

2015 - 2016



Golf  
Coaches  
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: Golf Coaches  
FROM: Ray Londeree, Assistant Executive Director  
DATE: July 2015  
SUBJECT: 2015-2016 Golf Season

USGA Rules of Golf was mailed to your school

### Reminders:

1. The 2015 Golf season:
  - a. Season Begins – **August 3, 2015**
  - b. Date of First Possible Match – **August 4, 2015**
  - c. Date of Regional Tournament – **September 28, 2015**
  - d. Date of State Tournament – **October 6-7, 2015**
2. The 2015 State Golf Tournament will be held October 6-7 at the Speidel Country Club located in Wheeling, West Virginia.
3. **State Tournament Scorekeepers** – Coaches (or professional faculty representatives designated by the principal) of schools participating in the state tournament will be assigned as scorekeepers for the state tournament. One coach will be assigned to each group of a different class other than the one he represents.
4. **State Tournament Marshals** – All rules interpretations are to be made by the Marshals or the Tournament director. An attempt will be made to have two Marshals on each nine and one located in the clubhouse.
5. **School Reimbursement** – See Reimbursement Schedule in the Entry Form Book (available online).
6. **State Rules Clinic** – Rule Clinics will be conducted by The WVPGA of America. Please complete information requested and return by date requested.
7. **Participation of Females in Golf** – The WVSSAC encourages the participation of female athletes. In an effort to encourage and increase female participation, the Golf Coaches' Committee recommended and the Board of Directors unanimously approved the use of a forward tee beginning with the 1998 season. Refer to Girls' Tee in enclosed Golf Program from *The Interscholastic*.

Please note that coaches will be required to prepare a document that defines a tee for each hole on the course in which competition will be held. The document shall be shared with coaches of visiting teams.

8. The WVSSAC actively promotes good sportsmanship in all of our sport programs. We encourage you to promote good sportsmanship by informing parents and athletes of the importance of supporting this concept. Please review with your team sportsmanship regulation in the WVSSAC Rules & Regulations Handbook and etiquette as found in the USGA Rules of Golf. Lead by example.

**Rule 127-4-3.7 Code for Interscholastic Athletes** – Coaches are hereby notified to carefully review this rule with special emphasis on 3.7. The first high school golf ejection would result in a two (2) match suspension; the first junior high/middle school golf ejection would result in a one (1) match suspension.

9. **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.
10. **Use of Performance Enhancing Substances 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 uses of such substances should be discontinued especially during the times when dehydration may occur due to potential life threatening consequences. The committee further encourages all athletic trainers to support coaches in promoting healthy lifestyles.
11. **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. Athletic trainers will receive additional information at Rules Clinics.

**2015-2016  
GOLF CLINICS**

**2015 Clinics provided by West Virginia PGA of America**  
Refer to information and schedule in Golf Coaches Packet

**Sites and Times of Clinics**

| <b>Location</b>           | <b>Time</b>           | <b>Contact</b> |
|---------------------------|-----------------------|----------------|
|                           | <b>August 4, 2015</b> |                |
| Parkersburg Country Club  | 4:00 - 6:00 pm        | Scott Davidson |
|                           | <b>August 5, 2015</b> |                |
| Oglebay Resort            | 9:00 - 11:00 am       | Karen Waialae  |
|                           | <b>August 6, 2015</b> |                |
| Guyan Golf & Country Club | 1:00 - 3:00 pm        | Stuart Wiley   |
| The Pines Country Club    | 4:00 - 6:00 pm        | Russell Reid   |
| Cacapon Resort            | 4:00 - 6:00 pm        | Charlie Fields |
| Stonewall Resort          | 5:00 - 7:00 pm        | Randy Hernly   |
|                           | <b>August 7, 2015</b> |                |
| Glade Springs Resort      | 5:00 - 7:00 pm        | Justin Beard   |
|                           | <b>August 8, 2015</b> |                |
| Coonskin Golf Course      | 9:00 - 11:00 am       | Brad Ullman    |

