

# ACTIVITIES' HANDBOOK

*Revised August 2016 – Draft only – FOR APPROVAL*



**BAIS**  
Bandung Alliance  
Intercultural School

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## Message from the Activities Director

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Dear BAIS family,

Welcome back to the 2016-2017 school year. My name is Linnette Vasquez and I am very excited to be your new Athletics and Activities Director. Here's a little about me:

I was born and raised in the Dominican Republic where I attended an American private school very similar to BAIS. At the age of 14 I moved to Miami, Florida in the United States of America where I attended Florida International University, attaining my Bachelors in Exercise and Sports Sciences with a focus in the area of Sports Medicine. Over an eight-year span, I traveled with and served many athletes across various sports by assisting as first responder on premises, assessing injuries, and providing pre and post injury or surgical rehabilitation.

It is my inclination to help push BAIS' Athletics and Activities Program to the next level. My desire is for our students to develop their God-given skills and abilities to their greatest potential. Furthermore – and of utmost importance – I desire that BAIS' students grow in their knowledge of God's character and His love for them, that they become intentional in using His gifting in their lives to bring Him honor and glory and praise. BAIS' Athletics and Activities Program exists for this purpose!

Kindly peruse through our handbook and do not hesitate to contact me via email at [LinnetteVasquez@baisedu.org](mailto:LinnetteVasquez@baisedu.org) with any questions, concerns or suggestions you may have. Receive a warm thank you in advanced for all your support and prayers as we get this new year underway. This program will not be successful without God and His leading in your heart to joyfully serve among our BAIS family!

In Christ,  
Linnette Vasquez

## Activities' Policies & Expectations

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### 100 BAIS Activities' Philosophy

The philosophy of the Activities' Program at the Bandung Alliance Intercultural School is first and foremost subordinate to the philosophy and purpose of the school as outlined in the NICS Staff Manual and the BAIS Parent & Student Handbook. The following directives are to be seen as the practical application of the school's philosophy and statement of purpose and focus on developing the physical component of our Expected Student Outcomes (ESO's). The first directive is for the program to offer a medium for competition and participation. In doing so, it is the goal of the Activities' Director to ensure that each participant is encouraged to develop a healthy, competitive attitude. Second, the Activities' Program should strive to develop the participants' skills and character by coaching the fundamentals and instilling within each participant a sense of accomplishment. Third, each participant should be taught to exhibit a Christ-like attitude and respect for both teammates and authorities at all times. Fourth, the Activities' Program should cultivate overall school spirit and pride by encouraging personal a community support of other teams, clubs and extra-curricular functions. Finally, the Activities' Program must seek to teach participants effective time management. A participant's grades should not suffer as a result of participation in extracurricular activities. Interscholastic activities at BAIS are an integral part of the total educational program. Participation in activities at BAIS is a privilege, not a right. It is a privilege which carries with it the responsibility to use God-given abilities in a manner which favorably reflects on himself, his family, BAIS and Indonesia.

### 110 Activities' Vision Statement

The goal of the BAIS Activities' Program is to provide the students with a medium for competition and participation and within a framework that develops a participant's skills, character, competitive attitude while serving to cultivate overall school spirit in a Christ-like manner.

### 120 Definition of BAIS Activities

- **Varsity Sport-** Consists of primarily secondary students who participate 4 -5 days/week for a minimum of eight weeks. The team objective is to fulfill the Activities' Vision Statement, which includes competition.  
Varsity Sports are primarily funded through the athletic budget and participants are invited to attend the annual Sports Banquet at the end of year. (Swim team will always be included in this grouping as long as we they attend the IISSAC tournament, although the team's season may be shorter than eight weeks due to limited time for the season and that they may have elementary students on the team).
- **IISSAC Sports-** (International Indonesia Small Schools Activities Conference) IISSAC is an Activities' Conference of Schools in Indonesia comprised this year of six schools including BAIS. The main sports are soccer, basketball, cross country and swimming. BAIS attends three tournaments per year with IISSAC.
- **IISSAC Invitational Sports** - IISSAC invitational sports are sports competitions that are highly encouraged but not mandatory for IISSAC schools. BAIS will make every effort based on student interest, staffing, funding and time management to send a team for each of the invitational sports offered at IISSAC.
- **Club Sports-** Exist to give students not involved in Varsity Sports opportunities to play sports and develop their skills. The participating students will primarily be middle school and elementary students. The clubs "typically" meet less than 4 days week. The objective is participation and

learning fundamentals and will not necessarily be competition driven. The clubs need to be self-funded for facilities, awards, etc.

