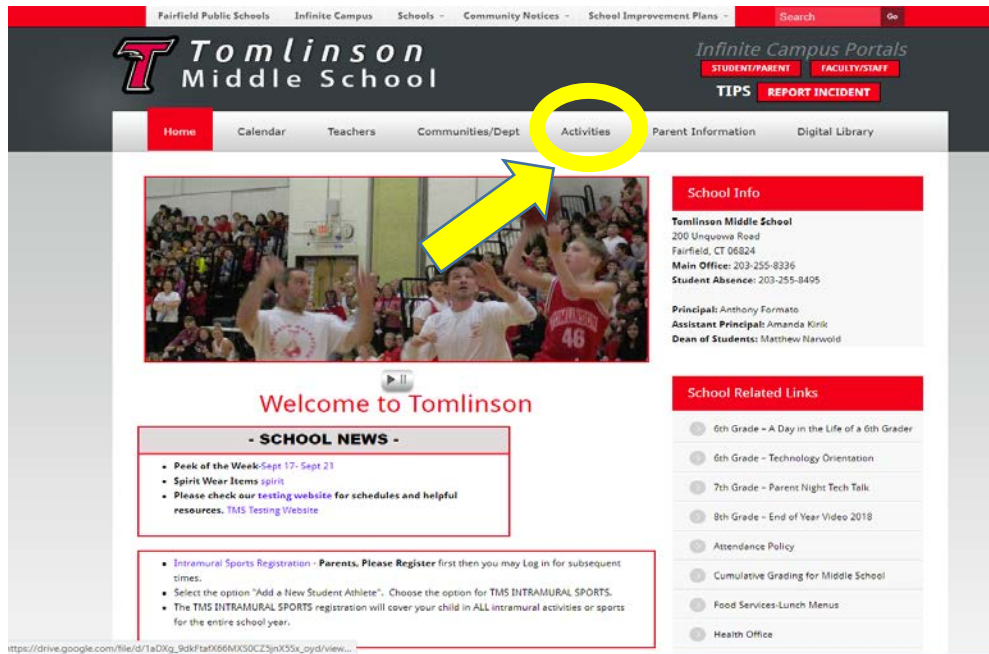


## Step By Step TMS Athletic Registration

1. Go to Tomlinson Middle School Homepage
  - a. <http://fairfieldschools.org/schools/tms/>
2. Click on the Activities Tab on the top of the page



3. Once on the Activities page click on the "TMS Sports Registration" hyperlink
  - a. <http://forms.fairfieldschools.org/athletics>

The screenshot shows the 'Activities' page on the Tomlinson Middle School website. The page is titled 'Register for 2018 Fall Activities' and includes a link to 'TMS Sports Registration - http://forms.fairfieldschools.org/athletics'. A yellow arrow points to this link. Below the registration information is a table listing activities and their assigned teachers.

Activity	Assigned Teacher
Boy's Basketball	Mr. Cunningham
Drama Club	Mr. Liu
Fall Cross Country	Mr. Astle
Girl's Basketball	Mr. Hanley
Spring Track	Ms. Wargo and Mr. Narwold

4. Once you have reached the Athletic Registration Website you have two options:
  - a. If you already have created an account log in using the same email you originally registered with (**IT MUST BE THE SAME EMAIL. YOU CAN NOT HAVE THE SAME STUDENT ON MULTIPLE ACCOUNTS**) and skip to step 9.
  - b. If you have not created an account, continue on with these instructions and click “Click here to register”



## ATHLETIC REGISTRATION

[Login](#) [Register](#)

Already Registered? Login Below

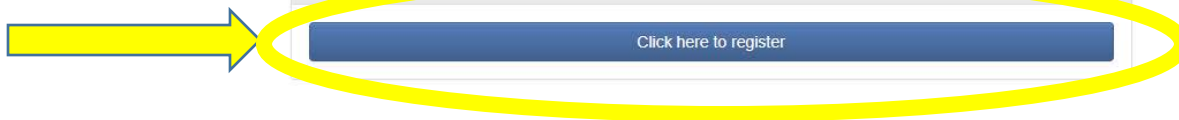
E-Mail Address

Password

Remember Me

[Forgot Your Password?](#)

Need to create an account?



