

Plant City High School

Band Auxiliary Paperwork Walk-Through

BEFORE Visiting the Paperwork Website

- ▶ **BAND AUXILIARY REQUIREMENTS:** Prior to starting, you will need the following documents available to complete the registration process:
 - ❖ FHSAA EL2 Physical (use EL2 on SDHC Athletics website): must include **doctor's stamp, signature and date** on page 2. Make sure the **CLEARED WITHOUT LIMITATIONS** box has been checked by your physician.
 - ❖ Government issued photo identification of parent or legal guardian completing the registration. When scanning this document, make sure all information is clearly visible in the picture.
 - ❖ Certificates for the three required FHSAA videos (in student's name) from nfhslearn.com. Scan all three certificates as ONE document. (Instructions for viewing the videos on the next slide.) Videos must be completed after May 4 of the current year to be accepted for the following school year.

Student Physical

- ▶ Here is the website for the physical form:

https://www.sdhc.k12.fl.us/docs/00/00/17/13/2018_19_EL02_Physical_Form.pdf

- ▶ BE AWARE:

- ❖ Physicals are only good for 365 days.
- ❖ Make sure STUDENT and PARENT sign the bottom of page 1.
- ❖ At the bottom of page 2 - Physical must be stamped, signed and dated by the appropriate medical personnel to be valid.
- ❖ You can only upload ONE file, both pages must appear in ONE file. Use Genius Scan or another app to combine pages into ONE file OR take ONE picture which includes both pages (make sure to get the full page, all the way to the edges).

FHSAA Video Instructions

- ▶ Viewing the videos is required each year. For the 2020-21 school year, videos must be viewed AFTER May 4, 2020.
- ▶ www.nfhslearn.com
- ▶ Have the student log in or create an account. Be sure when asked for the name on the certificate the STUDENT'S NAME is entered and NOT the parent. The student is responsible for watching the videos, not the parent.
- ▶ Order the following courses (they are FREE). Once you have completed checkout, the student can access the courses in their Dashboard.
 - Concussion in Sports - What You Need to Know
 - Heat Illness Prevention
 - Sudden Cardiac ArrestOnce the student has completed all three courses, download the certificates. Put the documents into ONE file using one of the following methods:
 - ▶ Take a picture with all three documents in one picture. Don't cut off any edges.
 - ▶ Use a scanning app, such as Genius Scan, to scan the documents into one PDF file

Paperwork Website



Don't go on until your child has a completed medical form and has watched the three videos and has the certificates.

Logging In

- ▶ <https://athleticclearance.fhsaahome.org/>

Select Language ▼

ATHLETICCLEARANCE.COM

CLEARANCESINJURIESMY ACCOUNTCONTACT US

Need Help

Login

User Name (Email):

Password:

Sign In

Forgot Password

Don't have an account?

Register

See How It Works!

Cheerleading

Clearance For (BYE, 2014-15, Basketball, Boys)

Athletic Clearance Guide

Completed

Waiting...

My Reports

My Settings

My Account

Watch later

Share

Step #2 - Medical History

Have you ever had or have you now any of the following:

Allergies (Drug, Food, Insects, etc.)

