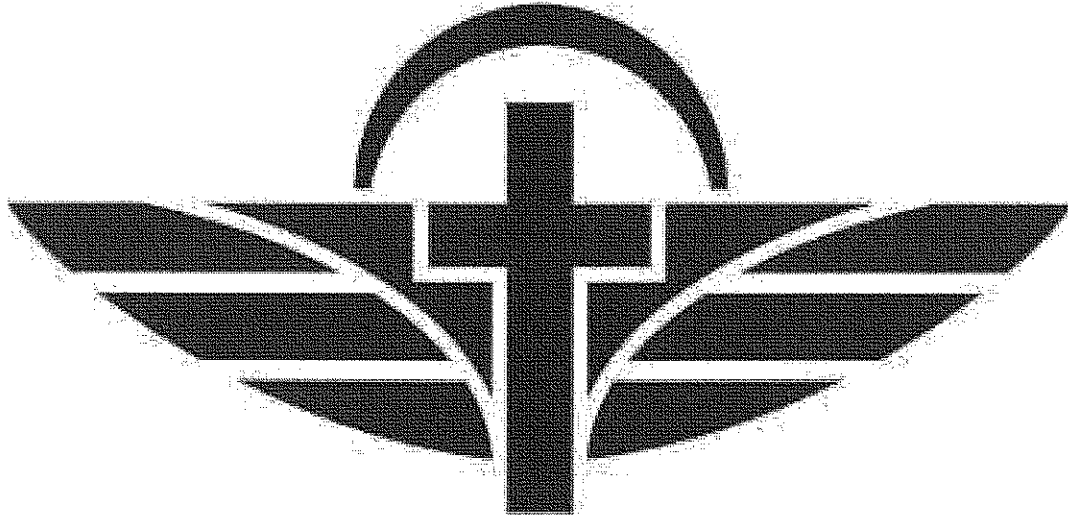


SAINT MARY OF THE WOODS SCHOOL
MIDDLE SCHOOL ANGELS



ATHLETICS HANDBOOK
2020-2021

Athletic Director:
Christina Rhodes
(270)-233-5405

Principal:
Emily Hernandez
(270)-233-5533

This document contains includes many required documents; athletes and parents should read the handbook in its entirety, discuss the material, and sign and return the acknowledgement / acceptance form included at the end. Athletes will not be eligible for practice or play until the athletic director receives the signed acknowledgement form.



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Handbook

The rules and policies contained herein are not intended to hinder an athlete in any way, but rather to make him/her more responsible to self and school. Participation in sports is a privilege and expectations of student-athletes are higher than traditional students. School administration reserves the right to amend this handbook with just cause. Coaches will be notified of any changes. It is the coaches' responsibility to inform student-athletes of any team-specific rules not covered in this handbook.

Mission Statement

The purpose of Saint Mary of the Woods School Athletics is to seek excellence by preparing our student-athletes physically, mentally, and emotionally while enhancing their educational and spiritual development. Through this holistic growth, our program will build lasting relationships, committing our student-athletes to use their individual talents for the benefit of their athletic team.

Academic Eligibility

Prior to any practice or competition, the student-athlete must be eligible at that time. KHSAA rules concerning transfer, age, academics and enrollment affect eligibility. Eligibility will be monitored by the athletic director and is responsible for communicating issues with respective coaches.

In addition to the required forms the following rules affect an athlete's eligibility:

1. **Weekly grade check:** Grades of athletes are checked Friday of each week. An athlete must be passing all subject to be eligible and must maintain a "C" average. If a student has a D in a class, he or she must improve that D or the teacher must acknowledge extra effort in improving that D, or the student becomes ineligible the following week. Student-athletes ineligible may not practice or play starting the subsequent week (Monday through Sunday period) and through the next opportunity to examine grade in this manner. The Athletic Office will notify the athlete and the coach.
2. **Grade Level:** To be eligible for athletic competition in the state of Kentucky, a student must be at his/her proper grade level. Students not at grade level on the first day of the school year are ineligible for the entire year. The student-athlete and coaches of their respected sport will be notified by the athletic director.
3. **Tuition Paid:** To be eligible for athletic competition, Saint Mary of the Woods student-athletes' tuition must be current (within two months); student-athletes whose tuition is more than two months delinquent will be deemed ineligible, and they will not be allowed to participate in practice or in competition. This is a KHSAA requirement.



