

# Sports Activities 2020-2021

## **Track and Field (October)**

## **Volleyball (Oct-Dec)**

## **Flag Football (Oct-Dec)**

## **Soccer (Jan-Feb)**

## **Basketball (March-April)**

Tryouts and practices are open to all students who meet the following requirements:

- 7<sup>th</sup> – 8<sup>th</sup> grade students must have a 2.0 or higher GPA from the previous semester.
- 6<sup>th</sup> grade students are exempt from this requirement for the first semester only.
- Students must maintain passing citizenship grades thru weekly eligibility forms.
- Three videos, Concussion in Sports, Sudden Cardiac Arrest and Heat Illness Prevention are now REQUIRED videos for ALL students athletes.
- All students/parents must have completed all parts of the athletic packet online at <https://www.planeths.com>. If you have previously done an online athletic packet at planeths.com you can use the “reuse document” button so you now only need to update certain parts of your packet.
  - Completed application for Athletic Participation
  - Completed physical examination (Form EL 2) Physical must be on the EL 2 Form. Printed and taken to physician then scanned back into <https://www.planeths.com>
  - Proof of Purchase of Mandatory Insurance Coverage. Cost is \$25.00. Pay online at [www.schoolinsuranceofflorida.com](http://www.schoolinsuranceofflorida.com) or money order (NO CASH or PERSONAL CHECKS). This is non-refundable & required to participate in any extramural tryouts and athletics. Once purchased, it covers participation for that entire school year.
  - Copy of Birth Certificate
  - Certificates from three required videos
  - Medical Release forms
  - Consent & Release from Liability (Form EL 3)
- All forms can be located and completed through <https://www.planeths.com> website. Forms need to be completed only once for the school year to qualify for all sports.
- To create an account on PlanetHS & follow FARNELL MIDDLE SCHOOL from your phone, *text S43340 to 69274*. Text HELP to 69274 for more information. Text STOP to 69274 to opt out. Msg & Data rates may apply.

**If you have any question regarding Farnell’s athletics, please contact Mr. Streeter, Athletic Administrator, at [david.streeter@sdhc.k12.fl.us](mailto:david.streeter@sdhc.k12.fl.us) or 356-1640 x 225**

**All athletic forms must be completed online and approved by Mr. Streeter the Thursday before tryouts begin.**

We play games against other area middle schools in our cluster: Davidsen, Hill, Martinez, Smith, and Walker. Seasons consist of weekly games against each of the above teams (5 games) except Track and Field which consists of a Cluster Meet against all the above teams, and a County Championship for qualifiers.

# fGuide for Filling out Online Athletic Paperwork in PlanetHS

## Getting Started:

You will need the following things to complete this online application:

- **Physical Form** with **EL2** in the upper right hand corner. Here is the link for the form:  
[https://www.sdhc.k12.fl.us/docs/00/00/17/13/2018\\_19\\_EL02\\_Physical\\_Form.pdf](https://www.sdhc.k12.fl.us/docs/00/00/17/13/2018_19_EL02_Physical_Form.pdf)
  - This must be a **sports physical** and has to be on the EL2 form – no exceptions!!
  - Page 1 is a Medical History that includes immunization dates
  - Page 2 is the Physical Examination signed/dated by the doctor
  - Page 3 is only needed if you child is referred to a specialist
- **NFHS Learn Certificates** that you printed or saved after completing the required athletic videos (see Appendix 1 for step by step instructions on how to complete the videos)
- **District Purchased Insurance Card** that you printed or saved after purchasing the required district athletic insurance. Here is the link to purchase the insurance:  
<https://www.hcpsathleticprotection.com/>
- **Parent Government ID**

**PlanetHS:** Download the **PlanetHS app**, or go to [www.planeths.com](http://www.planeths.com)

You are first going to create a **parent** account:

From the main screen, click on **Sign up**

1. Step 1 – A parent
2. Step 2 - Enter First Name, Last Name, Gender, and Birthday **of the parent**
3. Step 3 – Enter parent’s email address or phone number (whichever you prefer to use as your user name) and the password you want to use
4. Type in school’s name then choose (School Name) from the drop down.
5. Press **Sign Up**
6. Provide emergency contact information of the primary and secondary parent/guardian, alternate emergency contact info, insurance information, and physician information.
7. Press **Update**

## Linking Accounts:

You must link the student account.

