



SLPS ATHLETIC DEPARTMENT MANUAL

Middle and High School Athletic Departments

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Section I. **THE ATHLETIC DEPARTMENT - POSITIONS AND DUTIES**

Chief of Schools																				
Executive Director for Athletics																				
District Athletic Director												Athletics Specialist								
Athletic Directors for High and 6-12 Schools						Athletic Director Middle Schools						Athletic Directors for K-8 Schools								
FPCHS	FPWA	LHS	PSLHS	S LWCCHS	TCHS	L P A	DMMS	FGMS	SOMS	SPMS	AFK8	C A M K8	CAST	MK8	NK8	OHK8	PPK8	SLWK8	S GAK8	WGK8

SLPS Athletics Communication

All athletic-related questions and/or concerns should be directed to the District Athletic Director who will facilitate communication between SLPS District Leadership and the school-based athletic directors.

SLPS District Athletic Director

The District Athletic Director reports directly to the Executive Director responsible for Athletics and is responsible for overseeing the St. Lucie Public Schools Athletic Programs, including but not limited to:

1. Administer and over the coordination of services provided by the various departments of the school district.
2. Serve as the project manager for inter-local agreements which allow for mutual use of school and local governmental facilities.
3. Coordinate county-wide student-athlete recognition programs.
4. Coordinate countywide athletic schedules.
5. Assist school-based staff in the interpretation of policies and oversee compliance with State Statutes and the policies of the Florida High School Athletic Association (FHSA) and School Board.
6. Disseminate School Board and FHSA policies and bylaws to school-based athletic directors, school principals, and district leadership, providing updates as needed and necessary.
7. Act as a liaison on behalf of the district with the Florida High School Athletic Association (FHSA), local official associations, and as representative of SLPS at state and national interscholastic athletic meetings, conferences, and/or committees.

8. Provide leadership to the school's Athletic Directors and Principals, which will enable their schools to develop their individual athletic capabilities to their fullest extent.
9. Conduct and report investigations of alleged violations to appropriate district personnel.
10. Coordinate the operations of the county Athletic Department.

SLPS Assistant Athletic Director

Assists and works under the direction of the SLPS District Athletic Director in supporting and facilitating the school's athletic programs. The Specialist's Duties will encompass the following areas:

1. Assist the county athletic director in carrying out policies and procedures for the school athletic department and the FHSAA.
2. Serve as athletic director for the school as needed when the District Athletic Director is unavailable due to job responsibilities.
3. Schedule, promote, and facilitate CPR/AED and First-Aid certification classes for coaches using SLPS approved vendors.
4. Assist with the creation of athletic schedules and maintain up-to-date records regarding game day times and schedule changes, as well as the reason why the change occurred.
5. Assist with the implementation of SLPS initiatives, projects, and goals for the Athletic Department.

High School Athletic Director

High school athletic programs will be coordinated, led, and managed by the school's athletic director under the direct supervision of the school's Principal. The athletic director is expected to administer a broad and wholesome athletic program within the limits of SLPS and the FHSAA. The school's athletic director should create and manage the athletic program so that it correlates with the total school program, mission, and vision of both the school and SLPS. The athletic director should promote and facilitate a positive working relationship between SLPS administration, school administration, faculty and staff, the school community, and the student-athletes. At the direction of the school principal, the athletic director responsibilities include, but are not limited to:

1. Supervise and monitor the school's athletic programs, including hiring coaches, all of whom must be cleared by HR **PRIOR** to working with student athletes.
2. Attend the meetings pertaining to athletics as set up by the FHSAA and the school (e.g., "rules clinics, scheduling meetings, etc.)
3. Conduct the school's athletic program in accordance with rules of the school, School Board, and FHSAA.
4. Prepare an ongoing plan of facility improvements and repairs of athletic fields and facilities.

5. Consult with coaches throughout the school year to assist with operational protocol, security measures, budget process, and other needs as determined by the District Athletic Director and/or principal.
6. Prepare the athletic program budget and assume responsibility for monitoring and reporting expenditures to the principal.
7. Assume responsibility for maintaining inventory of athletic equipment and supplies.
8. Prepare bid specifications and purchase orders for the school's athletic program expenditures.
9. Review and approve all athletic purchases.
10. Review and approve all artwork for athletic related goods and services.
11. Arrange transportation for all athletic events.
12. Direct the promotion and sale of tickets and fund-raising events of the athletic programs and assume responsibility for receipts and deposits of athletic funds with the school business office.
13. Assist coaches in arranging field and gymnasium practices and handle the logistics for providing assistance to visiting teams for lodging, meals, and assistance as necessary.
14. Monitor and ensure athletic eligibility for participation:
 - a. Prepare a plan and method to review, approve, secure, and store athletic physical packets prior to a student's participation.
 - b. Upload necessary student-athlete eligibility information to the FHSAA eligibility platform prior to participation.
 - c. Ensure player eligibility with FHSAA bylaws and policies prior to participation.
 - d. Maintain communication between the District Athletic Director and the head coach regarding a student-athlete's on-going eligibility status.
 - e. Ensure the Athletic Insurance Fee has been collected and/or accounted for as to each student-athlete.
15. Administer the athletic eligibility reports to the FHSAA.
16. Maintain files and records related to the athletic department per SLPS's retention schedule.
17. Maintain financial accounting of the athletic department by meeting with the bookkeeper on a regular basis to reconcile accounts.
18. Maintain SLPS security measures, protocols, and standard operating procedures.

19. Establish a relationship with and list of duties for the Athletic Sports Manager.
20. Establish procedure and control of the athletic training room and all locker rooms.
21. Complete the SLPS's PER0052.2 Form, sent by Human Resources, prior to each season. This form must include all required signatures prior to any sport in any season.
22. Establish and maintain a supervision policy for on and off-campus athletic activities. In conjunction with administration, ensure that coaches, administrators, and chaperones understand their roles and responsibilities before and after all athletic activities.
23. Attend all meetings scheduled by the SLPS Athletic Office.
24. Assist coaches in monitoring participant progress in academic and school life and provide counseling and tutoring assistance as necessary, with parent approval.
25. Administer the organization and scheduling of all interscholastic contests and prepare game contracts.
26. Facilitate collegiate signing day events and activities for student athletes.
27. Communicate with the media only after receiving approval from the school's Principal and/or SLPS's Communications Department.
28. Create and establish a site-specific security plan for all sports and venues on your campus which aligns with SLPS's Standard Operating Procedures. Ensure that the school's administration and coaching staff are updated and educated on these procedures as needed.
29. Distribute responsibilities to head coaches annually and as needed.
30. Complete evaluations of all coaching staff.