Attendance

Students who are not in school at least half the day will not be permitted to participate in extracurricular activities after school. Student-athletes and/or parent/guardian may submit an appeal to the athletic director under these circumstances.

Below Grade 9 Athletes

Playing up by students below grade 9 is not allowed unless the high school coach requests specific permission of the high school and middle school principals and athletic directors. The principals, athletic directors, and coaches shall set the conditions under which students may play up. The parents of any student playing up shall be informed of the conditions and may then allow or not allow their son or daughter to play up.

The coaches of students playing up will work together to determine which team is priority for the student/athlete. For example, if a 7th grader at SMWS is playing middle school and varsity basketball, and a middle school and varsity game are scheduled on the same night, the coaches will determine which game is priority for the student-athlete.

Communication

Throughout the school year or competition seasons there may be questions or concerns that come about. The student-athlete and/or parent should first speak with the immediate coach or head coach first. If this communication does not satisfy these parties, the concerns should be referred to the athletic director. The chain of command is as follows: immediate coach → head coach → athletic director → principal.

24-Hour Rule: Parents/guardians must wait 24 hours after the conclusion of an athletic event to speak with a coach about an issue they would like to discuss.

Remember, in all communication, to maintain a respectful and Christian attitude toward one another.

Disciplinary Procedures

Participation in athletics does not excuse a student from serving any disciplinary consequences at school. If a student receives a demerit, he/she will not be eligible until the demerit is served.



Equipment & Inventory

Student-athletes are responsible for all equipment issued to them and are to pay for equipment damaged or lost due to negligence. The student-athlete will be put on probation if equipment is lost or damaged resulting in not receiving awards, recognition, or graduation ceremonies, if applicable. Coaches are to inform the athletic director of any equipment lost or damaged by student-athletes.

Fees

The Horn Center Athletic Fee is required of the following: Students in 5th – 8th grade who play SMWS softball, volleyball, basketball, baseball, or who cheer; students in 7th – 12th grade who play THS volleyball, basketball, baseball, or softball, who compete on the archery team, cheer, or wrestle. (Horn Center Fees are NOT required of students who compete solely in cross country, golf, in the Catholic Youth League, in the THS March volleyball league, or as a Little Raider.) Note: If a student plays multiple sports or plays for both the high school and grade school, the fee is only required once per year.

Program Rules:

1. Child / Children are not allowed to play in the sports program without health/hospital/major medical insurance.
2. Any damage to equipment and / or the building will be replaced or repaired at the parents' expense.
3. Parents are required to work gate and concession stand.
4. Checks should be made to the Horn Community Center.

Injury

Athletes must report all athletic injuries to their coach. If the injury requires medical attention, the coach is to refer the student-athlete to the appropriate physician. Once seen by a physician, the athlete must obtain the doctor's permission to return to activity and present the permission form to the coach.

Insurance

All student-athletes are required to have insurance coverage. This applies to all sports and sports activities.



Multi-Sport Participation

Student-athletes are prohibited from multi-sport participation, unless the head coaches from each sport have discussed and agreed upon the conditions set for that student-athlete's participation.

Prohibited Activity Days

There are specific days throughout the calendar year on which activities (practices / competitions) are prohibited:

- | | | |
|--------------------------------|--------------------------------|---------------------|
| 1. KHSAA Dead Period | 2. Ash Wednesday | 3. Holy Thursday |
| 4. Good Friday | 5. Holy Saturday | 6. Easter Sunday |
| 7. August 15 Assumption | 8. Nov. 1 All Saints Day | 9. Thanksgiving Day |
| 10. Dec. 8 Immac. Conc. | 11. Christmas Eve | 12. Christmas Day |
| 13. Solemnity of Mary (Jan. 1) | 14. During any church missions | |

Sunday: No student activities may be scheduled on Sundays unless the team has a competition on the following Monday. In the event that a team practices on Sunday, the coach must notify the athletic director, and the practice must be in the time window between 1:00 – and 4:00 (preferred, per Father Brian May 2020). Requests for exemptions to this rule must be made to the athletic director, who will consult with the principal and the priest who will consider allowing practice if a district or tournament game is scheduled for the following day. Teams traveling on Sunday must arrange to attend Mass while on the road.

