



## School Responsibilities to the Membership

### PRIORITY #

1. All Coaches shall be appointed by the Athletic Director on the RIIL website, upload all required certificates prior to the season start date, and be “Verified” by the Athletic Director
  - a. [Rhode Island General Law \(RIGL\) 16-11.1](#):
    - i. Athletic Coaches (Requirement for CPR, First Aid, Pre-Season Lecture)
  - b. [RIGL 16-2-18.1](#): Criminal Records Review (Requirement for BCI Check for Coaches)
  - c. [RIGL 16-91.1](#): Sudden Cardiac Arrest Prevention (Requirement for Cardiac Arrest Training)
  - d. [RIGL 16-21.4](#): Performance-Enhancing Drug Prevention (Requirement for Communication)
  - e. [RIGL 16-91](#): School Programs Concussion Act (Requirement for Concussion Training)
  - f. [RIGL 40-11-3.3](#): Mandatory Reporting (Requirement for Mandatory Reporting of Abuse)
  - g. [NFHS Essential Legal Duties for Athletic Directors and Coaches](#)
2. Student-Athletes cleared for Eligibility
  - a. **Please note that Student-Athlete Eligibility is the most complicated issue within the RIIL.**
    - i. RIIL Member Schools voluntarily agree to universal residency, academic, and eligibility standards for student-athletes to ensure that every student is participating in our education-based athletic programs by the same set of rules.
    - ii. Students cannot participate in practices or contests before they are cleared by administration.
    - iii. The Checklist below is intended to guide administrators in determining athletic eligibility based on the most common situations and is not representative of every rule contained in the R&R.
    - iv. Please contact the RIIL Office with any question, no matter how small.
  - b. Determining Eligibility for Student-Athletes:
    - i. Member Schools should hold athletic sign-ups prior to each athletic season to provide athletic administrators ample time to determine eligibility.
      1. Fall Registration: Early June, Winter: Mid-October, & Spring: Early February
    - ii. Academic Eligibility (RIIL R&R Article 3, Section 4.B) (3-4.B):
      1. By RIIL Rules & Regulations All student-athletes must pass 60% of their courses in the previous marking period including every course a student is enrolled in. (3-4.A)
        - a. Incompletes that remain 2 (or 3) weeks after the end of a marking period are considered Failures for determining Athletic Eligibility. (3-4.B.2)
    - iii. School-based Eligibility:
      1. Athletes must be legally enrolled at the school for which they participate (3-1-F.1.a)

2. Athletes must reside at the same address as a legally recognized parent/guardian (3-6-D)
  3. Athletes must submit an RIIL Assumption of Risk Form prior to participation. (3-1.B)
    - a. Must be completed once during the student's career at a high school
    - b. Originals of the Assumption of Risk Forms must be kept on file at the school
  4. Athletes must submit the RIIL Concussion Form signed by the Parent and Student
    - a. [RIGL 16-91](#): School Programs Concussion Act (Parent Concussion Form)
  5. Athletes should have a pre-participation athletic physical within school/district/state guidelines and be cleared by the school nurse/doctor or other medical professional prior to participation. (1-2.C)
  6. All additional forms required by the school district must be completed and reviewed by administration prior to participation.
- iv. Athletes are Automatically **Ineligible** for athletics at an RIIL Member School If:
1. The student is **not** residing at the same address as a parent or legal guardian. (3-6-D)
    - a. More information and additional conversations are needed
    - b. Contact the RIIL Office immediately to determine eligibility
  2. The student's 19th birthday occurs prior to September 1<sup>st</sup>. (3-5-A)
    - a. For the current school year, the student's 19<sup>th</sup> birthday must be after September 1<sup>st</sup> to be eligible for athletics at an RIIL Member School.
  3. The student has already completed Eight Consecutive Semesters (four consecutive school years) in high school from their first date of enrollment in the 9<sup>th</sup> grade at ANY high school. (3-5-B)
- v. Unique Eligibility Scenarios
1. Schools should add a registration form or develop a process with Guidance to automatically notify the Athletic Department when a new student enrolls after the 9<sup>th</sup> grade to easily identify Transfers.
    - a. Intra-School Notification of Transfers (including bonafide moves) through:
      - i. Online Registration – add a section to identify transfers
      - ii. Paper Registration – add a required form to identify transfers
      - iii. Notification email from Guidance/Enrollment when a new student enrolls in any grade (9-12) after the school year begins
  2. Did the student Transfer from a different school within the last calendar year? (3-6)
    - a. If YES, complete the RIIL online Transfer Management System.
    - b. Completing the Transfer Management System is mandatory for every student enrolling in a school after the first day of their 9<sup>th</sup> grade with no exceptions (including students who move into your school district).
  3. Did the student enroll as an out-of-district CTE/Pathway Student after the 9<sup>th</sup> grade within the last calendar year? (3-6.B.5)
    - a. If YES, complete the RIIL online Transfer Management System.