Assistant Principal - Athletics

The Athletics AP is responsible for supervising and supporting the athletic director. The AP should play a role in overseeing the following items:

1. Foster and maintain a strong and positive working relationship with the athletic director.
2. When necessary, act as the liaison between the athletic department and the principal.
3. Oversee, manage, and assist the athletic director with the hiring process of new coaches.
4. **Ensure that all coaches are cleared by HR prior to supervising student athletes.**
5. Assist the athletic director in creating and maintaining a monthly athletic coverage calendar to include athletic and administrative supervision.
6. Assist and facilitate communication between the administrative team and the athletic

director.

7. Establish and maintain a school-based administrative coverage calendar and plan on a monthly basis.

Coaches who are in the Human Resources queue to be hired are ineligible to begin working or interacting with athletic programs and student-athletes until hired and fully cleared by SLPS.

Middle School - Athletic Site Coordinator

Middle school athletic programs will be coordinated, led, and managed by the school's athletic site coordinator under the direct supervision of the school's Principal and/or designated Assistant Principal. The athletic site coordinator is expected to administer a broad and wholesome athletic program within the limits set by SLPS. The athletic site coordinator should create and manage the athletic program so that it correlates with the total program, mission, and vision of both the school and SLPS. They should promote and facilitate a positive working relationship between SLPS administration, school administration, faculty and staff, the school community, and student-athletes. The athletic site coordinator will be responsible to the principal for the following:

1. Direct and supervise the school's athletic program.
2. Organize and direct the coaching staff. **All coaches must be cleared by HR prior to supervising student athletes.**
3. Establish and supervise athletic policies.
4. Support and promote SLPS policies and bulletins.
5. Educate coaching staff on SLPS policies.
6. Complete an evaluation of all coaches on staff.
7. Foster a working and positive relationship with the local officials' associations.
8. Represent the school in athletic matters on a local and county level.
9. Establish and supervise athletic eligibility and participation to include the following:
 - a. Review, approve, secure, and store athletic physical packets prior to a student's participation.
 - b. Complete and return all necessary eligibility forms and paperwork given by the SLPS Athletic Office.
 - c. Establish player eligibility prior to contests beginning at the start of the season.
 - d. Establish communication methods between the athletic director and head coach for notification of the student-athlete's eligibility status.
 - e. Ensure the Athletic Insurance Fee has been collected for each student-athlete prior to any participation.

10. Procure areas for practice and contests.
11. Supervise and request maintenance of athletic facilities.
12. Review and/or approve all athletic purchases.
13. Maintain up-to-date inventory of athletic equipment and uniforms.
14. Maintain files and records for athletics per the SLPS's retention schedule.
15. Maintain financial accounting of the athletic department by meeting with the bookkeeper on a regular basis.
16. Maintain an active program to promote sportsmanship and the welcoming of competing teams and guests.
17. Maintain SLPS security measures, protocol, and standard operating procedures.
18. Establish procedures and control of all locker rooms.
19. Establish and maintain a school-based administrative coverage calendar and plan on a monthly basis.
20. Distribute responsibilities to head coaches annually and as needed.
21. Communicate with the Intramural Coordinator/Middle (North/South) as needed and/or requested.
22. Complete the PER0052.2 Form, sent by Human Resources, prior to each season. This form must include all required signatures prior to any sport in any season.

Intramural Coordinator/Middle North/South

1. Schedule games
2. Schedule Tournaments
3. Schedule Meetings
4. Schedule Officials

FHSAA Fall, Winter, Spring Sports Calendar

This manual incorporates (link below) the 2025–2026 Florida High School Athletic Association (FHSAA) Planning Calendar, which serves as the official reference for interscholastic athletic season dates and key compliance timelines for all FHSAA-sanctioned sports. The calendar establishes standardized practice start dates,

preseason and regular season competition windows, roster deadlines, and postseason tournament schedules using a uniform, week-numbered system to ensure statewide consistency. While current at the time of publication, all dates are subject to change, and athletic administrators and coaches are responsible for monitoring FHSAA updates and ensuring full compliance with FHSAA bylaws, district policies, and reporting requirements.

[FHSAA Sports Calendar](#)

Section II. HIRING AND CLEARANCE OF ATHLETIC COACHES

SLPS Instructional Personnel

Athletic coaches who are also SLPS teachers will need to complete the following steps to be hired as an athletic coach:

1. **Apply to a Vacant Coach Position** - All athletic coaching offers must be processed as a "job offer" in FastTrack **including current employees**. The sport the person will be coaching must be added to the job offer details. Not including this specific information will delay the hiring process.

This includes:

- Teachers working and coaching at the same school
- Teachers working at one school but coaching at a different school

Please Note: The following teacher's certification **does not** include athletic coaching eligibility. These teachers will need to apply for a FLDOE athletic coaching certification:

- Those teachers with a SLPS Vocational Certification
- Those teachers with a Speech and Language Impaired Certification and/or License

Please Note: Exchange teachers (EPI / Spanish Visiting Teachers) **are not** eligible for athletic coaching certification

2. **Complete the CPR/AED and First Aid Certification** - This course is generally held four to five times throughout the school year at various high school campuses across SLPS. Coaches who are employed by SLPS may pre-register for one of these courses. SLPS will pay for those cleared employees who are looking to certify when they attend one of the scheduled training sessions through the SLPS Athletic Office. CPR/AED and First Aid Certification are provided by the SLPS's bid-awarded vendor for Athletics. This is the only certification provider that will be accepted at the time of hiring and renewal. The certification is good for two years as dated on the card/certificate and will need to be renewed once it expires.

Coaches who are in the Human Resources queue to be hired are ineligible to begin working or interacting with athletic programs and student-athletes until hired and fully cleared by SLPS.

Non-Instructional Personnel

Athletic Coaches who are not teachers but work for SLPS in other capacities must satisfy the following additional requirements on top of their regular SLPS clearance process in order to be approved for athletic coaching duties:

1. **Apply to a Vacant Coach Position** - All athletic coaching offers must be processed as a "job offer" in FastTrack **including current employees**. The sport the person will be coaching must be added to the job offer details. Not including this specific information will delay the hiring process.

This includes:

- Non-instructional employees working and coaching at the same school
 - Non-instructional employees working at one school but coaching at a different school
2. **Complete the CPR/AED and First Aid Certification** - This course is generally held four to five times throughout the school year at various high school campuses across SLPS. Coaches who are employed by SLPS may pre-register for one of these courses. SLPS will pay for those cleared employees who are looking to certify when they attend one of the scheduled training sessions through the SLPS Athletic Office. CPR/AED and First Aid Certification are provided by the SLPS's bid-awarded vendor for Athletics. This is the only certification provider that will be accepted at the time of hiring and renewal. The certification is good for two years, as dated on the card/certificate, and will need to be renewed once it expires.
 3. **Complete and Pass the Fingerprint Clearance** - Human Resources will supply the candidate with instructions on how to complete the fingerprinting process. Please note that the non-instructional employee must have their original social security card when arriving at the District office to complete the fingerprinting process.
 4. **Obtain the Florida Department of Education Athletic Coach Certification** - SLPS requires all paid coaches to obtain their Florida Athletic Coach's Certification through the Florida Department of Education (FLDOE) in order to be employed as a paid coach within SLPS. Coaches may obtain an initial three-year temporary certificate when looking to become certified for the first time. The employee will have three years to satisfy the necessary online coursework to transition their temporary certificate into a professional five-year certification.