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2875 Staunton Turnpike, Parkersburg, WV 26104-7219

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## BULLETIN

**TO:** Golf Coaches (Member Schools)

**FROM:** Ray Londeree, CAA, Assistant Executive Director

**DATE:** July 2015

**SUBJECT:** 2015 Golf Rules Clinics

The 2015 Golf Rules Clinics will be presented by the West Virginia Chapter of the PGA of America. We are extremely happy to work with the WVPGA for another year to provide clinics that will not only assist our coaches with the rules of golf, but will also involve your student athletes. We encourage you to have members of your golf team attend even though their attendance is not required.

Enclosed is a letter from Scott Davidson, Chairman of the WVPGA, which lists the date and locations of the rules clinics. Please complete the information Scott has requested and return by mail, fax, or e-mail. It is imperative that he receives the requested attendance information no later than Friday, July 31, 2015. Earlier response would be appreciated.

The Golf Coaches' Committee strongly recommended and the WVSSAC Board of Directors approved this process of presenting the Golf Rules Clinics. As stated earlier, we are happy to work with the WVPGA and feel that this will provide an excellent opportunity for you and your golf team.

If you have any questions, do not hesitate to call our office.

rk

rk/sports/golf/golf rules clinics

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## BULLETIN

July 2015

Dear Golf Coach,

I am pleased to announce that the West Virginia Chapter of the PGA of America in conjunction with the WVSSAC and the WVGA will be presenting “Rules of Golf Seminars” for all high school and junior high school golf teams in West Virginia. This is part of the PGA’s continued promotion of Junior Golf in West Virginia.

These seminars will be held at eight locations around the state. I ask that all golf coaches register for the seminar they wish to attend no later than Friday, July 31, 2015. Registration is simple!!! Fax or e-mail me the site you will be attending and how many team members will be attending along with you.

### SITES OF SEMINARS

**August 4, 2015**

Parkersburg Country Club

**August 5, 2015**

Oglebay Resort

**August 6, 2015**

Guyan Golf & Country Club

The Pines Country Club

Cacapon Resort

Stonewall Resort

**August 7, 2015**

Glade Springs Resort

**August 8, 2015**

Coonskin Golf Course

This will be an “on course” seminar – not a classroom setting. All golfers will be on the course reviewing real situations such as lost ball, out of bounds, water and lateral water hazards, ground under repair, obstructions and other situations that are very common on the courses they play. In addition we will review “how to use the Rules Book” so the players will be able to resolve and understand golf course situations.

These sessions are intended to assist golfers and coaches to better understand the Rules of the Game and to be more self reliant on the course.

**I strongly encourage all coaches to attend and that the coaches bring all golf team members with them so the players may obtain this knowledge first hand. An important part of the session will be a question and answer period and the players can learn greatly from this session.**

**Please note that the current Rules of Golf books will only be distributed first to those players that attend the seminar.**

Golf is an unusual sport in that each participant is responsible for understanding and applying the rules on their own in many situations. It is the PGA's goal to make all golfers better at this application so that all play the "same" game.

Each site will have West Virginia PGA members or apprentices conducting the seminar. We ask the coaches to assist us with keeping their team attentive and organized during the session. Teams should wear team shirts and/or hats so participants may be identified by team.

I am excited that the PGA can offer such a service to our West Virginia junior golfers. We know that the future of the game is built by programs such as this, the Top Flite Junior Tour, West Virginia Golf Association events and the WVSSAC State High School Golf Tournament.

Questions that you have in regards to these seminars should be directed to me and I look forward to working with those that attend the session at Parkersburg Country Club.