- **AFTER SCHOOL ACTIVITIES-** The range of offerings will vary each year depending on the talents and interests of the staff running the clubs, tutoring and teaching. AFTER SCHOOL ACTIVITIES is meant to be both educational and enriching. It will run anywhere from 2:45 – 4:30 on designated days following the close of school. (Some programs may vary in times – see AFTER SCHOOL ACTIVITIES menu for each trimester) AFTER SCHOOL ACTIVITIES will run in three trimesters to coincide with the IISSAC seasons and there will be a fee involved depending on the activities chosen.

### 130 Core Values of the BAIS Activities' Program

- **Respect** – Each participant will be expected to exhibit respect for the other participants at all times.
- **Fundamentals** – Each coach or program leader will commit to developing the participants' skills and character by teaching the fundamentals and instilling within each participant a sense of accomplishment.
- **Time Management** – Each participant will learn the importance of effective time management. Participants' grades should not suffer as a result of participation in extracurricular activities and participants will be required to balance and honor their commitments.
- **Community** – The Activities' Program should cultivate overall school spirit and pride by encouraging personal and community support of teams and extracurricular functions.

### 140 Eligibility Requirements for BAIS Activities

*(The only exception is LEP Help and Tutoring after school):*

- Written parental permission** must be on file with the Activities' Director before participating.

**A completed sports physical** administered by a doctor (good for one school year) on file with the Activities' Director **before** trying out for a sports team.

A student, while participating in athletics, must sign a **BAIS Activities' Code of Conduct** and also meet the following standards (true for all athletics and clubs):

- The student must be in good standing with the BAIS student body.
- Maintain a good cooperative attitude in the classroom.
- Students interested in any extracurricular activities must be academically eligible.
- Secondary eligibility is based on a GPA of 2.0 or higher with no F's for the preceding month. Eligibility will be based on grades as of the first Monday of each month (eligibility for the first month of each semester will be based on final semester grades from the previous year or previous semester.)
- Elementary eligibility is based on a GPA of 2.0 or higher, with no U's, and no unexcused absences on the previous quarter's report card. First quarter eligibility is determined by the previous semester's grades.

Eligibility is calculated using the posted grades on the 1st Monday of each month. Students will not be allowed to practice or play while they are academically ineligible. **The only exceptions are students participating in LEP Help and Tutoring in AFTER SCHOOL ACTIVITIES.**

## 150 Attendance Requirements for Extracurricular Activities

- In order to practice or participate in an activity a student must be in attendance the whole day on the day of activity or practice. Activities that happen on a non-school day or activities that require travel on a school day will require a full day of attendance the day prior to the activity. In extenuating circumstance, such as medical emergencies and unavoidable situations, director can be petitioned for an exception and it will be decided on case-by-case basis.
- If a student misses an entire school period during the school day they will be considered absent for that day.
- A student who is away from school due to a school-sponsored project or field trip may participate.
- A student who leaves school due to illness may not return and participate in extracurricular activities.

## 160 BAIS Activities' Code of Conduct

*(Athletes and Club Participants)*

As a member of BAIS activities, I recognize that I have the following responsibilities:

- I am an official representative of the Bandung Alliance Intercultural School.
- My actions in and out of school will build student respect and contribute to school spirit. This means that proper respect should be given to administrators, teachers, coaches, officials, teammates, opposing teams, and the overall student body. In order to host an all-inclusive environment, I will be expected to follow BAIS' English Only Policy (EOP) during all athletic events, practices, games & activities.
- I make a commitment to my team and coach and/or club leader to do my best until the end of the season.
- I am aware that regular attendance at school is required.
- I am aware that regular attendance at practices and games is required. If I miss three practices without a valid reason approved by the coach, I am letting my team down and I may be asked by the coach or athletic director to leave the team or club.
- I will do my best to keep myself in top physical condition.