Non-SLPS Employee / Paid Athletic Coach

Athletic Coaches who are not employed by SLPS in any capacity but wish to serve as a paid athletic coach will need to complete the following process in order to be approved for employment:

1. **Apply to Vacant Coach Position** - All athletic coaching offers must be processed as a "job offer" in Fast Track **including current employees**. The sport the person will be coaching must be added to the job offer details. Not including this specific information will delay the hiring process.
 - ✓ Coaches who will be paid and are applying to SLPS will need to access the vacant position they are seeking on SLPS's website and will need to attach themselves to the job offer. All requested and necessary documentation must also be attached to the job offer.
2. **Interview with the School**
Potential coaches will need to be interviewed by the school's Athletic Director and/or Principal or the Principal's designee. Once an offer to be hired has been extended by the principal or their designee, then the candidate will begin the official hiring process with SLPS.
3. **Hiring Process**
The candidate will receive notification from the Human Resources department regarding the hiring process. Components of the hiring process will include the following:

- ✓ **CPR/AED and First Aid Certification** – This certification must be obtained and paid for by the candidate and included as part of their hiring materials. The CPR/AED and First Aid Certification must have a hands-on skills session in order for it to be considered valid. A candidate may not use a course that is only online learning. The candidate must use the SLPS Athletic Department’s vendor for this certification. The applicant is responsible for the cost of the course when applying for a position.
- ✓ **Fingerprint Clearance** – Human Resources will supply the candidate with instructions on how to make an appointment with Field Print to complete the fingerprinting process. Please note that the candidate must have their original social security card when arriving at the Field Print office to complete the fingerprinting process.
- ✓ **Florida Department of Education Athletic Coach Certification** - SLPS requires all paid coaches to obtain their Florida Athletic Coach’s Certification through the Florida Department of Education (FLDOE) in order to be employed as a paid coach within SLPS. Coaches may obtain an initial three-year temporary certificate when looking to become certified for the first time. The employee will have three years to satisfy the necessary online coursework to transition their temporary certificate into a professional five-year certification. The cost is \$75 for the temporary and then another \$75 each time the certificate is renewed, or upon transition from the temporary to the professional certificate.
- ✓ **Youth Mental Health First Aid Training (YMHFA)** - All SLPS employees are required to complete this training. The school’s athletic director will assist newly hired non-SLPS / paid coaches with registering for available training opportunities within the current school year.

NOTE: *If the FLDOE temporary coach certificate lapses without the required online courses being completed, then the coach will not be eligible to continue coaching and cannot receive a coaching supplement. The required coursework must be completed, and a valid certificate must be on file with Human Resources and with the school to return to work or volunteering.*

Non-SLPS Employee / Volunteer Coach

Athletic coaches who are not employed by SLPS in any capacity, but wish to volunteer as an athletic coach must follow these guidelines:

1. **Interview** - Volunteer coach candidates must interview with the Athletic Director. Upon being offered and agreeing to join the coaching staff, the Athletic Director will share the following information:
2. **Raptor System** - The volunteer coach will need to register within the Raptor System for SLPS and record their daily volunteer hours for when they are on campus interacting with students or working with staff. The volunteer coach will swipe their driver's license in the front office at the school they are volunteering at. Each week, the Athletic Director will be responsible for recording which volunteer coaches are on campus. The document will then need to be signed by the Athletic Director and their Principal. The school’s volunteer coordinator will then upload the volunteer’s name and hours into the system manually.

3. **Student-Athlete Interaction** - Volunteer coaches are to be supervised by an SLPS employee at all times. Volunteer coaches are **not** to be alone with student athletes at any point.
4. **No Payment** - The volunteer coach understands that their position does not include a supplement or a nominal fee via a consultant's contract and that they are volunteering their time to SLPS free of charge.

ALL COACHES - Paid or Volunteer:

Each school year, a coach must complete the application on Fast Track. There are two separate applications, one for paid and one for volunteering. HR will maintain records of CPR/AED and First-Aid certification of coaches.

Coaches who are in the Human Resources queue to be hired are ineligible to begin working or interacting with athletic programs and student-athletes until hired and fully cleared by SLPS.

Section III. **COACHES CERTIFICATION PROCESS**

Coaches who do not hold a current teaching certificate from the Florida Department of Education are required to receive an Athletic Coaching Certificate from the FDOE and will need to follow these steps:

Initial Application to Florida Department of Education

1. Prospective coaches must apply for their temporary Athletic Coaching Certificate online via the Florida Department of Education's website.
2. The prospective coach assumes the cost of the application to the FLDOE.
3. A three-year temporary Athletic Coaching Certificate will be issued to the prospective coach.

Transition from the Temporary Athletic Coaching Certificate

(Three Year) to the Professional Athletic Coaching Certificate (Five Year)

1. Coaches will have three years, or less, depending on their certification application date, to complete the following three courses online via the Human Kinetics Coach Education Center website (<http://www.asep.com>).
 - ✓ Online Course #1: Coaching Principles
 - ✓ Online Course #2: Coaching (Sport Name) Technical and Tactical Skills
 - ✓ Online Course #3: Sport First Aid
2. There is no paper packet or face-to-face option to complete the three required courses. Coaches will only be able to complete the coursework online and must have their course certificates readily available for Human Resources and the FLDOE.
3. Coaches may also have their college transcript(s) reviewed by SLPS's certification department to determine if any coursework taken could potentially substitute for any of the required online courses.

□

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[FHSAA Sports Calendar](#)

Section IV. **HIGH AND MIDDLE SCHOOL SUPPLEMENTS ATHLETICS**

There are multiple athletic supplements available to employees belonging to the CTA bargaining unit. Employees can find a current list of all supplements offered in the Supplement Handbook found on the Human Resources page of the SLPS website. Only Coaches who are cleared through HR prior to the start of the season will be eligible to be paid a supplement at the end of the season. Supplements will be entered into the Payroll System by the school's Payroll Contact and must be approved by the school's Principal prior to payment.

Athletic Supplement Allocations

1. Only one sheet will be submitted throughout the school year. Updates will be made on the same sheet previously submitted with an effective date added in order for Human Resources Record Specialists to process.
2. No person may have more than 3 athletic supplements. Deans are eligible for only one supplement (athletic or teaching).
3. Any coach whose behavior results in a suspension from coaching in games will receive a reduction in supplement pro-rated for the period of suspension.
4. The designation of a position and supplement does not necessitate that it be used or filled. For position descriptions, see the County Athletic Handbook.
5. If one of the four (4) named intramural sports is not offered by a school, the school may request a waiver to offer a number of "other" sports equal to the named sports that are not offered.
6. Supplements are included in the employee contract and will be pro-rated over all the pay periods.

