increase survival rate
- Activate emergency action plan
- Call 911
- Begin CPR
- Use Automated External Defibrillator (AED)

### Where can one find additional information?

- Contact your primary health care provider
- American Heart Association ([www.heart.org](http://www.heart.org))

# Courts Recognize A Coach Has Ten Legal Duties

1. Properly plan the activity
2. Provide proper instruction
3. Warn of inherent risks
4. Provide a safe physical environment
5. Provide adequate and proper equipment
6. Match your athletes appropriately
7. Evaluate athletes for injury or incapacity
8. Supervise the activity closely
9. Provide appropriate emergency assistance
10. Protect against physical and psychological harm from others

# DON'T LET AN INJURY LEAD TO AN OPIOID ADDICTION

**2 MILLION ATHLETES ARE EXPECTED TO SUFFER A SPORTS INJURY THIS YEAR**

**MANY OF THESE ATHLETES WILL BE PRESCRIBED OPIOID PAINKILLERS**

**75% OF HIGH SCHOOL HEROIN USERS STARTED WITH PRESCRIPTION OPIOIDS**

## HIGH SCHOOL ATHLETES ARE AT RISK OF BECOMING ADDICTED TO PRESCRIPTION DRUGS

- 28.4% used medical opioids at least once over a three year period.
- 11% of high school athletes have used an opioid medication for nonmedical reasons.
- Nearly 25% of students who chronically use prescription opioids also use heroin.

## WHAT ARE OPIOIDS?

Opioids are a powerful and addictive type of prescription painkiller that have similar chemical properties and addiction risks as heroin. While opioids may provide temporary relief, they do nothing to address the underlying injury and can have serious side effects.

**These drugs may lead to: dependence, tolerance, accidental overdose, coma and death.**

The most common prescribed opioid painkillers in West Virginia are:

- Oxycodone (OxyContin)
- Hydrocodone (Lortab and Vicodin)

## HOW TO PROTECT YOUR CHILD

- Talk to your healthcare provider about alternative pain management treatment options (see below).

First-time prescription opioid users have a 64% higher risk of early death than patients who use alternative pain medication.
- If your child is prescribed an opioid painkiller, talk about the dangers of misusing medication, including overuse and medication sharing.
- Monitor your child's intake of prescription medication to ensure he/she is following dosage instructions.
- Safely dispose of any unused medication through a prescription drug drop box or a DEA Take-Back program.

## NON-NARCOTIC PAIN MANAGEMENT ALTERNATIVES

Physical Therapy  
Chiropractic  
Massage Therapy  
Acupuncture  
Over-the-Counter Medication





## New EMERGENCY ACTION PLAN New

### 127-2-15 Emergency Action Plan

15.1. On or before December 31, 2017, each member school shall adopt and submit to the West Virginia Secondary Schools Activities Commission (WVSSAC) an Emergency Action Plan (EAP) for athletics, designed to respond to athletic injuries that occur on school property during school-sponsored athletic practices and events.

15.2. Each EAP shall include:

15.2.1. Implementation of the EAP for every sport at every level. The EAP shall discuss how it is to be implemented with the participation of the school's principal and athletic director (if any), coaches, and athletes.

15.2.2. Training. The EAP shall include any necessary training for any person designated as responsible for any portion of the implementation of the EAP. Training may be in person or online, as may be available to the school.

15.2.3. Protocol for summoning emergency medical assistance. The EAP shall discuss how the school's sports teams will assign responsibility for summoning emergency medical assistance in the case of an emergency during a practice or event.

15.2.4. Protocol for beginning Cardiopulmonary Resuscitation (CPR). The EAP shall discuss how the school's sports teams will assign responsibility for beginning CPR in the event it is necessary. Each sports team must have individuals trained in CPR. The school shall provide proper training to any individual assigned responsibility for performing CPR.

15.2.5. Protocol for the use of Automated External Defibrillator (AED). The EAP must address how the school's sports teams will assign responsibility for retrieving and using an AED in the event it is necessary. Each sports team must be instructed on the location of the nearest AED to any practice or event facility. The school shall provide proper training to any individual assigned responsibility for using an AED.

15.2.6. Protocol for the treatment of heat stroke. The EAP must address how the school's sports teams will prepare for and treat heat stroke. Each sports team that practices outdoors must have available an emersion tub, water, ice, and towels, to be used for the treatment of heat stroke. The EAP must address how the school's sports teams will assign responsibility for obtaining these items and preparing them before a practice or game begins.

15.2.7. Written records. The EAP shall require that each of the school's sports teams assign responsibility for the items discussed above at the beginning of each season, and record those assignments on a written record, which record shall be retained by the sports team and the school.

15.2.8. Symptoms and risk factors for sudden cardiac arrest. The EAP shall require that schools train athletes, coaches, and volunteers about the symptoms and risk factors for sudden cardiac arrest.

15.2.9. Coordination with local Emergency Medical Systems. The EAP shall require that schools coordinate with their local EMS personnel, notifying EMS personnel of the availability of AEDs at the school, and notifying EMS personnel of the EAP adopted by the school.

15.2.10. Follow up and retraining. The EAP shall require that school sports teams that respond to an emergency incident meet to discuss their response after the incident has passed. Discussion shall center on the team's response to the incident, areas for improvement, any retraining that may be necessary, and any counseling that may be required for the individuals involved.

15.3. Schools may, but are not required to adopt the **Anyone Can Save a Life Program** (available at [www.anyonecansavealife.org](http://www.anyonecansavealife.org)), which meets all of the requirements of this Rule, to be implemented as that schools EAP in compliance with this Rule.

15.4. Each EAP adopted pursuant to this Rule shall be provided to the County Board of Education, and shall be retained by the County Board of Education until the EAP is superseded by a revised EAP.