In addition, I understand that all BAIS school rules apply while participating in sports. This includes but is not limited to dress code, EOP, etc. I understand that a violation of a school rule during athletics and activities could result in a referral to administration for discipline and could become a part of my school discipline record.

## 170 Penalties for Non-compliance of Athletes and Club Participants

Conduct of an athlete and club participant that is contrary to the standards of the BAIS Activities' Code of Conduct will not be ignored by the Activities' Director or Administration. Disciplinary action specific to the sport will be the responsibility of the coach. An athlete or participant whose conduct is contrary to the spirit of the BAIS Activities' Code of Conduct may be suspended from future participation in activities at BAIS. Students who fail to meet the standards of BAIS activities program and who violate the policy during the season will be disciplined according to school policy. In addition, any student who violates policy while on an

ISSAAC trip may be placed on probation for future athletic events and /or barred from future ISSAAC travels.

## 180 Athletic Uniforms Policy

Athletic uniforms issued by BAIS are the property of the school. (Exception: Swim, see below) They must be returned in the best possible condition at the end of the season. Special care should be taken in keeping uniforms clean throughout each season. Any failure to take care of an athletic uniform will be the responsibility of the athlete. Students who do not return their uniforms within a week (five school days) after the end of the season will be assessed a Rp.100.000 per uniform late fee. Any uniforms that are not returned within a month (twenty school days) of the end of the season will be assessed the stated late fee of Rp. 100.000 per uniform plus a Rp.500.000 per uniform replacement fee.

It is the policy of BAIS athletics that all teams will be required to wear the team uniform for all sports, including swimming. The school will facilitate the procurement of uniforms for each season. The only exception to the uniform policy is the BAIS team swim suit. Swimsuits and swim caps will be purchased through the athletics' office by the swimmer. These suits will not be returned to the athletic office at the end of the season.

Students who wear corrective lenses will be required to use contacts or sports goggles in order to participate in practices and games. This will apply to basketball and soccer.

## 190 Home School Student Participation in BAIS Activities

Home school students are welcome to participate in the BAIS Activities' Program. If a secondary home school student (grades 6-12) wishes to participate in activities, he/she must be enrolled in a minimum of one course at BAIS. Exceptions may be made on a case-by-case basis by the Administration and Activities' Director. If an exception is made, the fee and other elements of this policy below will still be enforced. For elementary students, a fee of \$50 USD (or rupiah equivalent) must be paid in advance to the BAIS Finance Office for a home school student to be able to participate in activities. This fee will apply to the entire school year to offset any costs associated with the home school student participating in the BAIS Activities' Program. Any additional costs associated with pool/field rentals, uniforms, or tournament fees may be required as well. If home school students have met the above requirements, they will be considered to have equal standing when considering team participation and potential cuts. The one exception involves IISSAC sponsored tournaments. Per IISSAC regulations, a student must be considered "half time" (enrolled at least four periods a day at BAIS) in order to participate in IISSAC tournaments.

## 200 IISSAC Tournament Fees for BAIS Athletes and Club Participants

On a regular basis BAIS athletic teams and club participants will have the opportunity for competing in IISSAC tournaments (for information regarding IISSAC, please see Section 210). All tournament costs (transport, hotel, and food) will be paid for by the parents. If there is a financial hardship to a family in covering the cost of the tournament they should talk confidentially to the Activities' Director and BAIS will do its best to help cover the remainder of the cost. In addition each participant will pay Rp. 100,000 to help cover equipment expenses for the season. BAIS will aim to cover all the additional expenses of the sports season (transportation, field and sports hall rentals, referees, etc.) and as mentioned above - IISSAC tournaments will be covered by the parents if they choose to send their children. The Activities' Director will get out the information on the projected cost of the tournament early in the season so families may budget for the tournaments. At the start of each IISSAC Season students will be required to pay a travel deposit in order for the athletic department to secure lodging and travel for the IISSAC event. This deposit information will be included in the letter students will receive at the beginning of the season.