School Cancellations: If school is cancelled due to inclement weather, conditions will be evaluated at 10 o'clock to determine a team's ability to practice and/or compete. Middle school teams will only be allowed to practice if weather allows AND if they have a diocesan tournament the next day. Any of these practices, if allowed, would have to run between noon and four o'clock, and students would not be required to attend. Their participation would be at the discretion and abilities of their parents. Coaches will be notified upon evaluation of weather conditions.

Required Forms

Every student-athlete must complete certain forms before being allowed to try out, practice, or play. The head coach shall submit a copy of her/his roster prior to the first official practice. The following completed forms must be submitted:

1. KHSAA Physical Form
2. Acknowledgement of the SMWS Athletic Handbook, which includes the SMWS Social Media Contract and the Owensboro Diocese Good Sportsman documents
3. Diocesan Activity Form A (Emergency and Medical Information)
4. Diocesan Activity Form C (Activity Information Form)
5. Diocesan Activity Form D (Code of Conduct Form)

(Forms A, C, & D are collected with registration documents.)



Coaches should have copies of the physical form and Form A for each player in their possession at all competitions /practices.

Social Media

The Department of Athletics does not prohibit student-athlete involvement with internet-based social networking communities. However, if parents or student-athletes choose to utilize social media they must abide by the rules set forth by the SMWS Social Media Contract, included in this handbook.

Student-Athlete Dress Code

Student-athletes are expected to present themselves in a professional manner at all times. This includes traveling to and from games, holiday/summer tournaments, and day-to-day activities. Student-athletes are expected to wear gear issued or requested by the coaches of their respective sports. All student-athletes are required to have a shirt on at all times.

Ten-Practice Rule

Any athlete who quits a sport after 10 scheduled practice days is ineligible to practice for any other sport until his/her original sport season is completed. Athletes wishing to drop a sport should immediately return any equipment issued to them. Student-athletes must be granted permission from the athletic director to begin participating in another sport before the previous sport's season is completed. If an athlete is cut from a sport this rule is nullified. If an athlete is dropped from a team for disciplinary reasons, he/she is ineligible until that original sport's season concludes.

SMWS Alcohol, Drug, & Tobacco Policy

Saint Mary of the Woods School believes that the use of any drugs which may alter behavior or state of mind, or may in any way interfere with one's normal consciousness, is both seriously dangerous to one's physical and mental health and counter-productive to a meaningful school/church community life and effective education.

In addition, Saint Mary of the Woods School respects the laws of the State of Kentucky and the United States. Thus, the use, possession, or sale of any illegal or unauthorized drugs (including alcohol) or drug-related paraphernalia on school campus or on a school-sponsored off-campus activity may result in immediate dismissal from Saint Mary of the Woods School. Any student-athlete (players, cheerleaders, etc.) involved in the sale or possession of alcohol and drugs during the school year may be immediately dismissed from the team or suffer severe punishment after consultation with the coach and the principal.



To avoid any misunderstanding, students are required to register all prescription drugs and all medications with the office immediately upon arrival at school. Office staff is authorized to hold all medications of students for dispensing during the school day.

Penalties

- a) The possession and/or use of Tobacco or Tobacco-Like products is prohibited at Saint Mary of the Woods School. Violations lead to serious consequences, which may include referrals and demerits, which must be worked off before practice or play can resume.
- b) First Offense (Alcohol/Drug)--Participating Season: Suspension for one third of the scheduled contests during the entirety of the season and probation for the remainder of the school year. The athlete may be required to attend practice during the suspension. The student-athlete must finish all service hours and/or other assignments prior to returning to practice/play.
- c) First Offense (Alcohol/Drug)--Non-participating Season: The student will be placed on probation for the remainder of the school year. The student-athlete must finish all service hours and/or other assignments prior to returning to practice/play.
- d) Second Offense (Alcohol/Drug)--: A second offense, whether during a participating season or non-participating season, will result in the exclusion of the student from all sports for the remainder of the school year.

Transportation

Student-athletes are to ride with their parents to and from contests. In any case (if a parent drives his / her own child or if a parent allows another adult to transport his/her child), Saint Mary of the Woods has no responsibility for the student-athlete and her/his safety to and from the event. The car holder's insurance is primary when driving personal vehicles.

Volunteer parent drivers (of any school bus equipment) must complete the Volunteer Driver Permission Form and give it to the athletic director.