4. Is the student a Foreign-Exchange Student? (3-7)
  - a. If YES, complete a RIIL Foreign Exchange Form.
5. Is the student Home-Schooled? (3-1.H)
  - a. If YES, the student must be listed as an enrolled student with district administration and written approval of the student's home school education plan must be provided to the Principal by district administration.
6. Is the student enrolled at an Alternative Member School? (3-2)
  - a. If YES, the receiving school must be provided with the following documentation from the Alternative Member School:
    - i. Alternative Member Student-Athlete Eligibility Form
    - ii. Completed Assumption of Risk Form
    - iii. Valid Physical Form
  - c. After all the above criteria have been met, the student can participate in their first day of practice and be added to the eligibility list.

### 3. Health & Safety

- a. Emergency Action Plan for all home facilities (2-2-F)
  - i. [RIGL 16-21.24](#): Safety of Students (Requirement for Emergency Action Plans)
- b. Location of AED's
  - i. [RIGL 16-21.33.1](#): AEDs (Requirement for Accessible AEDs)
- c. Medical Professional coverage at home games (2-2-G)
- d. Game Administrators/Supervisors assigned to home games (Article 2, Section 3-D.1)
- e. Competition areas and Sidelines/Dugouts/Team Areas clear of spectators/non-essential personnel

### 4. Schedules Confirmed

- a. School Annual Calendar – Important Dates
- b. Scheduling is a core essential duty; Athletic Departments must schedule on-time and correctly
  - i. Regular Season Schedule Confirmation Deadline
    1. Only weather-related postponements allowed after the deadline
  - ii. Deadline for adding a League Game
- c. Postponed games shall be rescheduled to the next day
  - i. Postponed contests shall be rescheduled to the next day available to the teams, facility, and officials' availability
- d. ALL Var./JV/Fr/MS Scores reported to the RIIL website within 24 hrs.
- e. Sport-specific reporting requirements:
  - i. Cross Country, Indoor T&F, Outdoor T&F entries through MileSplit
  - ii. Soccer (girls & boys) Yellow & Red Card reported on the RIIL website

- iii. Tennis (girls & boys) individual match reported to Universal Tennis
  - iv. Ice Hockey Penalty Minutes reported on the RIIL website
  - v. Wrestling Weight Management and Match Results reported to Track/Flo Wrestling
  - vi. Swimming Individual Times reported to SwimTopia
  - vii. Baseball/Softball Pitch Counts reported on the RIIL website
  - viii. Golf Entries & Results reported to iWannamaker
5. Comprehensive & consistent plan to promote the school's athletic teams to students enrolled in the school:
- a. Seasonal promotion & sign-up conducted by staff
  - b. No-cut policy when applicable
  - c. Roster of eligible student-athletes and approved/certified coaches posted on the RIIL website
  - d. Roster updated when students or coaches add/remove from a team
6. Seasonal Requests submitted prior to each deadline
- a. Co-op
  - b. Foreign Exchange
  - c. Individual Competition
  - d. Waivers