1. Press **Linked Accounts**
2. Is your child younger than 13?
  - If **Yes** - click **My child is under the age of 13**. Fill out child's information and click **Submit**.
  - If **No** - Enter the **student email address or phone number** (it must be different than the one you used to create the parent account) then press **Send**. The student will receive an invite to link their account with yours. Have the student click on the link and do the following:
    - Step 1 - Click **A Student**
    - Step 2 - Enter **Student** First Name, Last Name, Gender, Birthday, and High School Graduation Year
    - Step 3 - Enter **Student** email address or phone number (must be different than parent), and Password
    - Step 4 - Choose (School Name) from drop down
    - Step 5 – Choose all sports the student wishes to participate in this year.
    - Click **Sign up**

**The parent and student account should now be linked.**

**Athletic Forms:** You must now fill out all the necessary forms. From the **Parent Account** click on **Athletic Forms** button. Verify that all the sports the student wants to participate in are checked, then scroll to the bottom where all the forms are listed. Choose the form you wish to update.

- **[HCPS Application for Athletic Participation Middle Schools](#)** –
  - You must fill out all boxes that have a **red asterisk (\*)**
  - Put your initials in the box just under the student number
  - Click on each box in **Participation Requirements** section so that a check mark appears.
  - Click on the blue **Sign & Submit Form** button at the bottom.
  - Choose **Next Form** from the pop-up screen

- [Warning, Agreement to Obey Instructions, Release, Assumption of Risk, and Agreement to Hold Harmless](#) –
  - If your child chose soccer as one of their sports, you have to put your initials in the box to acknowledge that soccer is a violent contact sport.
  - Click on the blue **Sign & Submit Form** button at the bottom.
  - Choose **Next Form** from the pop-up screen
- [EL2 – Preparticipation Physical Evaluation \(History Form\)](#) –
  - You must fill out all boxes that have a **red asterisk (\*)**
  - Answer all 41 questions, including the dates of immunizations.
  - For every **YES** answer, **you must respond** in the Yes box at the bottom.
  - Click on the blue **Sign & Submit Form** button at the bottom.
  - Choose **Next Form** from the pop-up screen

- [EL2 – Preparticipation Physical Evaluation \(Physical Assessment\)](#) –

This is where you will upload the actual physical form (with doctor signature).

**It is easier to do this step from your phone so you can take a picture of the physical.**

- Click on **Upload Document**
  - Click on **Choose File**
  - From smart phone, click on **Take Photo or Video**. From computer, locate document that you saved
  - Click on **Upload File**
  - Choose **Next Form** from the pop-up screen
- [EL3 – Consent and Release from Liability Certificate](#) –
    - **Part 2A** – For most athletes the answer will be **N/A** or **NONE**. If there are sports you **DO NOT** want the student to participate in, list them on the line provided.
    - **Part G** –
      - If your family has health insurance, choose the first box and list the Company and Policy Number.
      - **Choose** the second box because you are required to purchase the district medical plan.
      - Fill in Parent Name in all boxes that have a **red asterisk (\*)** to acknowledge you have read and understand the agreement
      - Put your initials in the box at the bottom
      - Click on the blue **Sign & Submit Form** button at the bottom.
      - Choose **Next Form** from the pop-up screen

- [\*\*Middle School Athletic Eligibility Form\*\*](#) –
  - Put your initials in the box for Media Release and Insurance
  - Put your initials in the box for Uniforms, Equipment, and Supplies to acknowledge you have read and understand the agreement. Enter the parent name in the box provided.
  - Click on the blue **Sign & Submit Form** button at the bottom.
  - Choose **Next Form** from the pop-up screen
  
- [\*\*Medical Release Form\*\*](#) –
  - Enter the Home, Business, and Cell Phone numbers in the boxes provided. If one of these does not apply to you, put the phone number you use in all the boxes.
  - Choose **Part I** (see note below)
  - List any allergies or medical conditions we need to know about the student in the box provided. If none, please indicate **NONE**
    - **Note:** If you choose Part II, you must be present at EVERY practice and game from start to finish, in case your child is injured.
  - Click on the blue **Sign & Submit Form** button at the bottom.
  - Choose **Next Form** from the pop-up screen