Yours truly,

Scott Davidson  
Chairman WVPGA/WVSSAC  
Rules Seminar Committee  
PGA Golf Professional

Phone: 304-295-4841  
Fax: 304-295-7336  
Email: 434445@suddenlinkmail.com

# WEST VIRGINIA CHAPTER PGA/WEST VIRGINIA GOLF ASSOCIATION/ WVSSAC RULES OF GOLF SEMINARS

SCHOOL: \_\_\_\_\_

COACH: \_\_\_\_\_

COACH TELEPHONE NUMBER: \_\_\_\_\_

| SITE TO ATTEND:                 | TIME                                     | CONTACT        |
|---------------------------------|--|----------------|
| _____ Parkersburg Country Club  | <b>August 4, 2015</b><br>4:00 - 6:00 pm  | Scott Davidson |
| _____ Oglebay Resort            | <b>August 5, 2015</b><br>9:00 - 11:00 am | Karen Waialae  |
| _____ Guyan Golf & Country Club | <b>August 6, 2015</b><br>1:00 - 3:00 pm  | Stuart Wiley   |
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| _____ Stonewall Resort          | 5:00 - 7:00 pm                           | Randy Hernly   |
| _____ Glade Springs Resort      | <b>August 7, 2015</b><br>5:00 - 7:00 pm  | Justin Beard   |
| _____ Coonskin Golf Course      | <b>August 8, 2015</b><br>9:00 - 11:00 am | Brad Ullman    |

NUMBER OF COACHES ATTENDING: \_\_\_\_\_

NUMBER OF PLAYERS ATTENDING: \_\_\_\_\_

CALL, FAX OR E-MAIL INFORMATION TO:

SCOTT DAVIDSON

PHONE: 304-295-4841

FAX: 304-295-7336

E-MAIL: [434445@suddenlinkmail.com](mailto:434445@suddenlinkmail.com)

**§127-3-24. Golf (Boys and Girls).**

24.1. Rules: Golf rules published by the United States Golf Association are the official rules for all interscholastic competition unless otherwise provided by WVSSAC modifications.

24.2. Organized Team Practice: Organized team practice will begin on Monday of Week 5 and the first contest may be played on any day after the first day of the season.

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

24.4. Maximum Team Contests: A golf team will be permitted to play no more than 18 matches exclusive of regional and state tournament contests. Each interscholastic contest counts as one, whether it is 9 or 18 holes, and regardless of number of opponents.

24.5. Scrimmages: Not permitted.

24.6. A student may accept awards in WVSSAC sanctioned events and non-sanctioned events during the entire year. These awards must be consistent with the items specified in the Awards Rule.

24.7. Middle school/9th grade *Golf* - The above will apply for Middle School/9th Grade with the following adaptations:

24.7.1. Middle school/9th grade teams are permitted to play no more than 14 matches.

24.7.2. There shall be one season for golf in middle school/9th grade, either fall or spring; however, the season selected shall be no longer than 10 weeks.

# West Virginia State High School Golf Championship REGIONAL CHAMPIONSHIP

## Local Rules and Conditions of Competition

The Rules of the USGA and conditions govern play. See applicable competition's "Notice to competitors" for additional local rules. **DISREGARD ALL LOCAL RULES ON CLUB SCORECARDS.** Appendix I refers to the Appendix of Local Rules in the current Rules of Golf.

### Local Rules Appendix I Part A

**Out of Bounds** (Rule 27) – Defined by the inside points at ground level, of white stakes, lines or fence posts.

**Water Hazards & Lateral Water Hazards** (Rule 26) – **Water Hazards** are defined by yellow stakes or lines. **Lateral Water Hazards** are defined by red stakes or lines. When both stakes and lines are present, the stakes identify the hazard, and the lines define the margin of the hazard. Stakes or lines which are defining the margin of a hazard are in the hazard. Hazard stakes are moveable obstructions.

**Practice** (7-2 Note 2) No practice will be allowed on or near the putting green of the hole last played.

**Ground Under Repair** (Rule 25) – Defined by enclosed white lines. French drains (which are exposed trenches filled with rocks or stones) are ground under repair. Flowerbeds are ground under repair from which play is prohibited.