## 210 Athletic and Activities Transportation:

Based on need the student may need to travel in order to complete the functions of their activity or sport. These travel needs will be met in one or a combination of the following ways:

- Parent cars
- Rented transportation
- School vehicles and driver

It is important to note the following about student travel:

- All vehicles must have a school sponsored adult or parent.
- All students must have written permission to travel. The permission form must be specific to the event and outline the modes of transportation that will be utilized.
- Cost of all additional travel may be divided amongst the students and collected by the adult sponsor to help offset the transportation cost.

### IISSAC Transportation

All students are expected to travel with their team for all IISSAC travel. There will be only two exceptions to this rule:

1. Students who participate on the grey squad for the swim competition will travel to the IISSAC event and any other competitions with their parents or a designate of their parent. Their cost will be on their own for all travel, lodging and meals. This rule in place to help ensure the safety of our younger swimmers.

Please note: While at a competitive event the grey squad swimmers practice times are the sole responsibility of the coaches. They should report on time to all events – including warm ups. In the event a grey squad swimmer does not meet at the scheduled time they may not be allowed to compete in that day's events.

2. Parents of other team sports who wish to have alternate travel plans for their student athlete must meet with the Activities' Coordinator to coordinate these plans. Based on parent preference a student athlete may travel separately from the team with certain conditions:
  - The student athlete's parents make known to the Activities Coordinator their desire for their child to have alternative travel plans at the beginning of the season upon signing the sports permission letter.
  - The student athlete's travel plan has been made available to the Activities Coordinator and approved a minimum of four weeks in advance of travel.
  - The student athlete's travel will be scheduled and paid for solely by the parent.
  - The supervision for the student athlete during travel will be the sole responsibility of the parent.
  - The Activities Coordinator will schedule a meet time and a leave time for the student athlete. These times will be the times that the student athlete will check in at the site with the team and the time when the student athlete will leave at the conclusion of the vent. Once approved, these times may not be altered.
  - Parents and student athletes must understand that between these times the student will be a part of the team and will be the responsibility of the coaches. They will lodge; eat with, practice with and stay with the team between the hours of check in and departure without exception.
  - In the event a student *OR A PARENT* is in violation of any of these requirements, the student may not be allowed to compete in that day's events.



**Final Note:** Student Athlete lodging is not open to visitors. Parents who travel as spectators and wish to communicate with or visit their child at their place of lodging should speak directly to the Activities Coordinator about their need.

## 220 Coaching Selection and Duties

The Activities' Coordinator will open up all coaching positions at the end of each school year for the following year. All teachers, staff and parents who wish to coach will be asked to complete a coaching application. The Activities' Director may or may not ask interested coaching candidates to complete an interview based on the needs and applicants for each season. Coaches will be selected based on the following criteria:

- Knowledge of the sport
- Previous coaching experiences
- Availability
- References
- Rapport with community and students
- Christian character

Preference will be given to coaches who have previously coached and met all requirements as a coach in former coaching seasons.

BAIS prefers to provide opportunities for multiple coaches within a school year. This is done to ensure our students are exposed to a wide variety of coaching philosophies and playing experiences. Therefore, preference will be given to an applicant who has not yet committed to another coaching position within that calendar year.

As a reminder: The BAIS sports philosophy is about a lot more than winning. A coach should note that they are not just becoming a technical coach to teach skills to the students but will also be a mentor, a model of Christian behavior, a connection between the school and the community and counselor to his/her team. A coach should note that the interaction they will have with parents will be significant through the season and should be prepared to balance the parent's needs, family needs and needs of the team in an efficient manner and communicate that well.