- [\*\*NFHS Learn Certificates\*\*](#) –

This is where you will upload the video certificates you saved when you finished each video and the quiz. **(see Appendix 1 for step by step instructions)**

**It is easier to do this step from your phone so you can take a picture of the certificates.**

- Click on **Upload Document**
  - Click on **Choose File**
  - From smart phone, click on **Take Photo or Video**. From computer, locate document that you saved
  - Click on **Upload File**. Repeat until you have uploaded all 3 video certificates
  - Choose **Next Form** from the pop-up screen
- 
- [\*\*Excess Student Accident Insurance Overview\*\*](#) –
    - Review the information about the required athletic insurance
    - Click on the blue **Sign & Submit Form** button at the bottom.
    - Choose **Next Form** from the pop-up screen

- [District Purchased Insurance \(Mandatory\)](#) –

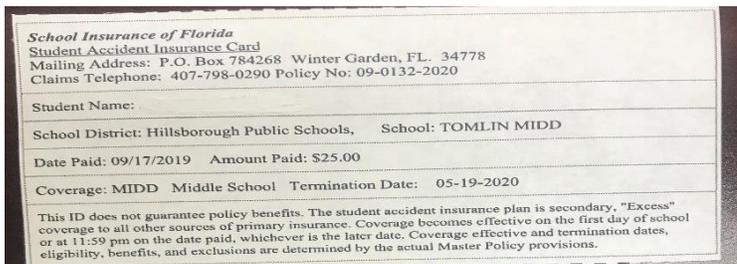
This is where you will upload the insurance card you saved when you purchased the required athletic insurance.

- You purchase the insurance online at:

<https://www.hcpsathleticprotection.com/>

**Make sure to save the insurance card that is generated when you purchase the insurance.**

- Click on **Upload Document**
- Either take a picture of the insurance card, or upload a previously scanned document that contains the insurance card. Here is a sample of what the card looks like.



- Click on **Upload File**
- Click on the blue **Sign & Submit Form** button at the bottom. Choose **Next Form** from the pop-up screen

- [Parent Government ID](#) –

This is where you will upload the parent id.

**It is easier to do this step from your phone so you can take a picture of the id.**

- Click on **Upload Document**
- Either take a picture of the parent id, or upload a previously scanned document that contains the parent id.
- Click on **Upload File**
- Click on the blue **Sign & Submit Form** button at the bottom.

- **Student Approvals Needed:** – Now the student must approve the necessary forms.
  - Sign into PlanetHS with the **Student** account
  - Click on **Athletic Forms**
  - The student must now go into the following forms and **put their initials** where indicated then click on the blue **Sign & Submit Form** button at the bottom:
    - ***HCPS Application for Athletic Participation Middle Schools***
    - ***Warning, Agreement to Obey Instructions, Release, Assumption of Risk, and Agreement to Hold Harmless***
    - ***EL2 – Preparticipation Physical Evaluation (History Form)***
    - ***EL3 – Consent and Release from Liability Certificate***
    - ***Middle School Athletic Eligibility Form***

All steps should be complete now. If you look at the Athletic Forms, you should see they are all either complete or pending staff approval. Once school staff approves the forms, you will get an approval notice via text or email, depending on which you used to create the parent account.

# Appendix 1:

## How to Watch Required Athletic Videos

Go to: <https://www.sdhc.k12.fl.us/doc/1451/athletics/student-forms/concussionvideo/>

You will see this on the screen:

[Begin the login process for the Concussion in Sports video](#)

[Begin the login process for the Sudden Cardiac Arrest video](#)

[Begin the login process for the Heat Illness Prevention video](#)