Yes

No

Lab Allergies/Prescriptions

Yes

No

Adrenaline

Yes

No

Headaches or Migraines

Yes

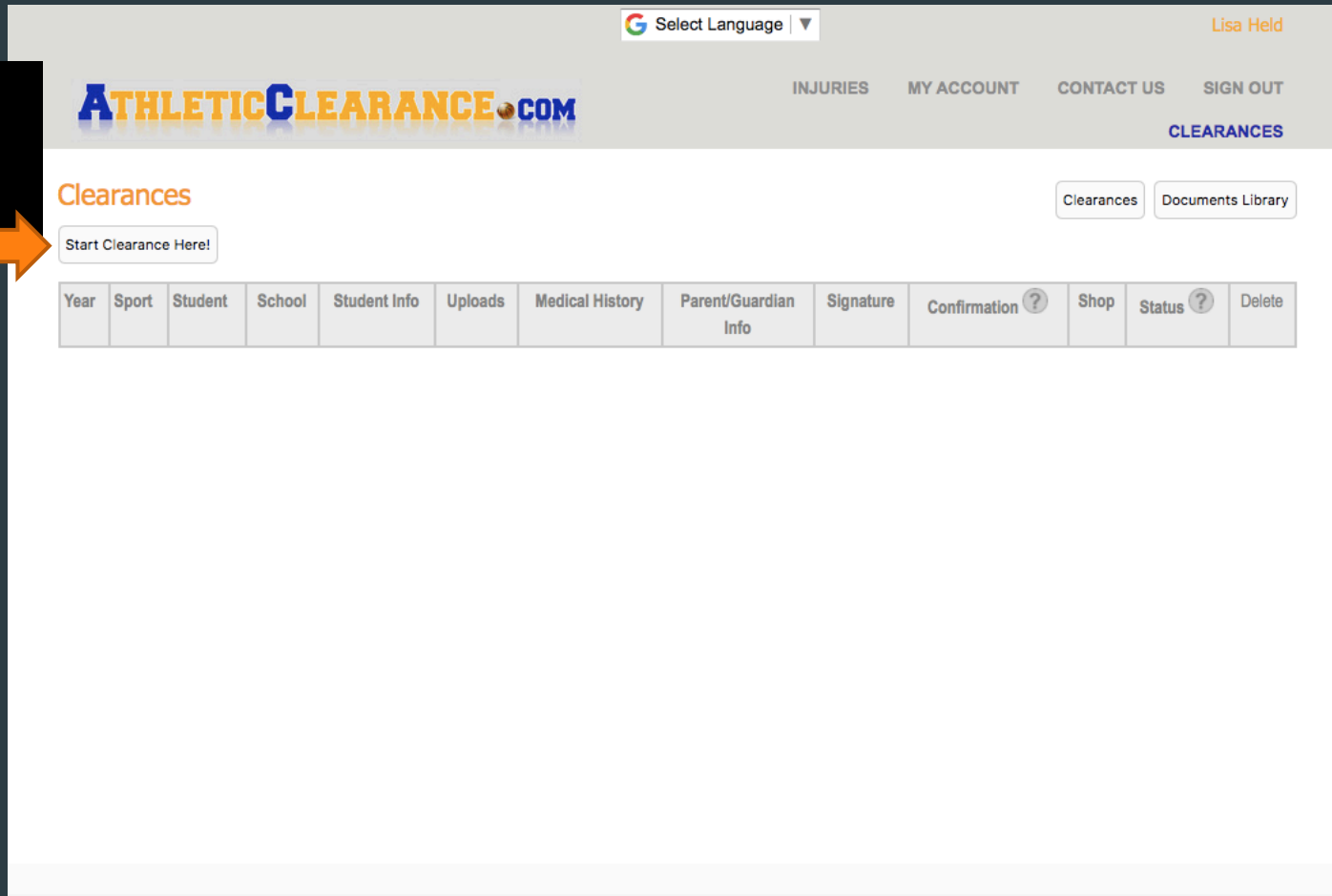
No

If you have ever had an account, log in here. If you have forgotten your info, DO NOT create a new account. Use the reset or HELP options.

If you have never logged in - click here to create an account. The parent must create the account using THEIR email, not the student's.

After Logging In

Click “Start Clearance Here”



The screenshot shows the AthleticClearance.com dashboard. At the top, there is a header with a Google Translate widget, the user name "Lisa Held", and navigation links for "INJURIES", "MY ACCOUNT", "CONTACT US", and "SIGN OUT". The "CLEARANCES" link is highlighted in blue. Below the header, the "Clearances" section is active, showing a "Start Clearance Here!" button and a "Documents Library" button. A table with 12 columns is displayed below the buttons. The columns are: Year, Sport, Student, School, Student Info, Uploads, Medical History, Parent/Guardian Info, Signature, Confirmation (with a help icon), Shop, and Status (with a help icon), and Delete.

