# MEMORIAL ATHLETICS

**REQUIRED PRE-PARTICIPATION PAPERWORK/PROCEDURES**

These are all the required forms similar to middle school, but at the high school level, we also have additional

paperwork. Some of this paperwork will feel a little invasive, but basically the purpose of it is to either a) prove your child is healthy enough to participate or b) verify that there are no “recruiting” or attendance zone violation situations going

on. Unfortunately, people have lied and broken rules in the past, and an increased amount of paperwork is the result.

1. **Physical:** <http://www.uiltexas.org/files/athletics/forms/PrePhysForm17-18.pdf>
   1. This must be dated AFTER April 1, 2017. Please use the attached form as there are new questions.
   2. There are **THREE SIGNATURES** required on this form: doctor (p.2), parent (p.1) and player (p.1)
2. **Online Rank One Paperwork:** [https://cms.springbranchisd.com/athletics/Athletics-Home/Sports-](https://cms.springbranchisd.com/athletics/Athletics-Home/Sports-Medicine/Sports-Medicine-Required-Participation-Documents)

[Medicine/Sports-Medicine-Required-Participation-Documents](https://cms.springbranchisd.com/athletics/Athletics-Home/Sports-Medicine/Sports-Medicine-Required-Participation-Documents)

* 1. The online portal to complete these documents opens May 1. Please have this taken care of by **June 1.**
  2. If your child has asthma/uses an EpiPen, it is flagged when you fill out the “Special Medical Issues Form.”
     1. This triggers a necessary additional form that must me turned in as a hard copy.
     2. Click “Download and Print” on the website and select the appropriate form that applies.
  3. Steroid Safety PPT: **We** will show the video to the girls, they will sign off.

1. **PAPF:** <http://www.uiltexas.org/files/athletics/forms/PAPF_and_Elig_Quest2014.pdf>
   1. The PAPF is **required** for all students who are new to MHS, regardless of middle school. Only addresses here are the parts of the form that typically cause trouble. If you have additional questions, please ask.

### Page 1

* + 1. TOP PART: Fill out completely, do not leave any blanks, please check your work.
       1. Your address and middle school attended will be checked.
          1. If you are zoned to a particular middle school and your child went somewhere else, you MUST attach an explanation. Families may move in middle school and the principal allows the child to continue attending the original school. Please attach an explanation.
          2. If your child went to a private school instead of one of our zoned feeders, just explain.
       2. Your “last school of participation” is wherever your child is attending RIGHT THIS SECOND (the middle school or school attended before enrolling at Memorial).
       3. Your “new school” is Memorial.
       4. The “date of enrollment in new school” is August 21, 2017.
       5. The “date of withdrawal from previous school” is June 2017.
       6. NO, the student has NOT been continuously enrolled in the new school for one calendar year. You’re new to MHS.
    2. Question #1: Answer “YES” and write out the entire name of your child’s middle school. *Do not put the school’s initials.*
    3. Question #2: Check “YES” if appropriate, i.e., if he/she attended Westchester. Then please fill out the appropriate information on the line.
    4. Questions 3 & 4: Please pay attention to these and answer appropriately. We require a copy of a utility bill from where the student lives, so if these names and addresses don’t match up, it flags your child’s paperwork and additional inquires WILL occur.
    5. Question #6: Check NO if your child attended SBMS or MMS. Otherwise (private school, other SBISD middle school), check YES. Attach an explanation if you’ve checked yes.
    6. Question #7: You would answer yes if you own two homes, even if it’s a beach home in Cabo. **Please explain why you own more than one residence, no matter what the circumstances**. This (most often) is a non-issue, but if you’ve recently moved and your previous home is still owned and for sale, you will need to document and explain. (Is it listed on HAR? Is the asking price considered “reasonable?” How long has it been on the market? etc. etc. etc.)

### Page 2

* + 1. TOP PART:
       1. Please fill out.
    2. PART I:
       1. Fill out and sign, along with a Witness for Parent Signature. Most schools have a notary public in the front office.
    3. Do NOT fill out any other boxes on page 2.

1. **Current Copy of Utility Bill:**
   1. This is required by SBISD Athletics for participation. Please make sure that the name on the utility bill matches a parent/guardian’s name. (If for some reason it does not, please attach a note explaining why.)
2. **Please turn the forms, the sooner the better.** Your child’s ability to participate after tryouts depends on this. You may turn the forms in to the front office in a sealed envelope addressed to the appropriate coach.
   1. Physical
   2. Special Medical Issues Form, if appropriate (inhaler, EpiPen, etc.)
   3. PAPF
   4. Utility Bill

## Home Visits:

* 1. If your child makes a team, one of the coaches of that sport is required by SBISD athletics to complete a home visit to confirm residence. This visit takes about 5 minutes and we are required to come in and verify that the home is a) lived in, b) you and your child live there, and c) nothing seems “off.” We realize this can feel invasive, but we promise you we hate it more than you do! 

We realize this process can be daunting; however, we are here to help you move through it. Unfortunately, many of these

policies and procedures exist because people haven’t always been honest about their reasons behind their choice of school for their child’s education. Coaches (not us!) recruit, families (not you!) lie about their address. We want to avoid dishonesty in our programs and in our school/district. All of these policies and procedures are designed to protect you…and us!

If you have any questions, please email and ask. If left blank, please contact Gary Koch, Campus Athletic Coordinator.

### Baseball

Jeremy York: [Jeremy.York@springbranchisd.com](mailto:Jeremy.York@springbranchisd.com)

### Basketball - Boys

Dave Lay: [Newman.Lay@springbranchisd.com](mailto:Newman.Lay@springbranchisd.com)

### Basketball - Girls

Jyusef Larry:  [Jyusef.Larry@springbranchisd.com](mailto:%20%20Jyusef.Larry@springbranchisd.com)

### Soccer - Boys

Jason Zimmerman: [Jason.Zimmerman@springbranchisd.com](mailto:Jason.Zimmerman@springbranchisd.com)

### Soccer - Girls

Lindley Amarantos: [Lindley.Amarantos@springbranchisd.com](mailto:Lindley.Amarantos@springbranchisd.com)

### Softball

Stephanie Mosley: [Stehanie.Mosley@springbranchisd.com](mailto:Stehanie.Mosley@springbranchisd.com)

### Cross Country & Track - Girls

Vicki Bevan: [Vicki.Bevan@springbranchisd.com](mailto:Vicki.Bevan@springbranchisd.com)

### Swimming/Diving

Jason Mauss: [Jason.Mauss@springbranchisd.com](mailto:Jason.Mauss@springbranchisd.com)

### Football/Campus Athletic Coordinator

Gary Koch [Gary.Koch@springbranchisd.com](mailto:%20Gary.Koch@springbranchisd.com)

### Tennis

Budd Booth: [Budd.Booth@springbranchisd.com](mailto:Budd.Booth@springbranchisd.com)

### Golf - Girls

Holly Paulk: [Holly.Paulk@springbranchisd.com](mailto:Holly.Paulk@springbranchisd.com)

**Golf – Boys**

John Noel: [John.Noel@springbranchisd.com](mailto:John.Noel@springbranchisd.com)

### Track- Boys

Richard Ruez: [Richard.Ruez@springbranchisd.com](mailto:Richard.Ruez@springbranchisd.com)

### Volleyball – Assistant Campus Coordinator

### Beth Gammill: [Beth.Gammill@springbranchisd.com](mailto:Beth.Gammill@springbranchisd.com)

### Cross Country – Boys

### Russell Wichmann: [Russel.Wichmann@springbranchisd.com](mailto:Russel.Wichmann@springbranchisd.com)