1. Choose one of the videos
2. Click on **register** in the right-hand corner. If you have previously registered, press **Sign in**.
3. Enter your email address, the username and password you want to use, then press **next**
4. Enter the **STUDENT** name, address, phone number, and Florida then press **finish**
5. Check that you are a student then press **finish**
6. Press **continue** to get to the first video
7. Select **Florida** then **order course** then **myself** then **continue**
8. Press **continue shopping**
9. Type in the **next video name** (from above) in the search bar then **view course**
10. Select **Florida** then **order course** then **myself** then **continue**
11. Press **continue shopping**
12. Type in the **next video name** (from above) in the search bar then **view course**
13. Select **Florida** then **order course** then **myself** then **continue**
14. You should now have all 3 courses listed above in your shopping cart
15. Press **Checkout**. You should now see your Order Summary.
16. Near the bottom you will see a box you have to **check** then press **continue**.
17. You will now see your Order Receipt. In the first sentence, you press **click here** to access your courses.

**At the end of each course is a quiz. Make sure you take the quizzes and save the certificate.**



## Returning (Student/Parent) Athletic Pre-Participation Forms Registration

Your school has elected to collect pre-participation forms online. Follow the steps below to re-complete pre-participation registration:

<p>1. <b>Login with previous year account credentials</b></p>	<ul style="list-style-type: none"> <li>• Both a parent and student are required to log back in for the new year and complete athletic forms</li> <li>• If you do not remember your login credentials, please utilize the <i>Forgot Password</i> option or contact the school athletic department</li> </ul>
<p>2. <b>Update Home School (If Applicable)</b></p>	<ul style="list-style-type: none"> <li>• After logging in, click on your name at the top right of the screen, and then select <i>Settings</i></li> <li>• Type in school name within the <i>School</i> text field, and then select the appropriate school</li> <li>• Update any contact information such as phone, email address and mailing address</li> <li>• Click <i>Save</i> at bottom of screen</li> </ul>
<p>3. <b>Athletic Forms button</b></p>	<p>Click the <b>Athletic Forms button</b> to move to the Pre-Participation Forms Overview Page and complete the required digital forms.</p> <ul style="list-style-type: none"> <li>- Make sure the Date Range is set to 2020-2021</li> </ul>
<p>4. <b>Select the Sports you will participate in</b></p>	<p>In the <b>Sports Interest</b> section, check the sports you will be trying out for. By checking these sports, you are allowing the coach of that team to view your pre-participation paperwork.</p>
<p>5. <b>Additional Schools (If Applicable)</b></p>	<p>If you/your student participate in sports at multiple schools, add the additional schools here. If you/your student do not play for multiple schools, leave this section blank. Adding additional schools will allow the Athletic Director(s) at the additional school(s) view your pre-participation paperwork.</p>
<p>6. <b>Complete &amp; Sign Digital Forms</b></p>	<p>Click on each form link, complete each form, and click the <i>Sign &amp; Submit</i> button. <b>Both the parent and student must complete this step.</b> Your school/district chooses which forms require the student, parent, or student AND parent signatures. Upon completion of each form, you should be auto promoted to the next form.</p>
	<p>Students with accounts may begin completing digital forms immediately. Parents must be linked to a student account to see the electronic version of the forms. If they are not linked, they will only see example PDF versions of the forms. You can complete forms or see their status at any time by clicking on the ATHLETIC FORMS button. This gives the ability for students to send a parent linked account request and to upload the physical exam signed by the physician during group physicals.</p>
	<p><b>Upload Buttons</b> are shown when you are required to upload a document instead of completing the web-form. For example, the physical exam form your physician completes or a birth certificate. These forms can be uploaded by either the parent or student but require the parents signature.</p>
	<p><b>Re-Use Document Buttons (If Applicable)</b> are displayed within forms that have been completed in previous years, allowing parent/student the ability to update necessary information prior to submitting the form for the new year.</p>
<p>7. <b>Accepted Forms Notification</b></p>	<p>When your school has accepted all forms, a notification will be sent to you stating all forms have been accepted. You will be notified via email and/or text message (if you have selected the text message option during account creation), if a form has been denied by your school. You will be sent a notification, in which you will be given the reason for denial and a link to review and resubmit your changes back to the school.</p>

If you need assistance with PlanetHS or need more information, please consult the help documents found here <https://schoolsupport.helpdocs.com> or email [schoolsupport@planeths.com](mailto:schoolsupport@planeths.com). If you have questions regarding the content of form requirements, please contact your school Athletic Director.