7. Proration of athletic supplements will be based on the number of days served in the period of the FHSAA official season.
8. Per the District Athletic Director, middle school sports do not require certification.

Awards and Recognition

Varsity letters, MVP awards, and other recognitions will be presented at end-of-season banquets.

- ✓ All awards must be approved by the school's athletic director.
- ✓ Recognition must align with all equity policies.

Section V. HIGH SCHOOL STUDENT-ATHLETE ELIGIBILITY

Forms

SLPS is a member of the Florida High School Athletic Association (FHSAA). The FHSAA sets the criteria for student-athlete eligibility and compliance. The following forms must be submitted by the student via hard copy paper or SLPS's approved online student-athlete registration platform and then approved by the school in order for a student-athlete to be considered eligible to participate in interscholastic athletics:

1. FHSAA EL2 Form - Participation Physical
2. FHSAA EL3 Form - Consent and Release
3. SLPS Player and parent agreement, permission and release
4. Create an account on athleticclearance.com and complete requirements
5. All student athletes must pay an athletic fee of \$50 per season with a max of \$100 per year
6. Proof of age on file with the school in the student's cumulative folder

NOTE: Seniors may not participate on Freshmen or Junior Varsity Teams. SLPS Policies 2431 and 2431.01 may also be referenced for student-athlete eligibility.

Academic Eligibility

The FHSAA determines the academic requirements for member school student athletes to participate in interscholastic athletics. The entirety of the bylaws and policies for the FHSAA's academic requirements can be found in the FHSAA Handbook listed in Bylaw 9.4. The policies and bylaws listed in this handbook are intended to give a basic overview of academic eligibility requirements for student-athletes participating at the high school level.

✓ **FHSAA Bylaw 9.4.1 - 2.0 GPA Required for Academic Eligibility**

A high school student must have a cumulative 2.0 grade point average on a 4.0 unweighted scale, or its equivalent, at the conclusion of each semester to be academically eligible during the next semester (§ 1006.15(3)(a)1, F.S.). Final grades previously earned by the student from another school shall not be converted using the scale in Bylaw 9.4.2.

✓ **FHSAA Bylaw 9.4.1.2 - Academic Eligibility/Ineligibility is for a Semester**

A student who is academically eligible at the beginning of a semester will continue to be academically eligible for that entire semester. Likewise, a student who is academically ineligible at the beginning of a semester will continue to be academically ineligible for that entire semester, except as provided in Bylaw 9.4.5.1.2. The student's academic eligibility for each successive semester will depend upon his/her cumulative GPA at the conclusion of the previous semester.

✓ **FHSAA Bylaw 9.4.1.3 - Attendance During Previous Two Consecutive Semesters Required**

A student cannot be academically eligible if he/she has not attended school and received grades for all courses taken during the previous two consecutive full semesters.

✓ **FHSAA Bylaw 9.4.1.9 - Student Not Eligible for One Full Semester if Transcript Cannot be Obtained**

A student whose former school cannot or will not provide an official sealed transcript will not be eligible in the new school until he/she has been in attendance for one full semester

and has established a cumulative GPA. The school must submit a written report to the FHSAA Office that includes the student's name, date of first attendance in the school, and the beginning and ending dates of the previous semester.

- ✓ **FHSAA Bylaw 9.4.2.1 - Incomplete Grade is a Failure**
An incomplete grade must be counted as a failure (Grade "F") when calculating a student's cumulative GPA.
- ✓ **FHSAA Bylaw 9.4.3 - Effect of Summer School or its Graded Equivalent Courses on Cumulative GPA**
A student may raise or lower his/her cumulative GPA by attending summer school or its graded equivalent if:
 - a. The summer school or its graded equivalent is regularly scheduled and regularly organized under the direction of a SLPS school board or private school;
 - b. All coursework taken by the student is completed before the first day of classes in the subsequent semester; and
 - c. All courses taken by the student, in which he/she receives a grade, whether during the regular academic year or summer school, or its graded equivalent, must be used to calculate the student's cumulative GPA.
- ✓ **FHSAA Bylaw 9.4.3.1 - "Forgiveness"**
If a student repeats a course, regardless of whether he/she passed or failed the course on the first attempt in which the student earned a "D" or "F," or the equivalent of a grade of "D" or "F," the grade may be replaced with a grade of "C" or higher, or the equivalent of a grade of "C" or higher, provided for required courses the course is the same or comparable course, or with a grade of "C" or higher, or the equivalent of a grade of "C" or higher for an elective course and that grade will be used to calculate the student's cumulative GPA (§ 1003.4282(5), note, F.S.).
- ✓ **FHSAA Bylaw 9.4.3.1.1 - Grade GPA Calculation**
For the purposes of GPA calculation, each subsequent unsuccessful attempt on a course taken for forgiveness will not be computed in the calculations. One successful attempt will overwrite the original grade and all previous unsuccessful attempts.
- ✓ **FHSAA Bylaw 9.4.4 - Determination of Academic Eligibility at Conclusion of Each Semester.**
A school must calculate the cumulative GPA of a student at the conclusion of each semester to determine the student's academic eligibility for the next semester. Only those grades that are first reported by the student's teachers at the conclusion of the semester can be used to calculate the student's cumulative GPA.
- ✓ **FHSAA Bylaw 9.4.4.1 - Definition of "First Reported"**
"First reported" means the grades that were originally submitted by the student's teachers at the conclusion of the semester. Changes to grades that are first reported by a student's teachers may only be made according to the published policies of the school.
- ✓ **FHSAA Bylaw 9.4.5 - Course Work must be Completed by First Day of Next Semester**
A student must complete all work required to earn credit in a course taken during a

semester by the first day of the next semester. A grade of “incomplete” must be considered a failing grade when calculating a student’s cumulative GPA.

✓ **FHSAA Bylaw 9.4.6 - Change in Eligibility Status**

If a student’s academic eligibility changes at the end of a semester, the student will become eligible or ineligible on the sixth school day of the next semester as published on the school’s official calendar for that school year. Even if the last day of the semester coincides with the last day of school for the winter holidays, the student will not become eligible or ineligible until the sixth school day of the next semester that follows the winter holidays as published on the school’s official calendar for that school year.

Transfer and/or New Students

- ✓ Must have an official transcript on file with the school prior to participating in any athletic activities to ensure that academic eligibility has been established.

Limit of Eligibility

The FHSAA determines the limit of eligibility for member school student-athletes to participate in interscholastic athletics. The entirety of the policies for the FHSAA’s limit of eligibility can be found in the FHSAA Handbook listed in Bylaw 9.5.