The Profile of the Ideal Parent/Guardian

- Support your child and attend as many contests as possible.
- Avoid putting pressure on your child to start, score, or be the star of the team.
- Support the coaching staff at all times.
- Avoid speaking negatively about the coach in front of your child as it may create a major barrier in the child's hope for improvement in the sport.
- Serve as good role models for the students, athletes, and other fans.
- Contribute as members of the booster club and assist with fundraising and other special events put on by the Angel Athletics Department.
- Appreciate the educational opportunity that your child is receiving in our athletic program. This includes the enormous time and effort provided by the coach and his/her staff.
- Attend any pre-season parents' meeting and read the Saint Mary of the Woods School Athletic Handbook.
- Serve as beacons of good sportsmanship.
- Show respect to everyone involved in high school athletics, including coaches, athletes, fans, officials, and administrators.
- Follow the chain of command at Saint Mary of the Woods School when you have a concern: immediate coach » head coach » athletic director » principal.
- Express concerns and questions in a courteous and civil manner, and do it at the right time and in the proper setting.
- Abide by the 24-hour rules when it comes to addressing coaches with any concerns. Keep the conversations constructive and polite.
- Abide by all the policies, regulations, and procedures for our athletic program.
- Understand that the goals of the team and athletic program are more important than the hopes and dreams you have for your child.
- Avoid constant and chronic complaining.
- Remember that we are all on the same team, trying to work together to do what's best for our program and our student-athletes. We need to work as a team in order to succeed.



BETTER ATHLETES
BETTER PEOPLE



Student-Athlete Social Media Agreement



Social media can be a useful tool to communicate with teammates, fans, friends, coaches and more. Social media can also be dangerous if you are not careful. Every picture, link, quote, tweet, status, or post that you or your friends put online is forever part of your digital footprint. You never know when that will come back to hurt or help your reputation during the recruiting process, a new job, or other important areas of your life.

Recognizing the above:

I take responsibility for my online profile, including my posts and any photos, videos or other recordings posted by others in which I appear.

I will not degrade my opponents before, during, or after games.

I will post only positive things about my teammates, coaches, opponents and officials.

I will use social media to purposefully promote abilities, team, community, and social values.

I will consider "Is this the me I want you to see?" before I post anything online.

I will ignore any negative comments about me and will not retaliate.

If I see a teammate post something potentially negative online, I will have a conversation with that teammate. If I do not feel comfortable doing so, I will talk to the team captain, or a coach.

I am aware that I represent my sport(s), school, team, family and community at all times, and will do so in a positive manner.



Thanks to PCA's National Student Athlete Advisory Board for helping produce this agreement.

For more Resources, visit: www.PCAdEvZone.org
For more information on Positive Coaching Alliance, visit: www.PositiveCoach.org

Levels of Participation In Athletics

Instructional

A league in which all athletes should be taught and have the opportunity to learn the rules of a game and to learn and practice the skills of that game. In the instructional leagues, it is expected that all students receive quality playing time, according to their league rules. In-structional generally applies to K-4 athletics.

Transitional

A league in which all athletes continue to learn more about the game, have the opportunity to improve their skills, and begin to participate at a more competitive level. Fifth and sixth grade leagues are considered transitional. Minimum playing time requirements may apply, depending on local league rules.

Competitive

A level at which athletes are placed on teams according to skill levels for varsity and reserve. Athletes in this league should expect that stronger skilled athletes may get more playing time. Athletes should NOT expect more playing time based ONLY on skill level if effort, attitude, and sportsmanship are not also displayed on a consistent basis. Athletics for Grade 7 through high school are considered competitive.

The GOOD SPORTS Concept

It is our intention to state our expectations for behaviors and attitudes that should be displayed by all invested parties regarding appropriate Christian sportsmanship. We look forward to providing opportunities for appropriate athletic competition where students can learn athletic skills and life skills; where students, coaches, and parents/fans will appreciate the gifts and talents of others as well as the opportunities to compete, win or lose. Our Good Sports program allows each of us to model, practice, and learn respect, gratitude, and responsibility among many other core values, through Christian athletic competition.

We intend for our Good Sports program to complement the guidelines described in the **Diocese of Owensboro Handbook for Catholic Schools (policy #416)**.