Year	Sport	Student	School	Student Info	Uploads	Medical History	Parent/Guardian Info	Signature	Confirmation ?	Shop	Status ?	Delete
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Selecting Year, School, and Sport

The screenshot shows the 'Athletic Clearance' website interface. At the top, there is a navigation bar with a language selector, a user name 'Andrew Hames', and links for 'INJURIES', 'MY ACCOUNT', 'CONTACT US', 'SIGN OUT', and 'CLEARANCES'. The main content area is titled 'Clearances' and contains a section 'Choose Which Year, School, & Sport'. This section has three dropdown menus: 'Year *' (set to '2020-21'), 'School *' (set to 'Plant City (Section 3)'), and 'Sport *' (set to 'Band Auxiliary'). A red note below the sport dropdown states: 'If your schools allows, you will be able to include additional sport/s on the Confirmation page'. A 'Submit' button is located at the bottom of the form. Three large orange arrows point from the form fields to three black boxes on the right, which contain the text: 'Choose 2020-21', 'Choose PLANT CITY', and 'Choose Band Auxiliary'.

Select Language ▼ Andrew Hames

ATHLETICCLEARANCE.COM INJURIES MY ACCOUNT CONTACT US SIGN OUT CLEARANCES

Clearances

Choose Which Year, School, & Sport

Year *
2020-21 ▼

School *
Plant City (Section 3) ▼

Sport *
If your schools allows, you will be able to include additional sport/s on the Confirmation page
Band Auxiliary ▼

Submit

Choose 2020-21

Choose PLANT CITY

Choose Band Auxiliary

Student Information

- This page is for information about your STUDENT.
- If your student does not have a cell phone, enter 000-000-0000 for the number.
- Band Auxiliary students DO NOT have to purchase the insurance.
 - If your student is going to try out for any other sport, you must purchase the insurance. You may complete for another sport now!

* This field is required

* This field is required

* This field is required

Birthdate *

June

30

2003

First *

MI (- if none) *

Last *

Grade in 2020-21 *

Gender *

DOE Race Equity

* This field is required

* This field is required

Female

White

Student Id *

Student Email *

Student Cell *

Cell Carrier (Ex: AT&T, Verizon) *

Student Home Address *

* This field is required

* This field is required

Tampa

FL

City

State

33626

Zip Code

Insurance Information

Have you purchased school insurance through www.hcpsathleticprotection.com

☐ Yes

☒ No

Physician Information

☐ N/A

Student Information Page Uploads

- This is where you upload 3 things: 1) Student Physical 2) the picture of the PARENT ID and 3) all 3 video certificates in ONE file.
 - If you try to upload the physical and video certificates as individual pictures, only 1 page will actually upload.

The screenshot shows the AthleticClearance.com website interface. At the top, there is a navigation bar with the logo, a language selector, the user name "Andrew Hames", and links for "INJURIES", "MY ACCOUNT", "CONTACT US", "SIGN OUT", and "CLEARANCES". Below this, a progress bar indicates the status of five steps: Step #1 (Student Info) is "Working...", Step #2 (Medical History) is "Incomplete", Step #3 (Parent/Guardian Info) is "Incomplete", Step #4 (Signatures) is "Incomplete", and Step #5 (Donation) is "Optional".

The main section is titled "Step #1 - Student Information - Uploads". It includes a link "Download Physical / EL2 Form Here". Below this, there are three upload sections, each with a "Choose File" button and a "Choose From Documents Library" button. The first section is for the "Physical" (Signature and Date), the second for the "Parent/Guardian Government Issued Photo ID", and the third for "FHSAA Required Video Certificates". Three orange arrows point to the "Choose File" buttons in each of these sections. A black callout box with the text "Select 'Choose File'" is positioned over the first "Choose File" button. Below the video certificates section, there is a link to a file named "Sec5e0baa3961.png".

Step# 1 Student Info	Step# 2 Medical History	Step# 3 Parent/Guardian Info	Step# 4 Signatures	Step# 5 Donation
Working...	Incomplete	Incomplete	Incomplete	Optional

Step #1 - Student Information - Uploads

[Download Physical / EL2 Form Here](#)

Physical
Signature
Date

Upload Physical Form: **Choose File** No file chosen **Choose From Documents Library**

Parent/Guardian Government Issued Photo ID: **Choose File** No file chosen **Choose From Documents Library**

[Sec5e0bac1faf.jpeg](#)

FHSAA Required Video Certificates: **Choose File** No file chosen **Choose From Documents Library**

[Sec5e0baa3961.png](#)

Select "Choose File"

Medical Information

Be sure to read carefully and hit submit at the bottom of the page.