✓ **FHSAA Bylaw 9.5.1 - High School Student Has Eight Semesters of Eligibility**

A student is limited to eight consecutive semesters of eligibility beginning with the semester he/she begins ninth grade for the first time. This does not imply that the student has eight semesters of participation. After eight consecutive semesters, the student is permanently ineligible.

Age Requirements

The FHSAA determines the age limit for member school student-athletes to participate in interscholastic athletics. The entirety of the policies for the FHSAA’s age limit can be found in the FHSAA Handbook listed in Bylaw 9.6.

✓ **FHSAA Bylaw 9.6.1 - High School Age Limit**

A student who reaches the age of 19 prior to July 1st shall become permanently ineligible.

✓ **FHSAA Bylaw - 9.6.4 School Must Verify Age of Student**

A school must verify the age of each student who represents it in an interscholastic athletic competition. The student must provide documented proof of his/her age for this purpose. A student who is unable to provide documented proof of his/her age cannot participate.

✓ **FHSAA Bylaw - 9.6.4.1 What is Documented Proof of Age?**

Documented proof of age is one or more of the following:

- a. An original birth certificate issued by the office of vital records in the country, province, state, county or city where the student was born; or
- b. A passport, visa, or “Employment Authorization Document” (EAD Card) that lists the student’s date of birth; or
- c. An official record of birth from the hospital in which the student was born.

Section VI. **MIDDLE SCHOOL STUDENT-ATHLETE ELIGIBILITY**

Forms

SLPS is not a member of the Florida High School Athletic Association (FHSAA) for middle school athletics; however, SLPS aligns with and uses the FHSAA's bylaws and policies for maintaining institutional control over the middle school athletic programs. The following forms must be submitted by the student via hard copy paper or SLPS's approved online student-athlete registration platform and then approved by the school in order for a student-athlete to be considered eligible to participate in interscholastic athletics:

- ✓ FHSAA EL2 Form - Participation Physical
- ✓ SLPS Player and parent agreement, permission and release
- ✓ Notice to Parents/Guardians of Minor Child Participants
- ✓ All student athletes must pay an athletic fee of \$20 per year
- ✓ Proof of age on file with the school in the student's cumulative folder

SLPS Policies 2431 and 2431.01 may also be referenced for student-athlete eligibility

Middle School Academic Eligibility

- ✓ Middle School students may not have a failure in more than one (1) subject during a given nine-week grading period.
- ✓ Students who have a failure in more than one subject during a given nine-week grading period will be ineligible to practice and compete during the following nine-week grading period.
- ✓ A grade of Incomplete ("I") will be considered the same as an "F" until it is replaced with a valid grade.
- ✓ A student must maintain a grade point average of at least 2.0 for the previous nine-week period to be eligible for athletics.
- ✓ Grades earned during summer school will be calculated with grades for the last marking period of the previous school year to determine eligibility.

Transfer and/or New Students

- ✓ Must have an official transcript on file with the school prior to participating in any athletic activities to ensure that academic eligibility has been established.

Age Requirements

A student who reaches the age of 15 prior to July 1st shall become permanently ineligible for middle school athletics.

- ✓ A birth certificate or other legal documentation to determine proof of age must be on file with the school in the student's cum folder.

Limit of Eligibility

A middle school student is limited to three consecutive school years (equivalent to six semesters) from the time he/she first successfully completes the fifth grade.

Section VII. HIGH AND MIDDLE SCHOOL NON-TRADITIONAL STUDENTS

Non-traditional students are categorized by Florida House Bill 225. These student types fall under the following categories: Charter School Student – School the Student Attends for Class Does Not Offer the Desired Sport, Home Education Student, Non-Member Private School Student, FLVS Part-Time, FLVS Full-Time, and FLVS Franchise (St. Lucie Public Schools Virtual) Student, and Traditional Public School Student (School the Student Attends for Class Does Not Offer the Sport the Student Wishes to Participate In).

SLPS Policy 2431 and 2431.01 outlines each non-traditional student type and the eligibility allowances afforded to them by category, per House Bill 225.

The information below serves as general guidelines for those students who are categorized as non-traditional students and wish to participate in interscholastic athletics at the high school level within SLPS. Additional information and documentation may be requested by SLPS's Director of Athletics or the school's Principal, Assistant Principal over Athletics, Athletic Director, or other School Administrator in order to determine the eligibility of a non-traditional student and ensure the compliance of the school's athletic program.

✓ **FHSAA Bylaw 2.4.3 - Non-Traditional Students**

Students who participate in interscholastic and intramural extracurricular activities for, but are not enrolled in, a public school pursuant to § 1006.15(3)(c)-(e) and (8), F.S. (i.e. non-traditional students, reference Bylaw 1.4.31), are subject to the SLPS, charter or private school board's code of student conduct for the limited purpose of establishing and maintaining the student's eligibility to participate at the school.

In addition to meeting the SLPS and the FHSAA's eligibility requirements to participate in interscholastic athletics, a non-traditional student will also need to submit the following FHSAA paperwork to the school's Athletic Director depending on what type of school they attend:

1. **EL4** – Registration Form for Youth Exchange, Other International Student or Immigrant Student [**HIGH SCHOOL ONLY**]
2. **EL7** – Registration Form for Home Education Student
3. **EL7V** – Verification of Student Registration with SLPS Home Education Office
4. **EL12** – Registration Form for Non-Member Private School Student
5. **EL12V** – Verification Form for Non-Member Private School Students
6. **GA4** – Affidavit of Compliance with the Policies on Athletic Recruiting & Non-Traditional Student Participation [**HIGH SCHOOL ONLY**]

Controlled Open Enrollment Placement

- ✓ SLPS **does not accept FHSAA Form EL14.**

SLPS's Choice Office has an application and lottery system for students to place into one of SLPS's available Controlled Open Enrollment schools. Not all schools are available for Controlled

Open Enrollment placement. Students who wish to enter a school as a Controlled Open Enrollment student must attend class on the campus in order to access extracurricular activities, including interscholastic athletics. Students are unable to apply for a seat at a Controlled Open Enrollment school for the sole purpose of accessing extracurricular and/or athletic programs at the school.

Athletic Director's Responsibilities with Non-Traditional Students

Upon receiving all necessary documentation and becoming cleared to participate with a school as a non-traditional student, the school's Athletic Director will also need to:

1. Complete the FHSAA EL13 form for non-traditional students who are new and returning to the school **[High School Only]**;
2. Review other documentation
 - ✓ SLPS Athletic Packet (Hard Copy or Digital)
 - ✓ Official transcript from student's current school
 - ✓ Accuracy and completeness of all necessary FHSAA forms for the specific non-traditional student type **[High School Only]**
 - ✓ Proof of Age (Birth Certificate or Passport)
 - Request original to determine validity by foil or embossed seal
 - Make a photocopy for the student's file and return the original to the parent/guardian
 - ✓ Residential proof and documentation
 - ✓ Request updated documentation each semester the student intends to participate

Section VIII. **SCHEDULING**

Coaches are given a scheduling calendar that already has dates of upcoming events (e.g., SAT, ACT, re-seeding grass, etc.) that coaches then add to it with their dates.