**Embedded Ball** – Through the Green, a ball which is embedded in its own pitch mark in the ground, other than sand, may be lifted without penalty, cleaned and dropped as near as possible to where it lay but not nearer the hole.

### Immovable Obstruction (Rule 24-2)

- A. All service roads and cart paths, unless otherwise noted by the Committee.
- B. White lined areas tied into artificially surfaced roads, paths or obstruction and are not ground under repair.
- C. Protection of young trees identified by stakes and support wires – Local Rule as prescribed in Appendix I Part B, Section 2 (page 93) shall be in effect.

**Integral Parts of the Course** – Include cables, rods, wires, or wrapping when closely attached to trees, lines in bunkers and artificial wall and pilings when located in hazards, unless otherwise noted by the Committee. **No Relief**

**Permanent Elevated Power Lines or Cables** – If a ball strikes a permanent elevated power line or cable, the stroke shall be canceled and replayed, without penalty (See Rule 20-5). If the ball is not immediately recovered, another ball may be substituted.

**Doubt as to Procedure** (Rule 3-3) In stroke play, if a competitor is doubtful of his rights or the correct procedure during the play of a hole he may, without penalty complete the hole with two balls.

After the doubtful situation has arisen and before taking further action, the competitor must announce to his marker or a fellow-competitor that he intends to play two balls and which ball he wished to count if the Rules permit. If he fails to do so, the provision of Rule 3-3b(ii) apply.

The competitor must report the facts of the situation to the Committee before returning his score card. If he fails to do so, he is disqualified.

### Drop Zones

## Conditions of Competition

**Tee Markers:** Men shall play designated markers and ladies a designated set 85 % of mens length or as close as possible.

**Golf Balls:** Only brands of balls tested and approved by the USGA.

**Time of Starting** (Rule 6-3): Modified to two-stroke penalty if player arrives within five (5) minutes after his starting time.

**Discontinuance of Play:** One long blast of horn (players are not allowed to finish hole). All practice areas shall be closed during suspension of dangerous situation until Committee declares them open. A player using such practice area will be subject to penalty of disqualification.

**Resume Play:** Two short blasts of horn.

**Transportation :** **Players must not ride in any form of transportation during the stipulated round unless authorized by the committee.**

**Deciding Ties:** All teams tied for first and second place for each class in the Regional Tournament will use the fourth players score to break the tie. If teams are still tied a sudden death playoff will determine the winner. All four players will play a hole or holes counting the low three scores. All ties for medallist shall be played off using the “*sudden death*” method.

**Close of Competition:** The competition shall be deemed to have closed when all scores have been approved and posted on the official scoreboard.

**Conduct:** Unsportsmanlike conduct shall include but not be limited to: club throwing, willful acts which damage property or equipment on the course, use of abusive language, profanity, obscenities, and other unsportsmanlike conduct as determined by the Golf Rules Committee. Penalties imposed will be disqualification. ***Zero Tolerance***

**Use of Tobacco Products:** Smoking or the use of tobacco products by coaches or players on the course or near the clubhouse is not permitted. *Violation will result in disqualification.*

**Spectators:** Spectators are **NOT PERMITTED** to converse with participants. It will be the responsibility of contestants in each foursome to caution **ANY** spectator from talking to or interfering with contestants in their group. Failure to do so may result in a penalty of disqualification of contestants involved. Spectators and Spectator Carts Must Stay on Cart Paths. **We suggest spectators stay one shot ahead of the group because spectators may also act as spotters for the group.**

**Coaches shall not talk to their players until their round is completed.**

**Cell Phones:** Use of Cell Phones (phone ringing is considered usage)are prohibited. Penalty for first offense is two shots. Penalty for second offense is disqualification.