Select Language ▼

Andrew Hames

ATHLETICCLEARANCE.com

INJURIESMY ACCOUNTCONTACT USSIGN OUTCLEARANCES

Clearance For (Plant City, 2020-21, Band)

Step# 1 Student Info	Step# 2 Medical History	Step# 3 Parent/Guardian Info	Step# 4 Signatures	Step# 5 Donation
Completed	Working...	Incomplete	Incomplete	Optional

Step #2 - Medical History

Have you ever had or have you now any of the following:

Allergies (drug, food, insects, etc)

☐ Yes ☐ No

Asthma

☐ Yes ☐ No

Headaches or Migraines

☐ Yes ☐ No

Unconsciousness or blackouts

☐ Yes ☐ No

Concussion or Head Injury

☐ Yes ☐ No

Parent Information Page

Fill in the boxes and make sure the information is accurate.

Select Language ▼

Andrew Hames

ATHLETICCLEARANCE.COM

INJURIESMY ACCOUNTCONTACT USSIGN OUT

CLEARANCES

Clearance For (Plant City, 2020-21, Band)

Step# 1 Student Info	Step# 2 Medical History	Step# 3 Parent/Guardian Info	Step# 4 Signatures	Step# 5 Donation
Completed	Completed	Working...	Incomplete	Optional

Step #3 - Parent/Guardian Information

Parent/Guardian already in the system?

Select Parent/Guardian ▼

Parent/Guardian #1 Name *

☐ N/A

First *

Last *

Parent/Guardian #1 Business Number *

Parent/Guardian #1 Mobile Number *

Signature Page

- Please Note - There are signatures at the TOP for the parent and the BOTTOM for the student.
 - Packets are often rejected because a parent name appears in all boxes on the page. Read all boxes carefully before signing.

Select Language ▼

Andrew Hames

ATHLETICCLEARANCE.COM

INJURIESMY ACCOUNTCONTACT USSIGN OUTCLEARANCES

Clearance For (Plant City, 2020-21, Band)

Step# 1 Student Info	Step# 2 Medical History	Step# 3 Parent/Guardian Info	Step# 4 Signatures	Step# 5 Donation
Completed	Completed	Completed	Working...	Optional

Step #4 - Signatures

Please sign correct electronic signature. NOTE: Parent/Guardian signatures first, followed by Student signatures. Please sign full name.

Parent/Guardian Signature

Parent Signature (Online) *

Please Sign Correct Signature

EL3 - Consent and Release from Liability Certificate 2020R

Consent and Release from Liability Certificate

This completed form must be kept on file by the school. This form is valid for 365 calendar days from the date of the most recent signature.

This form is non-transferable; a change of schools during the validity period of this form will require this form to be re-submitted.

Download Form: [EL3 - Consent and Release from Liability Certificate 2020R](#)