Crespo populates the “no-game” dates prior to distributing to the coaches

Once the coaches put the games on the calendar, meet with Crespo to obtain contracts for the games

Coaches reach out to each other to schedule the games

ADs will notify the treasure coast (four county) coaches when a new coach is on a team to let those schools know to reach out.

Preference should be made for in-country games

MaxPreps

High School Sports - Schedules, Scores, Rankings

Results

Stats and win/loss within 24 hours

Play-offs to be provided immediately following competition

Roster

Football

Cost benefit to requiring each school to play each other at least once – Varsity and JV teams

Save money

Transportation

Build comradery/school spirit

County trophy

Increased revenue

For non-weekend games (Thursday), the latest end-time should be 11:00 PM.

Track

Mogo Timing – paid, then upload

No insurance for javelin or pole vault

Spike size –

Do not throw (shot-put/discus) on to the Football/Soccer Field

Only one athlete in the throwers cage at a time...

Golf

Wanamaker app – required use

Wrestling

[High School, College & Olympic Wrestling Videos, News, Rankings, Software & more](#)

Hydration test

Girl's Weightlifting

WWW.Weightliftingscore.com

Competitive Cheer

Teams:

Central LPA Somerset

Section IX. **FUNDRAISING**

All fundraising activities are regulated by School District Policy 5830, which pertains to Student Fundraising, as well as the Florida Department of Education Redbook.

- ✓ Athletic Gate Receipts qualify as a fundraising activity and require approval from the school principal.

Whenever funds are raised on behalf of the school, whether collected in person or online, and the proceeds are deposited into the school's internal bank account for distribution, it is necessary for the sponsor to complete the Activity Permit/Fundraiser Request form.

Prior to funds being collected for any reason, a sponsor must:

1. Complete the top portion of the Activity Permit/ Fundraiser Request & Profit and Loss Statement
 - a. The start date and end dates are to be included. If for any reason a change in fundraising dates are needed, it must be noted on the form and approved by the principal or designee.
 - b. Address how the proceeds will be used, including accounts that will benefit from the fundraising proceeds.
2. Estimate the sales, costs and profits
3. Sign and date the application and submit it to the Principal or Principal's designee for review and approval.

ACTIVITY PERMIT/ FUNDRAISER REQUEST

Must be completed and approved prior to the commencement of any fundraiser. This form is available on the SLCSB forms database.

- [Financial Guidelines for Sponsors](#)
- [Fundraiser Financial Report](#)
- [Fundraiser Request/ Profit & Loss](#)

Section X. **EQUIPMENT AND HYGIENE**

- ✓ Clean clothes and towels
- ✓ Sanitize mats, benches, medicine balls, etc.
- ✓ Clean weight bars, kettlebells, and weights after use

Team uniforms are purchased every two to three years.

- ✓ Football every as needed about 4-5 years

Fall Sports Equipment every year items

- ✓ Golf Team Polo Shirts
- ✓ Cross Country N/A
- ✓ Swim Uniform fill-ins (Uniform should last 2 years if used by same person)
- ✓ Bowling Team Shirts
- ✓ Volleyball 12 game balls and 4 scorebooks
- ✓ Football 12 game balls, 150 mouth guards, 20 knee pad sets, replacement jersey, reconditioning of helmets after the season, replacement of helmets and shoulder pads as needed.

Winter Sports

- ✓ Boys' Basketball 4 game balls, 4 scorebooks, 8 nets
- ✓ Girls' Basketball 4 game balls, 3 scorebooks
- ✓ Boys' Soccer 4 game balls, 12 practice balls, socks
- ✓ Girls' Soccer 4 game balls. 12 practice balls, socks
- ✓ Wrestling 3 gallons of mat cleaner, 1 case mat tape, 4 scorebooks

Spring Sports

- ✓ Baseball 12 dozen game balls
- ✓ Softball 10 dozen game balls
- ✓ Track check on shot, disc, and spikes
- ✓ Tennis 3-4 boxes of tennis balls
- ✓ Flag Football 4-6 game balls, 100 mouth pieces
- ✓ Beach Volleyball 6 game balls

Section XI. **TRAVEL GUIDELINES**

All team travel must be arranged through approved district procedures. Only approved school buses or district-approved transportation services may be used. Parents must submit a written request for alternative transportation options.

Transportation Department: <https://www.stlucie.k12.fl.us/departments/transportation/>

Field Trip Contacts 2025-26

Nerissa Matthews-Martin
Secretary II/Field Trip
Contact Number: 772-340-7186
Email: Nerissa.matthews@stlucieschools.org

Jennifer Sears
Routing/Field Trip Manager
Contact Number: 772-344-4497
Jennifer.sears@stlucieschools.org

Bus Rules:

All passengers in SLPS vehicles are to adhere to the attached rules

<https://www.stlucie.k12.fl.us/pdf/departments/transportation/BusRules.pdf>

Travel Tracker Training Links

[Travel Tracker Training - Travel Tracker Approvers Training on Vimeo](#)

Field Trip and Extracurricular Activities Guidelines and Procedures

<https://www.stlucie.k12.fl.us/pdf/forms/SEC0033.pdf>

Trip Authorization Process

Bus Trip Requests must be made on the Travel Tracker system. In order to gain access to Travel Tracker, please see your schools designated Field Trip Coordinator or Administration Staff. For all athletics, please see your AD.

If you need assistance, you may e-mail Jennifer Sears (jennifer.sears@stlucieschools.org) or Nerissa Matthews (nerissa.matthews@stlucieschools.org) for the link.

Cancelation Policy

Cancellations/No Shows

Trip cancellations and/or rescheduled trips should be made at least 24 hours in advance. The trip should be cancelled or rescheduled using the Travel Tracker system. If the trip is cancelled/rescheduled within 12 hours of the scheduled trip, the school requesting the trip will be charged the full cost of the trip. This charge is to cover payment to the driver as required by union contract. Exceptions may be made for weather, or other reasons outside the school's control.

Last Minute Scheduling/Capacity Issues: Lack of Available Buses

All field trip requests are expected to have all levels of approval at least 14 days in advance to ensure scheduling. Should there be too many requests for field trips on a given day; the requests will be filled in the order in which they are received. The requesting sponsor will be notified as early as possible that an alternate form of transportation must be arranged. Transportation staff will attempt to combine trips, when possible, to allow all students to participate if buses and/or drivers are not available.