**Range Finders/GPS may be used during the regular season, regional matches and the State Tournament.**

**WEST VIRGINIA PGA**

## State Tournament Program Information

**Goal:** *To provide a quality program for all championship events*

**What:** *State Championship Program*

**Deadline:** *September 29, 2015 - Noon*

### **Online Submission Only - (School Information-Roster-Schedule)**

- ✓ Go to [www.wvssac.org](http://www.wvssac.org) click on Admin Login in the upper left corner of homepage
- ✓ Type in your Username and Password in the appropriate sections and click on Login
- ✓ Click on Submit Rosters. Under Program select Senior and select Sport
- ✓ Complete the School Information. Click Update/Continue
- ✓ Click the Sync button and enter the information requested, then save by clicking the Update/Save Roster button. Always view your roster for accuracy.
- ✓ If a student is not dressing for the tournament just omit their number.
- ✓ If you don't find a student, go to the Eligibility Certificate Form and add the name and return to the Roster and click Sync button. **Note:** The Sync button feature has been added to update all names on the active Eligibility Certificate Form. Save all changes to your eligibility certificate and roster.
- ✓ Click on the Back to Main Menu button then click on the Submit Schedules link to update your schedule
- ✓ Click on Quick Post Scores to enter your scores

### **Items Required for a Team Page:**

*Team Page Information Sheet (IF applicable to your sport)*

*Team Picture*

*Individual Head Coaches' Picture*

*Team Page Sponsor - \$125 - Please contact a business or the boosters club concerning sponsoring this page. Ad is about the size of a business card which oftentimes is used.*

When emailing the team/coach pictures and page sponsor, please enter the school name (*No Abbreviations, please*) and sport in the subject line of the email.

### **Submit To:**

*Alice Goodwin  
WVSSAC  
2875 Staunton Turnpike  
Parkersburg, WV 26104  
Phone (304) 485-5494 Fax (304) 428-5431  
Email: [alice.goodwin@wvssac.org](mailto:alice.goodwin@wvssac.org)*

## GOLF TEAM PAGE INFORMATION SHEET

School \_\_\_\_\_ Classification \_\_\_\_\_

City \_\_\_\_\_ County \_\_\_\_\_

Superintendent \_\_\_\_\_ Principal \_\_\_\_\_

Assistant Principal(s) \_\_\_\_\_

Athletic Director \_\_\_\_\_ Trainer \_\_\_\_\_

Head Coach \_\_\_\_\_

Assistant Coach(es) \_\_\_\_\_

Team Page Sponsor: \_\_\_\_\_

Ad: \_\_\_\_\_

**Head Coaching Information**

High School \_\_\_\_\_ Graduation Date \_\_\_\_\_

College \_\_\_\_\_ Graduation Date \_\_\_\_\_

Graduate College \_\_\_\_\_ Graduation Date \_\_\_\_\_

Years of Coaching \_\_\_\_\_ Years as Head Coach \_\_\_\_\_ Years at Present School \_\_\_\_\_

Overall Coaching Record \_\_\_\_\_

|     |      |     |
|-----|------|-----|
| Won | Lost | Tie |
|-----|------|-----|

State Championships — Won \_\_\_\_\_ Years \_\_\_\_\_

### ROSTER INFORMATION

| PLAYER | GRADE | QUALIFYING SCORE |
|--------|-------|------------------|
| _____  | _____ | _____            |
| _____  | _____ | _____            |
| _____  | _____ | _____            |
| _____  | _____ | _____            |
| _____  | _____ | _____            |
| _____  | _____ | _____            |
| _____  | _____ | _____            |
| _____  | _____ | _____            |

Please submit the form as soon as possible after qualifying for state competition

*Alice Goodwin, WVSSAC 2875 Staunton Turnpike, Parkersburg, WV 26104*

*Fax: 304-428-5431*



## 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 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.

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. Reviewed 2015

rk:Sports Medicine/Return to Play



## A Parent's Guide to Concussion in Sports

### 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 as a result of a blow to the head or body. An athlete does not have to lose consciousness ("knocked-out") to suffer a concussion.