Diocese of
Owensboro
Catholic
Schools

Good Sports

Mission Statement

The Mission of the Catholic Schools of the Diocese of Owensboro is to share in the Church's mission, to proclaim the message of Jesus Christ as lived out in the Catholic Church which creates a worshipping community of believers whose service is a witness of their Christian love.

Trinity High School

10510 Main Cross Street

Whitesville, Kentucky 42378

270-233-5533

2020 - 2021

Athletes' Expectations

Show respect

- Accept the call of the officials.
- Listen to the coach.
- Show courtesy to fellow athletes.
- Appreciate levels of abilities of all athletes.
- Care for equipment and space.
- Commit to participating in practice.
- Compete your best.
- Commit to school team.

Show gratitude and appreciation

- Show gratitude for each other's gifts and talents.
- Shake officials' hands.
- Thank coaches after practices and games.
- Thank parents for support, driving, helping.
- Congratulate other team and your own teammates.
- Show school spirit.

Show responsibility

- Show commitment to school team.
- Communicate with coach.
- Be on time.
- Take care of equipment.
- Make grades and behavior in and out of school a priority.
- Come prepared to cooperate and work hard.

Coaches' Expectations

Model and teach respect

- Appreciate levels of abilities of all team members.
- Show respect for other coaches.
- Teach leadership and teamwork.
- Emphasize helping others become better.
- Respect officials and their calls.
- Speak positively to and about your athletes and their school.
- Shake hands of officials and coaches, win or lose.
- Emphasize school spirit and community.

Model and teach gratitude and appreciation

- Begin and end practices and games with prayer.
- Appreciate efforts of all your athletes.
- Appreciate effort, investment, and support of parents and school.
- Appreciate the game and teach athletes to be grateful for their talents and opportunities.

Model and teach responsibility

- Follow through and hold students accountable for behavior.
- Be on time.
- Communicate with athletes and parents.
- Give all athletes opportunities to grow and improve.
- Be positive.
- Build self esteem in athletes.
- Be a positive Christian role model.
- Teach athletes to be gracious winners and losers.

Parents' & Fans' Expectations

Show respect

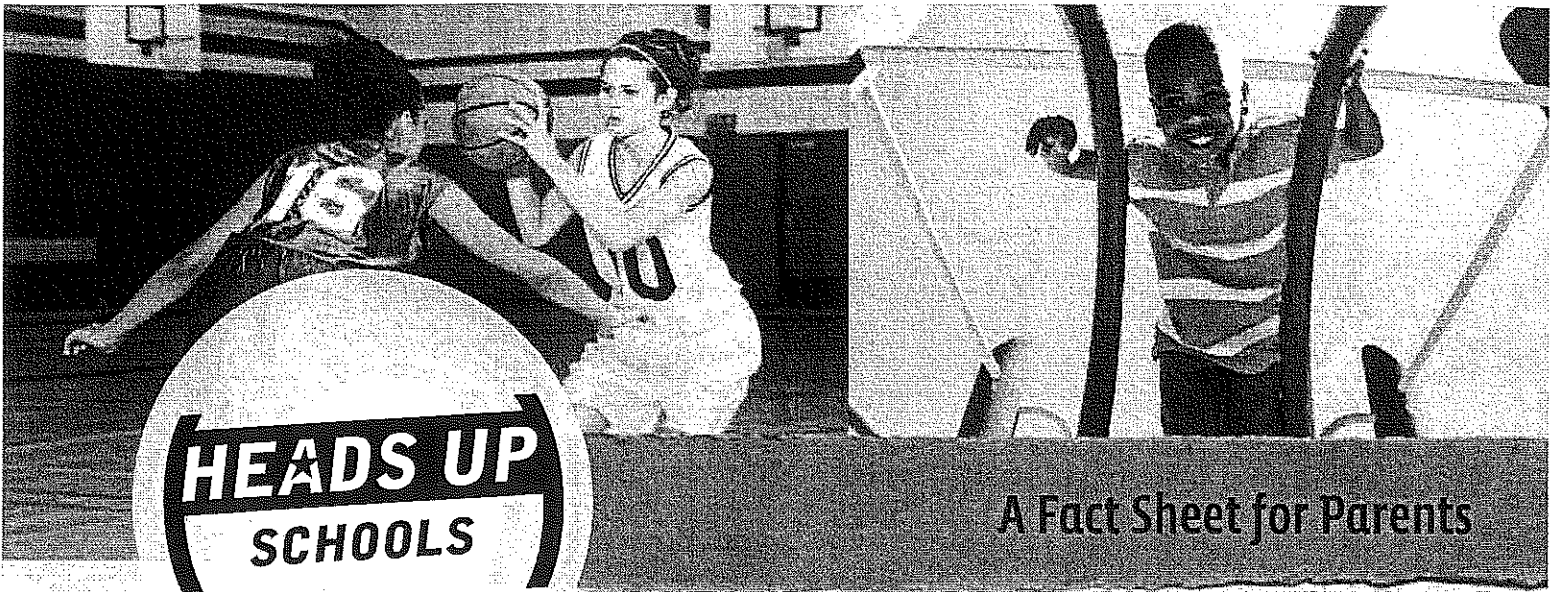
- Cheer for a team, not against a team.
- Celebrate talents and accomplishments of all athletes.
- Respect all athletes, coaches, officials, and other fans.
- Do not approach officials, your coach, other coaches or fans before, during, or after practice or competition with negativity.
- Speak in a positive way about your athlete, other athletes, coaches, officials, and your school.
- Keep all things in perspective.