Parent Signature (Online) *

EL3 - Consent and Release from Liability Certificate for Concussions 2020R

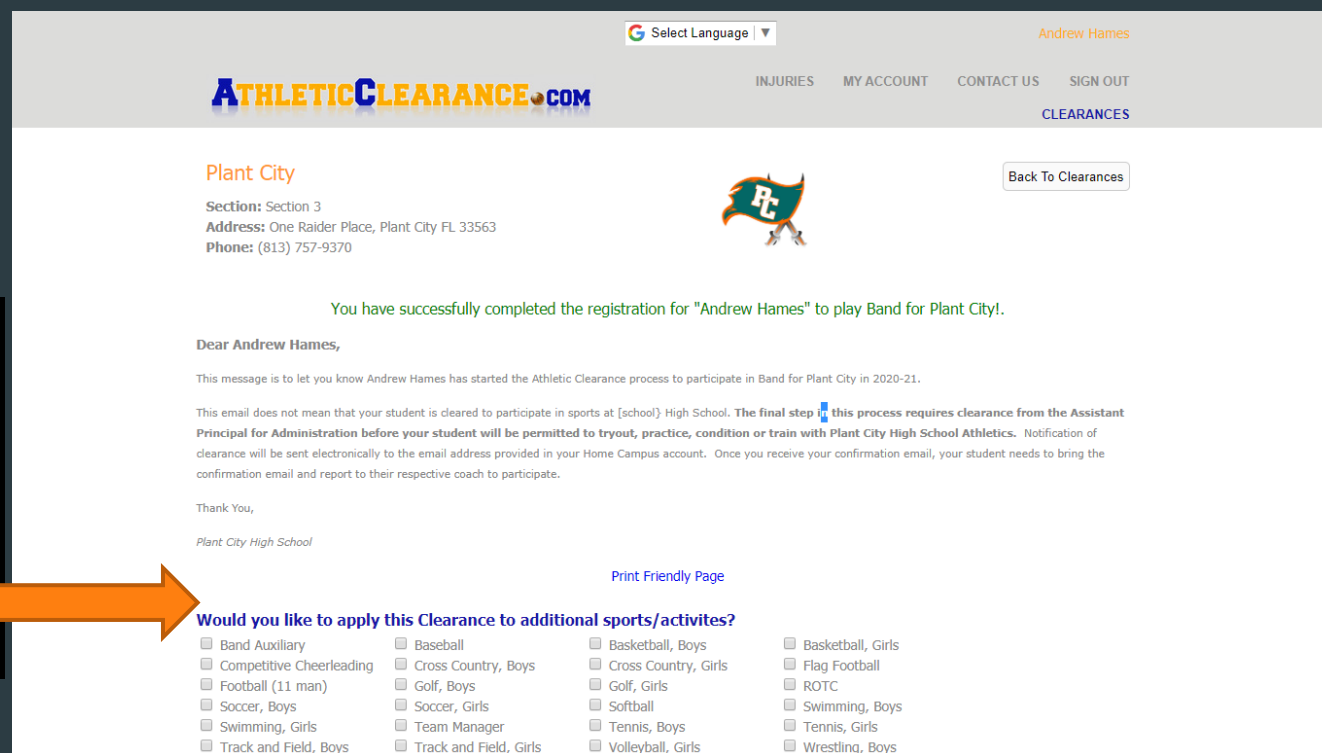
Student Signatures

➤ Read all boxes carefully before signing.

Student Signature	
Student Signature (Online) *	EL3 - Consent and Release from Liability Certificate 2020R
Please Sign Correct Signature	<p>Consent and Release from Liability Certificate</p> <p>This completed form must be kept on file by the school. This form is valid for 365 calendar days from the date of the most recent signature.</p> <p>This form is non-transferable; a change of schools during the validity period of this form will require this form to be re-submitted.</p>
	Download Form: EL3 - Consent and Release from Liability Certificate 2020R
Student Signature (Online) *	EL3 - Consent and Release from Liability Certificate for Concussions 2020R
Please Sign Correct Signature	<p>Consent and Release from Liability Certificate for Concussions</p> <p>This completed form must be kept on file by the school. This form is valid for 365 calendar days from the date of the most recent signature.</p> <p>Concussion Information</p> <p>Concussion is a brain injury. Concussions, as well as all other head injuries, are serious. They can be caused by a bump, a twist of the head, sudden deceleration or acceleration, a blow or jolt to the head, or by a blow to another part of the body with force transmitted to the head. You can't see a concussion, and more than 90% of all concussions occur without loss of consciousness.</p> <p><i>Signs and symptoms of concussion may show up right after the injury or can take hours or days to fully appear. All concussions</i></p>
	Download Form: EL3 - Consent and Release from Liability Certificate for Concussions 2020R
Student Signature (Online) *	EL3 - Consent and Release from Liability Certificate for SCA & Heat-Related Illness 2020R
Please Sign Correct Signature	<p>Consent and Release from Liability Certificate for Sudden Cardiac Arrest and Heat-Related Illness</p> <p>This completed form must be kept on file by the school. This form is valid for 365 calendar days from the date of the most recent signature.</p> <p>Sudden Cardiac Arrest Information</p> <p>Sudden cardiac arrest (SCA) is a leading cause of sports-related death. This policy provides procedures for educational requirements of all paid coaches and recommends added training. Sudden cardiac arrest is a condition in which the heart suddenly and unexpectedly stops beating. If this happens, blood stops flowing to the brain and other vital organs. SCA can cause death if it's not treated within minutes.</p>

Completing the Packet

- Once you have submitted the packet, you will receive an email letting you know the process has been started.
- Mr. Leeseberg, APA, must review and approve the packet **BEFORE** your student is cleared to participate in outside practice, games, or other extra activities.
- In your student's profile, you can see if it says CLEARED or UNCLEARED. You will be notified by email once the application is cleared or if corrections need to be made to your application.