Billing: Please note the following:

- A cost strip is required for ALL trips at the time of input. Requests will not be processed without a cost strip. Requests to charge field trips to any cost strip other than the school's general 10100 account must be approved by accounting. Requests without cost strips or required information for outside agency billing will default to the school's general fund 10100 account.
- After a request is inputted, an e-mail will be sent to the designated "approver" for your school. The approver must sign on to the system under their e-mail and click the radio button to approve the trip.
- Once the trip is approved by the appropriate Executive Director, the request is electronically transmitted to the Transportation Department for bus and driver assignment. At this point, the system will not allow a requester or approver to make changes after the trip has been fully approved. You must contact Transportation field trip staff via e-mail or phone for any changes that need to be made.
- Any additional or helpful information for the driver or Transportation staff should be placed in the Comments section at the top of the Travel Request.
- If a lift-equipped bus is required on any field trip, this **MUST** be noted on the Trip Request form. You must indicate the number of wheelchairs that will be transported, car seats, harnesses, and any other special equipment in the Vehicles Needed section.
- While the Travel Tracker system may ask you the number of buses needed, Transportation staff will ultimately determine the number of buses required based on your answers to the questions in reference to numbers of students and adults, as well as any equipment needs.

School Bus Field Trip Rates

The rate for school bus transportation is as follows:

- \$1.50 per mile round trip from the closest bus compound using Google Maps:
 - North Compound – 601 S. 29th St., Fort Pierce 34947
 - South Compound – 325 NW Commerce Park Dr., Port St. Lucie 34986

- \$35.00 per hour for driver time. Allow approximately one extra hour to your estimated trip time for pre-trip safety inspection, fueling the bus, driver time from their last drop location or compound to and from your school, and sweep time.
- If a bus aide is required to accompany a special needs student (wheelchair or other qualifying condition), then the aide will be billed to the school at a rate of \$15.00 per hour.
- Estimated total charges can be obtained on the trip request, or by e-mailing the field trip coordinator.

Meal Cost/Reimbursement

For meal reimbursement, that will be charged to the school. Transportation employees are eligible for meal allowances per Union agreement, according to SLCPs Policy 7.52. To avoid being billed for meals, a meal must be offered to the driver/aide and indicated in the appropriate location on the field trip ticket. The meal may be the same as packed for others on the trip, or a purchased one, at the school's discretion. The employee may decline the offer if they choose but will forfeit the allowance as long as the offer is documented on the trip ticket. If a driver is not offered a meal, but is eligible under the Policy, the trip ticket must indicate NO that a meal was not offered in the appropriate place at the bottom and be signed by the teacher/chaperone

Chaperones

All educational field trips and other school sponsored student travel must be adequately supervised and chaperoned by a faculty member. A certified faculty member will be designated as sponsor, and other staff members or parents designated as chaperones (as defined by School Board Policy 4.44) and approved by the principal. The number of chaperones will be based on the number of students participating and the specific needs of the trip. For trips that extend outside the regular school hours, the supervising teacher is responsible for students until they are released to parents.

Section XII. **FINANCIAL PROCEDURES**

Each athletic program must submit a proposed annual budget by July 15th. All funds must be handled through internal accounts and follow all district financial procedures. The following section provides important links to various financial procedures as they pertain to athletics.

1. Bookkeeping Introduction:

- [Red Book](#)
- [Function Code Cheat Sheet](#)
- [Field Trip Manual](#)
- [Is it Supplies or Equipment?](#)
- [Quick Reference Guide for End Users](#)
- [P-Card Manual](#)
- [Project Code Cheat Sheet](#)

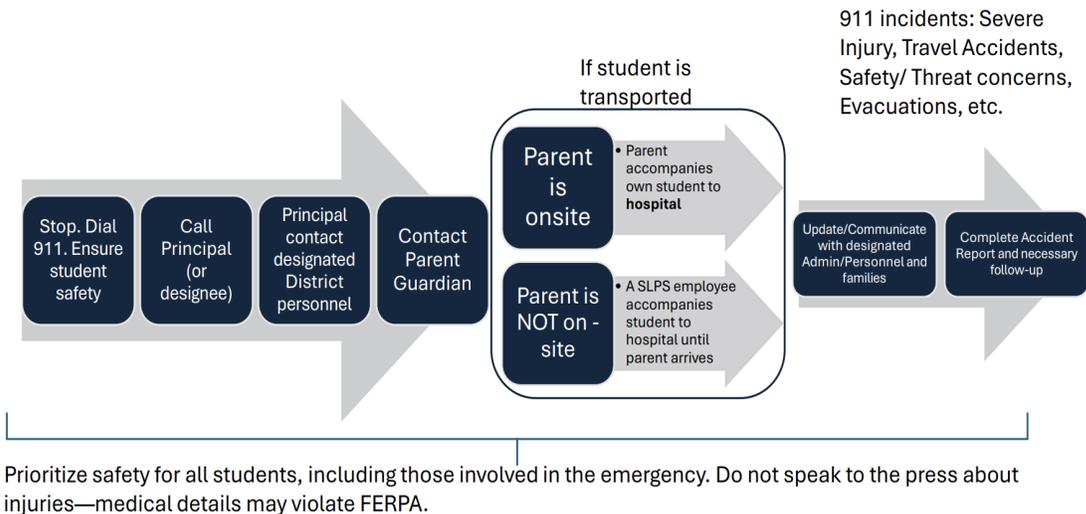
2. Internal Accounts/SBAA

- [Financial Guidelines for Sponsors](#)
- [Fundraiser Financial Report](#)
- [Fundraiser Request/ Profit & Loss](#)
- [Game Worker Voucher](#)
- [Green Shirt Workers Voucher](#)
- [Intramurals – Finance Procedures / Game Worker Stipend Payment Process](#)
- [Master PO Form](#) (SBAA only)
- [Monies Collected Form](#)
- [Principal's Manual for Internal Accounts](#)
- [Principal's Procedures](#)
- [Purchase Order Request](#)
- [Sponsor Report](#)
- [Temporary Change Funds](#)
- [Ticket Inventory Log](#)
- [Ticket Sales Report](#)

Section XIII. **FACILITY AND SUPERVISION**

Emergency Action Plan

Severe Incident Response Protocol (for coaches/ sponsors)



Trainer/EMS Scheduling

FSHAA requires either a trainer or EMS at every game

SLPS Large-scale Event Emergency Operations Guide

The SLPS Large-scale Event Emergency Operations Guide (link below) provides comprehensive procedures for managing athletic events and operations. This guide outlines the necessary steps to ensure the safety and well-being of all participants, including emergency action plans, communication protocols, and roles of first responders. It covers various scenarios such as severe weather, power outages, and crowd crises, ensuring that all athletic personnel are prepared to handle any emergency situation effectively.

[SLPS Large Event Emergency Mgmt 25-26 - Original.docx](#)

Jessica Lunsford Act (JLA) Badge Requirements

All vendors and contractors who will be present on campus while students are in attendance—including after school hours—must hold a valid Jessica Lunsford Act (JLA) badge, as mandated by Florida Statute 1012.467. This badge certifies that the individual has undergone fingerprinting and a comprehensive background check, ensuring compliance with state law and prioritizing student safety.