### Concussion Facts

- 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 girl's lacrosse, girl's soccer, boy's lacrosse, wrestling and girl's basketball follow closely behind. All athletes are at risk.
- A concussion is a traumatic injury to the brain.
- Concussion symptoms may last from a few days to several months.
- Concussions can cause symptoms which interfere with school, work, and social life.
- An athlete should not return to sports while still having symptoms from a concussion as they are at risk for prolonging symptoms and further injury.
- 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.

### 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                           |                                  |

### 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 play, be it a game or practice. Continuing to participate in physical activity after a concussion can lead to worsening concussion symptoms, increased risk for further injury, and even death. Parents and coaches are not expected to be able to "diagnose" a concussion, as that is the job of a medical professional. However, you

must be aware of the signs and symptoms of a concussion and if you are suspicious, then your child must stop playing.

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

All athletes who sustain a concussion need to be evaluated by a health care professional who is familiar with sports concussions. 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 taken to the emergency department immediately.

### **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 us that the young brain does not recover quickly enough for an athlete to return to activity in such a short time.

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

Once an athlete no longer has symptoms of a concussion and is cleared to return to play by health care professional knowledgeable in the care of sports concussions 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. The return to play schedule should proceed as below following medical clearance:

*Step 1:* Light exercise, including walking or riding an exercise bike. No weight-lifting.

*Step 2:* Running in the gym or on the field. No helmet or other equipment.

*Step 3:* Non-contact training drills in full equipment. Weight-training can begin.

*Step 4:* Full contact practice or training.

*Step 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 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 it is best to lessen the athlete's class load early on after the injury. This may include staying home from school for a few days, followed by a lightened schedule for a few days, or perhaps a longer period of time, if needed. Decreasing the stress on the brain early on after a concussion may lessen symptoms and 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 a concussion.
- Monitor sports equipment for safety, fit, and maintenance.
- Ask teachers to monitor any decrease in grades or changes in behavior that could indicate 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 an athlete not return to play until they have completely recovered from a concussion?**

Athletes who are not fully recovered from an initial concussion are significantly vulnerable for recurrent, cumulative, and even catastrophic consequences of a second concussive injury. Such difficulties are prevented if the athlete is allowed time to recover from the concussion and return to play decisions are carefully made. No athlete should return-to-sport or other at-risk participation when 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 brain injuries (e.g. skull fracture, bleeding, swelling), they are not normally utilized, even by athletes who have sustained severe concussions. A concussion is diagnosed based upon the athlete’s story of the injury and the health care provider’s physical examination.

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

The best treatment for a concussion is rest. There are no medications that can speed the recovery from a concussion. Exposure to loud noises, bright lights, computers, video games, television and phones (including text messaging) all 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 if symptoms worsen.

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

The symptoms of a concussion will usually go away within one week of the initial injury. You should anticipate that your child will likely be out of sports for about two weeks following a concussion. However, in some cases symptoms may last for several weeks, or even months. Symptoms such as headache, memory problems, poor concentration, 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 surrounding each individual injury, such as how the injury happened and length of symptoms following the concussion, are very important and must be considered when assessing an athlete’s risk for further and potentially more serious concussions. The decision to “retire” from sports is a decision best reached following a complete evaluation by your child’s primary care provider and consultation with a physician or neuropsychologist who specializes in treating sports concussion.

### **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 encephalopathy” in several former NFL players has received a great deal of media attention lately. Very little is known about what may be causing dramatic abnormalities in the brains of these unfortunate retired football players. At this time we have very little knowledge of the long-term effects of concussions which happen during high school athletics.

In the cases of the retired NFL players, it appears that most had long careers in the NFL after playing in high school and college. In most cases, they played football for over 20 years and suffered multiple concussions in addition to hundreds of other blows to their heads. Alcohol and steroid use may also be contributing factors in some cases. Obviously, the average high school athlete does not come close to suffering the total number or shear force of head trauma seen by professional football players. However, the fact that we know very little about the long-term effects of concussions in young athletes is further reason to very carefully manage each concussion.

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.