The screenshot shows the Athletic Clearance website interface. At the top, there's a navigation bar with a language selector, the user's name "Andrew Hames", and links for "INJURIES", "MY ACCOUNT", "CONTACT US", "SIGN OUT", and "CLEARANCES". The main content area displays the "Plant City" logo and contact information: "Section: Section 3", "Address: One Raider Place, Plant City FL 33563", and "Phone: (813) 757-9370". A green message states: "You have successfully completed the registration for 'Andrew Hames' to play Band for Plant City!". Below this, a letter addressed to "Dear Andrew Hames," explains the next steps: "This message is to let you know Andrew Hames has started the Athletic Clearance process to participate in Band for Plant City in 2020-21. This email does not mean that your student is cleared to participate in sports at [school] High School. The final step in this process requires clearance from the Assistant Principal for Administration before your student will be permitted to tryout, practice, condition or train with Plant City High School Athletics. Notification of clearance will be sent electronically to the email address provided in your Home Campus account. Once you receive your confirmation email, your student needs to bring the confirmation email and report to their respective coach to participate." The letter is signed "Thank You, Plant City High School". At the bottom, there's a "Print Friendly Page" link and a section titled "Would you like to apply this Clearance to additional sports/activities?" with a grid of checkboxes for various sports like Band Auxiliary, Baseball, Basketball, Competitive Cheerleading, Cross Country, Flag Football, Football, Golf, ROTC, Soccer, Softball, Swimming, Tennis, Track and Field, Volleyball, and Wrestling.

Select Language | Andrew Hames

ATHLETICCLEARANCE.COM INJURIES MY ACCOUNT CONTACT US SIGN OUT CLEARANCES

Plant City Back To Clearances

Section: Section 3
Address: One Raider Place, Plant City FL 33563
Phone: (813) 757-9370

You have successfully completed the registration for "Andrew Hames" to play Band for Plant City!.

Dear Andrew Hames,

This message is to let you know Andrew Hames has started the Athletic Clearance process to participate in Band for Plant City in 2020-21.

This email does not mean that your student is cleared to participate in sports at [school] High School. The final step in this process requires clearance from the Assistant Principal for Administration before your student will be permitted to tryout, practice, condition or train with Plant City High School Athletics. Notification of clearance will be sent electronically to the email address provided in your Home Campus account. Once you receive your confirmation email, your student needs to bring the confirmation email and report to their respective coach to participate.

Thank You,
Plant City High School

Print Friendly Page

Would you like to apply this Clearance to additional sports/activities?

<input type="checkbox"/> Band Auxiliary	<input type="checkbox"/> Baseball	<input type="checkbox"/> Basketball, Boys	<input type="checkbox"/> Basketball, Girls
<input type="checkbox"/> Competitive Cheerleading	<input type="checkbox"/> Cross Country, Boys	<input type="checkbox"/> Cross Country, Girls	<input type="checkbox"/> Flag Football
<input type="checkbox"/> Football (11 man)	<input type="checkbox"/> Golf, Boys	<input type="checkbox"/> Golf, Girls	<input type="checkbox"/> ROTC
<input type="checkbox"/> Soccer, Boys	<input type="checkbox"/> Soccer, Girls	<input type="checkbox"/> Softball	<input type="checkbox"/> Swimming, Boys
<input type="checkbox"/> Swimming, Girls	<input type="checkbox"/> Team Manager	<input type="checkbox"/> Tennis, Boys	<input type="checkbox"/> Tennis, Girls
<input type="checkbox"/> Track and Field, Boys	<input type="checkbox"/> Track and Field, Girls	<input type="checkbox"/> Volleyball, Girls	<input type="checkbox"/> Wrestling, Boys

If your student wants to try out for a sport or other activity, here is where you select additional activities. Other activities may require insurance.