- The JLA badge is required for access to any area of the campus where students may be present, regardless of the time of day or the specific activity.
- All vendors and contractors are responsible for making sure that their employees have obtained JLA badges before arriving on campus.
- The criteria for receiving a JLA badge differ from those applied to school volunteers and standard employees; vendors must meet all legal and SLPS requirements.
- A Raptor sign-in or visitor sticker does not meet the JLA badge requirement. Only

- individuals with proper JLA credentials may interact with students or access student areas.
- Schools must visually verify the JLA badge and maintain records of vendor and contractor campus visits for compliance and audit purposes using Raptor.
- Having a JLA badge is distinct from being cleared through the district finance office for payment purposes; financial clearance does not substitute for safety clearance.

By strictly enforcing these requirements, St. Lucie Public Schools helps to safeguard all students and maintain a secure environment for athletic and extracurricular activities.

Submit School Dude information promptly for all home athletic events so School Police can assign security if needed.

SchoolDude

[SchoolDude Facility Scheduling](#) (link to the request page in SchoolDude).

- Include the number of people expected to attend – security will use this number determine if additional security is needed
- Always security – football, basketball, homecoming
- Rubric/guideline – shows estimate of number of officers needed based on expected visitors.

Section XIV. **SAFETY AND SECURITY**

1. **Purpose:** To ensure the safety and security of all participants, staff, and spectators during athletic events through structured supervision and security protocols.
2. **Roles and Responsibilities Security Officers**
 - a. Maintain visible presence at entry points and throughout the venue.
 - b. Monitor crowd behavior and intervene when necessary.
 - c. Coordinate with school administration and law enforcement.
3. **Event Supervisors**
 - a. Oversee adherence to safety protocols.
 - b. Ensure staff are briefed on emergency procedures.
 - c. Liaise with officers and school officials.
4. **Metal Detector Protocol Deployment**
 - a. Metal detectors may be used at randomly chosen events, especially those with high attendance or risk.
 - b. Metal detectors may require additional school staff to assist
 - c. Placement at all public entry points.
5. **Operation**
 - a. Trained personnel will operate detectors.
 - b. Bags and personal items may be subject to additional inspection.
6. **Signage**
 - a. Clear signage indicating screening procedures.
 - b. Advance communication to attendees via school channels.
7. **Incident Response Reporting**
 - a. All incidents must be documented and reported to the Safety & Security Coordinator.
8. **Emergency Procedures**
 - a. Evacuation plans.
 - b. Medical response coordination.
 - c. Law enforcement engagement.
9. **Training and Drills:** Regular training for officers and staff on:
 - a. De-escalation techniques.
 - b. Emergency response.
 - c. Use of metal detectors.
10. **Review and Updates**
 - a. Annual review of procedures.
 - b. Updates based on feedback, incident reports, and policy changes.

Section XV. **HEALTH AND SAFETY**

EKG information

In alignment with Florida Statute, the FHSAA, in conjunction with the Sports Medicine Advisory Committee and the Board of Directors, have released the new ECG screening form(s) on www.fhsaa.com. The form(s) can be found by selecting the "Parents" tab.

Summary of new documents and changes to existing documents:

1. **EL1** ECG Screening form - required form starting July 1, 2026 for all incoming 9th graders and new student athletes in grades 10-12.
2. **EL1/2s** - this form replaces page five of the EL2 and is for use when a follow-up is required for either the EL1 or the EL2
3. **EL2** - Page five of the EL2 was removed. The first four pages of the EL2 **did not change** in any way and the previous version can still be used.
4. **EL3** - Information, including vital State Stature language was added to the EL3. **This new version of the EL3 will need to be used by parents moving forward.**
5. **ME1** - For use by Medical doctors to exempt a student athlete from the ECG requirement.

Who Must Obtain an ECG:

- All incoming **9th-grade student-athletes (2026-27)**
- Any student in **grades 10–12** who has never participated in an FHSAA-sanctioned sports *Returning athletes are not required but strongly encouraged to obtain an ECG. The goal is to identify undetected cardiac risk factors and enhance athlete safety.*

Documentation:

A one-page standardized form (**EL1**) will confirm ECG completion, including:

- Parent/guardian attestation
- Clinician verification
- Referral information, if needed

Any follow-up that is requested by the medical professional will require the completion of the EL1/2s.

An ECG performed on or after July 1, 2024 will satisfy the requirement.

Emergency Preparedness

1. Each school must maintain an Emergency Action Plan (EAP).
2. AEDs are required on-site for all athletic events and practices.

Concussion Protocol

1. Immediate removal from play if a concussion is suspected.
2. Return to play only after written clearance from a licensed medical professional.

Heat and Hydration Policy

1. Coaches must monitor WBGT and modify practices accordingly.
2. Water must always be available.

The **Wet Bulb Globe Temperature** (WBGT) measures heat stress in direct sunlight by factoring in temperature, humidity, wind, sun angle, and cloud cover, unlike the heat index, which only considers temperature and humidity in shade. WBGT is widely used by military agencies, OSHA, and other organizations to manage workloads in the sun.

- [NATA Exertional Heat Illness White Paper](#)
- [Zach Martin Foundation Resources](#)
- [NATA Wet Bulb Thermometer Handout](#)
- [NATA Signs of Minor Heat Illness Handout](#)
- [NATA Nutrition Clock Handout](#)
- [NATA Injury Nutrition Handout](#)

NOTE: *This manual will be updated as federal, state, local, SLPS, and Florida High School Athletic Association guidelines, laws, or policies change regarding education-based athletics in Florida and St. Lucie Public Schools.*

Section XVI. **APPENDICES**

Appendix A: Student-Athlete Contract and Signature Page

Appendix B: Coach Code of Ethics

Appendix C: Emergency Action Plan Template

Appendix D: Annual Inventory Form

Appendix F: Fundraiser Approval Request

Appendix G: SLPS Athletic Calendar and Deadlines

Appendix H: SLPS Spectator Code of Conduct

Appendix I: FHSAA EL2 and EL3 Forms:

Athletic packets: [ATH0012](#) [ATH0013](#)

[Consent and Release from Liability Certificate EL3](#)

[Registration Home Ed EL7](#)

[Verification of Student Registration with Home Education Office EL7V](#)

[Registration Form for Private School Student EL12](#)

[Registration Form for PEP Student EL15](#)

[Affidavit of Amateurism GA1](#)

[Post Head Injury/Concussion Initial Return to Participation AT18](#)

[Para Athlete Division Eligibility Verification Form TR6](#)

<https://www.stlucie.k12.fl.us/departments/human-resources/fingerprint-drug-screen/>

For questions regarding the SLPS Athletic Handbook or interscholastic sports in St. Lucie Public Schools, please contact the District Athletic Office at Fort Pierce Central HS or your school's athletic director.