Finally, it is important to note that coaches and sponsors selected by the BAIS Activities' Department are granted autonomy in their coaching choices and philosophies. The BAIS Activities' Department will not regulate daily coaching decisions and game/event decisions. We are honored to have those volunteer their time and talent and want them to be free to coach to the best of their ability using their gifts and talents. BAIS coaches/sponsors do agree to a code of conduct and the Activities' Coordinator will work to ensure that agreement is met successfully.

## 230 Eagle Living Service Program

In addition to the athletics and activities that BAIS offers its students, the Eagle Living Service Program is encouraged. This program is a voluntary program that offers the students an opportunity to receive special recognition at graduation.

**Missions Statement:** The heart of the program is to develop a lifestyle of service in the students at BAIS to mobilize them to see beyond the school walls and to seek to become a part of the larger community around them.

*Mark 10:45a "For even the Son of Man did not come to be served, but to serve."*

The “Eagle Living Service Program” is designed for students to voluntarily do service and receive recognition from BAIS. Students who reach a notable amount of service will receive recognition at their senior graduation.

Students are required to complete a total of 15 semester hours of service per semester that they attend BAIS in order to receive graduation acknowledgement. These hours are encouraged to be broken into the recommended 15 hours per semester. However for graduation purposes we will be looking at the total hours of their time here at BAIS.

**Expectations:**

1. Pre-approved by the Service Coordinator. The Service Coordinator for the 2016-2017 school year is Mrs. Paula Newell, Guidance Counselor.
2. A service point form must be filled out.
3. Cannot be paid for your services.
4. Outside of school hours.
5. Cannot receive school credit for it.
6. No more than 3 hours can be earned for one project on one day.

On occasion an on-going activity may be a pre-approved for participation throughout the school year. If you have an activity that you would like pre-approved for the Eagle Living Service Program please see Mrs. Newell.

## 240 IISSAC (Indonesian International Small School Activity Conference) Information

BAIS has the privilege to be a part of this conference with six other international schools. The basic information regarding IISSAC is as follows:

- **Mission & Vision:** To promote interaction between international schools in Indonesia through friendly competition and other character building activities. All member schools must compete with both girls and boys teams in all events.
- The current IISSAC member schools include:
  - **Bandung Alliance Intercultural School**
  - **Bali International School**
  - **Mountainview International Christian School (Salatiga)**
  - **Surabaya International School**
  - **Wesley International School (Malang)**
  - **Bandung International School**
- **Team Numbers & Eligibility:**

The number of students per high school IISSAC team is limited by each event:

  - Basketball – 12 per team
  - Soccer – 12 per team
  - Swimming – 2 entries per event.
  - Cross Country (Invitational) – TBD annually by coaches
  - Badminton (Invitational) - 14 (7 girls and 7 boys)

**\*\*Based on this IISSAC rule we will only have 12 students on each basketball and soccer athletic team. If more than 12 players attempt to try out for any given team coaches will hold tryouts and make cuts to reduce the team to the maximum 12 students. Please note: coaches may**

decide to have less than 12 players on their team, but they may not have more than the 12 maximum.

In addition, coaches may elect to offer the position of Manager to any student they deem is responsible enough to handle the position. The manager will have a job description, given by the athletic director, and be expected to travel with the team and be present at all games and practices unless previously excused by the coach.

Students must be considered "half time" by their school (4 classes at BAIS).