Show gratitude and appreciation

- Appreciate the time and effort of volunteer coaches and officials.
- Appreciate efforts and talents of all the athletes.
- Be positive before, during, and after the game with your athlete and others.
- Appreciate the opportunities athletes have to participate.
- Be grateful for the support and investment of time, talent, and treasure of others and the school.
- Keep all things in perspective.

Show responsibility

- Communicate with and about athletes, coaches, and other parents/fans in a positive and appropriate way.
- Be on time.
- Encourage team over individuals.
- Do not leave siblings unsupervised.



What is a concussion?

A concussion is a type of brain injury that changes the way the brain normally works. A concussion is caused by a bump, blow, or jolt to the head. Concussions can also occur from a blow to the body that causes the head and brain to move rapidly back and forth. Even what seems to be a mild bump to the head can be serious.

Concussions can have a more serious effect on a young, developing brain and need to be addressed correctly.

What are the signs and symptoms of a concussion?

You can't see a concussion. Signs and symptoms of concussion can show up right after an injury or may not appear or be noticed until hours or days after the injury. It is important to watch for changes in how your child or teen is acting or feeling, if symptoms are getting worse, or if s/he just "doesn't feel right." Most concussions occur without loss of consciousness.

If your child or teen reports *one or more* of the symptoms of concussion listed below, or if you notice the symptoms yourself, seek medical attention right away. Children and teens are among those at greatest risk for concussion.

SIGNS AND SYMPTOMS OF A CONCUSSION

SIGNS OBSERVED BY PARENTS OR GUARDIANS

- Appears dazed or stunned
- Is confused about events
- Answers questions slowly
- Repeats questions
- Can't recall events *prior* to the hit, bump, or fall
- Can't recall events *after* the hit, bump, or fall
- Loses consciousness (even briefly)
- Shows behavior or personality changes
- Forgets class schedule or assignments

SYMPTOMS REPORTED BY YOUR CHILD OR TEEN

Thinking/Remembering:

- Difficulty thinking clearly
- Difficulty concentrating or remembering
- Feeling more slowed down
- Feeling sluggish, hazy, foggy, or groggy

Physical:

- Headache or "pressure" in head
- Nausea or vomiting
- Balance problems or dizziness
- Fatigue or feeling tired
- Blurry or double vision
- Sensitivity to light or noise
- Numbness or tingling
- Does not "feel right"

Emotional:

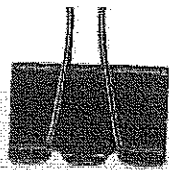
- Irritable
- Sad
- More emotional than usual
- Nervous

Sleep*:

- Drowsy,
- Sleeps *less* than usual
- Sleeps *more* than usual
- Has trouble falling asleep

**Only ask about sleep symptoms if the injury occurred on a prior day.*

To download this fact sheet in Spanish, please visit: www.cdc.gov/Concussion. Para obtener una copia electrónica de esta hoja de información en español, por favor visite: www.cdc.gov/Concussion.