If you have any further questions regarding concussions in high school athletes or want to know how to find a concussion specialist in your area please contact Michael C. Koester, MD, ATC and Chair of the NFHS Sports Medicine Advisory Committee at [michael.koester@slocumcenter.com](mailto:michael.koester@slocumcenter.com).

**April 2010**

## Concussions

### 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, 2012 meeting.

- 1) All head 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 head 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 **Head Coaches** are required to take the free course “**Concussion in Sports**” annually.

If the **Head Coach** took the course last year, he/she **MUST** take the course again before the anniversary date from the previous year.

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.

**New Head 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  |
| 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 |
| <b>TOURNAMENT DIRECTORS HAVE AUTHORITY IN DETERMINING APPROPRIATE SIZE AND SIGN MESSAGE.</b>   |       |     |     |     |     |     |     |     |     |     |     |     |     |
| 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  |
| <b>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.</b> |       |     |     |     |     |     |     |     |     |     |     |     |     |
| 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 |
| 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 |
| School bands (pep), pre-game, during time-outs, halftime, and post-game  | 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  |

\* Not Permitted at State Tournament

National Federation of State  
High School Associations



## NFHS Guidelines on Handling Practices and Contests During Lightning or Thunder Disturbances

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

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 safe areas.
3. Develop criteria for suspension and resumption of play:
  - a. When thunder is heard within 30 seconds of a visible lightning strike, or a cloud-to-ground lightning bolt is seen, the thunderstorm is close enough to strike your location with lightning. Suspend play for thirty minutes and take shelter immediately.
  - b. Thirty-minute rule. Once play has been suspended, wait at least 30 minutes after the last thunder is heard or flash of 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.
4. Review annually with all administrators, coaches and game personnel.
5. Inform student athletes of the lightning policy at start of season.

For more detailed information, refer to the “Lightning and Thunder Safety” section contained in the NFHS Sports Medicine Handbook.

**Revised and Approved January 2014**



**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 contact 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.



Effective with the 2015-16 school year, all coaches are required to complete the NFHS course "Heat Illness Prevention". 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 strongly recommended 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.

National Federation of State  
High School Associations



**EAS**  
SPORTS NUTRITION

# Heat Illness Prevention

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%  | 85%  | 90%  | 95%  | 100% |
| 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° | 136° |      |      |      |
| 92°  | 94°                       | 96°  | 99°  | 101° | 105° | 108° | 112° | 116° | 121° | 126° | 131° |      |      |
| 90°  | 91°                       | 93°  | 95°  | 97°  | 100° | 103° | 106° | 109° | 113° | 117° | 122° | 127° | 132° |
| 88°  | 88°                       | 89°  | 91°  | 93°  | 95°  | 98°  | 100° | 103° | 106° | 110° | 113° | 117° | 121° |
| 86°  | 85°                       | 87°  | 88°  | 89°  | 91°  | 93°  | 95°  | 97°  | 100° | 102° | 105° | 108° | 112° |
| 84°  | 83°                       | 84°  | 85°  | 86°  | 88°  | 89°  | 90°  | 92°  | 94°  | 96°  | 98°  | 100° | 103° |
| 82°  | 81°                       | 82°  | 83°  | 84°  | 84°  | 85°  | 86°  | 88°  | 89°  | 90°  | 91°  | 93°  | 95°  |
| 80°  | 80°                       | 80°  | 81°  | 81°  | 82°  | 82°  | 83°  | 84°  | 84°  | 85°  | 86°  | 86°  | 87°  |

CAUTION
  EXTREME CAUTION
  DANGER
  EXTREME DANGER

Source: National Weather Service

STAFF GRAPHIC/ JOHN HANCOCK

- 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.

- 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.

- 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.

- 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 - 2015-2016

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: 304-473-8888 or email to 'martin\_d1@wwc.edu'

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



# W V S S A C

## SUDDEN CARDIAC ARREST AWARENESS



### 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 (Commotio 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