- **ISSAC Events for 2016-2017:**
  - Oct. 17-19 IISSAC Soccer– Bandung Alliance Intercultural School
  - Feb. 27-Mar 1 IISSAC Basketball– Surabaya International School
  - Apr. 24-26 IISSAC Swim, X-Country Running & Badminton – Mountainview International School

#### **Battle of the Books Competition:**

TBD – Will be held during the October – November time frame

#### 250 BAIS Athletics/Activities Medical Protocol:

All BAIS students who participate in athletics and activities should have a permission form on file that includes necessary medical information as well as parent contact information in the event of an emergency. Should an emergency need arise the following is the BAIS protocol that we will follow:

- Regardless of the attendance of the parents the Activities' Coordinator will be the decision maker on all injuries or illnesses. The Activities' Coordinator will rely on medical personnel but may decide to pursue greater medical treatment if they deem necessary. As well, a parent in attendance may choose to seek greater medical care should they feel necessary but may never choose to not minimally comply with the Activities Coordinators decision for medical service.
- In the event a student requires medical attention away from the event location a coach or the Activities Coordinator will make available a car, driver and will accompany the student to the intended medical facility. If a parent is in attendance they may choose to accompany as a passenger in the vehicle if there is room or follow in their own vehicle.
- All medication will be dispensed by the Activities Coordinator and at their discretion or by the available medical personnel at the event. Should a student have an ongoing need for medicine while at an event the medicine and instructions should be given to the Activities Coordinator to dispense as needed. The only exception to this will be inhalers for students who require them throughout an event for asthma related issues.

## BAIS Athletics Department Awards

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Each year Bandung Alliance Intercultural School will host a sports banquet to honor both individual and team achievements of all sports throughout the school year.

### Team Awards

*(as chosen by the team's coaches)*

**MVP** – This award is given to the team's Most Valuable Player. The recipient of this award is key role player for the team and is often the player that provides leadership for the team on the field/court. They are also a significant factor in the team's success.

**MIP** – This award is given to the team's Most Improved Player, who exhibits a strong work ethic, team attitude and has improved significantly throughout the year.

**Ironman/Ironwoman** – This award is given to the player that consistently displays a competitive spirit that drives them to never quit. The recipient of this award exhibits a defense first mentality and inspires others around them through their hard work on the field/court.

**Christian Testimony Award** - This award is given to the player that consistently displays the same attitude of Jesus Christ on and off the court/field. The recipients are very positive and encouraging to their teammates during practices and games. The recipients always respond well to both winning and losing in a manner that is glorifying to God.

**Individual Awards** (as chosen by Athletics Department and School Administration)

### Overall Awards

*(voted on by all the team's coaches)*

**Male & Female Varsity Recognition** – This award is given to an athlete who has competed in a minimum of seven varsity seasons over the course of his/her athletic career at BAIS.

**Male & Female Athlete of the Year** – This athlete must be a clear leader on his/her team. This is the player that is able to rise to the challenge and plays best under pressure. This player exhibits excellent athletic ability and treats players and coaches with respect. Preference will be given to athletes who play two or more BAIS sports.

**Male & Female Academic Athlete of the Year** – This is the highest award given by the BAIS athletic program. This award is given to an athlete who has demonstrated excellence in both sports and academics. This candidate must be a leader on the field/court, an exceptional athlete and has proven their ability to balance all of those demands with academics and excel as a student. All eligible candidates must have played a key role on their team and also maintained a cumulative yearly GPA of 3.5 or higher. The GPA is taken from the current year's 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> quarter GPA. If there is a tie the 1<sup>st</sup> semester final exam, current 4<sup>th</sup> quarter grades, and work ethic of the student will be taken into consideration. Preference will be given to athletes who play in two or more BAIS sports.

**Eagle Legacy Award** – This award is given to a senior athlete who has excelled in the following four tenets:

- Academic Excellence: The candidate will have a GPA of 3.5 or higher and has chosen to take challenging coursework during their tenure at BAIS.
- Leadership: The candidate will have excelled in the area of leadership by taking on additional duties and responsibilities that benefit the student body.
- Athletics: The candidate will not just participate but excel in sports. They will have played enough sports in their time at BAIS to have lettered in athletics and should be considered a vital player to the success of the team.
- Christian Testimony: The candidate will be known by teachers, classmates and coaches as a student athlete who seeks God. The ideal candidate will be transparent in their walk, real with their friends and an example to other classmates in their own faith journey.

This award is NOT an annual award, but an award given when we have that rare student who excels in all areas and is able to balance their roles within each of these areas well. These student athletes will certainly leave a legacy for years to come to all who follow.