DANGER SIGNS

Be alert for symptoms that worsen over time. Your child or teen should be seen in an emergency department right away if s/he has:

- One pupil (the black part in the middle of the eye) larger than the other
- Drowsiness or cannot be awakened
- A headache that gets worse and does not go away
- Weakness, numbness, or decreased coordination
- Repeated vomiting or nausea
- Slurred speech
- Convulsions or seizures
- Difficulty recognizing people or places
- Increasing confusion, restlessness, or agitation
- Unusual behavior
- Loss of consciousness (even a brief loss of consciousness should be taken seriously)



Children and teens with a concussion should **NEVER** return to sports or recreation activities on the same day the injury occurred. They should delay returning to their activities until a health care professional experienced in evaluating for concussion says they are symptom-free and it's OK to return to play. This means, until permitted, not returning to:

- Physical Education (PE) class,
- Sports practices or games, or
- Physical activity at recess.

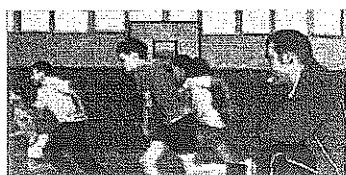
What should I do if my child or teen has a concussion?

1. **Seek medical attention right away.** A health care professional experienced in evaluating for concussion can determine how serious the concussion is and when it is safe for your child or teen to return to normal activities, including physical activity and school (concentration and learning activities).
2. **Help them take time to get better.** If your child or teen has a concussion, her or his brain needs time to heal. Your child or teen may need to limit activities while s/he is recovering from a concussion. Exercising or activities that involve a lot of concentration, such as studying, working on the computer, or playing video games may cause concussion symptoms (such as headache or tiredness) to reappear or get worse. After a concussion, physical and cognitive activities—such as concentration and learning—should be carefully managed and monitored by a health care professional.
3. **Together with your child or teen, learn more about concussions.** Talk about the potential long-term effects of concussion and the dangers of returning too soon to normal activities (especially physical activity and learning/concentration). For more information about concussion and free resources, visit: www.cdc.gov/Concussion.

How can I help my child return to school safely after a concussion?

Help your child or teen get needed support when returning to school after a concussion. Talk with your child's teachers, school nurse, coach, speech-language pathologist, or counselor about your child's concussion and symptoms. Your child may feel frustrated, sad, and even angry because s/he cannot return to recreation and sports right away, or cannot keep up with schoolwork. Your child may also feel isolated from peers and social networks. Talk often with your child about these issues and offer your support and encouragement. As your child's symptoms decrease, the extra help or support can be removed gradually. Children and teens who return to school after a concussion may need to:

- Take rest breaks as needed,
- Spend fewer hours at school,
- Be given more time to take tests or complete assignments,
- Receive help with schoolwork, and/or
- Reduce time spent reading, writing, or on the computer.



To learn more about concussion and to order materials **FREE-OF-CHARGE, go to: www.cdc.gov/Concussion or call 1.800.CDC.INFO.*



Student-Athlete / Parent/Guardian Consent

Student Name: _____ Grade (2020-21): _____

Parent / Guardian Name(s): _____

Telephone number(s) _____

I acknowledge receipt of this handbook for participation in the athletic programs of Saint Mary of the Woods School. I have read and understand all expectations expressed, including the social media form and Diocesan Good Sports form. I agree to abide by these rules and those of the Kentucky High School Athletic Association, in addition to any rules set forth by an individual sport or a member of the coaching staff.

Athlete signature: _____ Date _____

Parent signature: _____ Date _____

Parent signature: _____ Date _____

Horn Center Acknowledgement:

The above named individual has my / our permission to participate in the athletic program. I/We understand that no insurance is provided by the individual's school athletic department or any individual connected with the program. I/We agree to release from responsibility and liability and hold blameless Trinity High School / Saint Mary of the Woods School / The Horn Center / St. Mary Gym and / or any individual who is assisting in the sports program for any injuries or sicknesses resulting from participation in the sports program. By signing below, I/we hereby acknowledge and agree to the program rules and waiver clause.

Parent Signature _____ Date _____

If your child participates in 5th – 8th grade SMWS archery, softball, volleyball, basketball, or cheerleading, or 9th – 12th grade THS volleyball, basketball, baseball, softball, archery, tennis, cheerleading, or wrestling, please submit payment for the Horn Center Fee, at \$25 per athlete (\$75 max, per family, only once per school year).

Office Use Only:

Horn Center Fee \$25.00 Cash or check (#) _____ Date _____