## Compliance Form



This signed form must be turned in to the Athletic Office in order to participate in BAIS sports and activities.

### Agreement and Statement of Compliance

This form must be signed and returned to the Activities' Director by the athlete for each sports' season. It must also be accompanied with the BAIS Activities' Participation Form.

I have read, understood, and agree to comply with the terms and conditions outlined in BAIS Activities Handbook.

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Student's Name

Students' Signature

Date

\*\*\*\* Office Use only

Received by the Activities' Director on: \_\_\_\_\_

## Service Form



\*\*Please complete the top portion of the form and turn into Mrs. Newell for approval BEFORE completing the event. After you receive approval you may then do the event for credit. If you do not receive prior approval I cannot guarantee that you will receive Eagle Living credit.

\*\*a total of 15 hours per semester that a student is enrolled at BAIS is required for graduation recognition.

<i>Student Name:</i>	
<i>Grade:</i>	
<i>Date of Service:</i>	
<i>Brief Description of Service:</i>	
<i>Approval of Service Coordinator:</i>	

### REFLECTION FORM

#### DESCRIPTION OF ACTIVITIES:

#### REFLECTION:

<b>Supervisor:</b>			
<b>Arrival Time:</b>		<b>Departure Time:</b>	
<b>Signature:</b>		<b>Total Time:</b>	

# IISSAC Participation Form



This form must be completed by the athlete's parent(s) for each sport's season.

## Participant's Information

Name: \_\_\_\_\_ Grade: \_\_\_\_\_

Student Cell: \_\_\_\_\_ Date of Birth: \_\_\_\_\_  Male  Female

Father's Name: \_\_\_\_\_ Cell: \_\_\_\_\_

Mother's Name: \_\_\_\_\_ Cell: \_\_\_\_\_

## Contact Information

Home Address: \_\_\_\_\_

Home Phone Number: \_\_\_\_\_ Office Phone Number: \_\_\_\_\_

Email(s): \_\_\_\_\_, \_\_\_\_\_

## Medical Information

Name of Family Doctor: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number(s): \_\_\_\_\_

In case of emergency when parents cannot be reached, contact:

Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Relationship: \_\_\_\_\_

Special Instructions (allergies, asthma, epilepsy medications, etc.)

\_\_\_\_\_  
\_\_\_\_\_

Has your child had a concussion in the past 12 months? If yes, when?

\_\_\_\_\_

## Permission Statement

I give my child permission to participate in the sport of \_\_\_\_\_. I also understand that there are inherent risks to my child participating in athletics and I do/will not hold Bandung Alliance Intercultural School responsible for any injuries that might occur during the season.

Acknowledged by,

\_\_\_\_\_

Parent's Signature

\_\_\_\_\_

Date



## P.E. Waiver Form



*For student athletes, BAIS will allow a semester of P.E. to be waived so they may pursue another elective class.*

*The rationale is our student athletes are already putting in a lot of time, exercise and energy into a sports team and they are able to waive one of the two semesters of required P.E. (however they must take one semester with the P.E. teacher during high school).*

### To waive a semester of P.E. the student must:

- Start and complete a high school varsity IISSAC sport and have the coach sign off on the form
- Each successful "season" will count as a ¼ of P.E. waived (maximum of two waivers allowed)
- Students will need to have two (2) P.E. waivers to get the semester P.E. waived.
- This is applicable to BAIS high school students only (no transfer or middle school waivers).

### Please fill out the following:

Name: \_\_\_\_\_

Grade: \_\_\_\_\_

IISSAC Sport: \_\_\_\_\_

Year: \_\_\_\_\_

### Please get the following signatures:

Student: \_\_\_\_\_

Parent: \_\_\_\_\_

Coach: \_\_\_\_\_

Athletic Director: \_\_\_\_\_

### Please turn in the completed form to the Admissions Counselor

\_\_\_\_\_  
Counselor

\_\_\_\_\_  
Date