5. Guardian/Parent should fill out next page with your information (not your student athlete’s information yet) and click “Register an account”



## ATHLETIC REGISTRATION

Register an account

**NOTE:** Only parents and/or legal guardians can enter information for this program.

Full Name \*

Phone Number \*   
Note: Will be used as your primary emergency contact number

E-Mail Address \*

Address \*

Address 2

City \*

Zip Code \*

Alt Emergency Contact \*

Alt Emergency Contact Phone Number \*

Password

Confirm Password

[Already a user ? Login Here](#)

6. The next step is to “Add a Student”



## ATHLETIC REGISTRATION

Sports Students Guardians TMS Test Student

Note: You must have Student Athletes registered to signup for a sport


**Signup Steps:**

**Step 1:** Add your Student Athlete

**Step 2:** Choose the sport & your Student Athlete that you would like to signup for

**Step 3:** Follow the prompts, watch the concussion video and agree to the terms

**Step 4:** Enjoy the Season!

 **Add a new Student Athlete**

**Quick Links**

- Add a new Student Athlete**
- Add a new Guardian**
- Signup for Sports**
- View your Signups**

7. Fill out the information requested and click “Create a new Student” \*\*SEE STEP 8 as a Sample\*\*



## ATHLETIC REGISTRATION

Sports Students Guardians TMS Test Student

**Create a New Student Athlete**

**First Name**

**Last Name**

**Student ID**

**School Attending**

**Birthdate**

**Address**

**Address 2**

**City**

**Zip**

**Phone**

**Email**

Is this student covered under any health/accident insurance or prepayable plan?

**Name of Insurance Company**

**Full Address of Insurance Company**

**Create new Student**



8. **\*\*SAMPLE\*\***



Create a New Student Athlete

First Name	TMS
Last Name	Thunderbird
Student ID	1234
School Attending	Tomlinson Middle School
Birthdate	02/23/1988
Address	200 Unquowa Road
Address 2	Optional: Suite 100, Apt 250, etc
City	Fairfield
Zip	06824
Phone	203-255-8337
Email	TMSThunder@Gmail.com
Is this student covered under any health/accident insurance or prepayable plan?	<input checked="" type="checkbox"/>
Name of Insurance Company	Husky
Full Address of Insurance Company	123 Fake Address, Fake Town, Fake State, 12345

Create new Student

9. Now when you successfully log in you will see your child (ren)'s name. You are not done at this point. Now you need to sign up for a specific sport or activity. You do this by clicking on "Sign up for Sport" on right hand side of screen.



List of My Student Athletes

TMS Thunderbird (Student ID: 1234) (Age : 30) (TMS) [Edit Student](#)

My Students "Name"

Quick Links

- Add a new Student Athlete
- Add a new Guardian
- Sign up for Sports**
- View your Signups

10. The next screen will allow you to select your student and the school they attend. Click the school button.

The screenshot shows the 'ATHLETIC REGISTRATION' interface. At the top left is a school logo. The main heading is 'ATHLETIC REGISTRATION'. On the right, there are navigation links for 'Sports', 'Students', 'Guardians', and 'TMS Test St'. The main content area is titled 'Choose the school your Student Athlete is Attending'. It features a card for 'TMS Thunderbird (Student ID: 1234)' with a blue 'TMS' button highlighted by a yellow circle and a yellow arrow pointing to it. Below this is a section 'Choose from the list of all schools' with a note: 'Note: Meant for Student Athletes transitioning from Middle to High School, or moving within the District'. This section lists 'High Schools' (Fairfield Ludlowe (FLHS), Fairfield Warde (FWHS)) and 'Middle Schools' (Fairfield Woods (FWMS), Roger Ludlowe (RLMS), Tomlinson (TMS)). On the right side, there is a 'Quick Links' panel with buttons for 'Add a new Student Athlete', 'Add a new Guardian', 'Signup for Sports', and 'View your Signups'.

11. The next page will display all the options for current registration. Registration occurs by season. (For example you can not register for Basketball in early Fall, since that is a winter sport). Select the sport or activity you wish to register that student for.

The screenshot shows the 'ATHLETIC REGISTRATION' interface. At the top left is a school logo. The main heading is 'ATHLETIC REGISTRATION'. On the right, there are navigation links for 'Sports', 'Students', 'Guardians', and 'TMS Test Student'. The main content area has a green header with tabs for 'All Seasons', 'Fall', 'Winter', and 'Spring'. Below this, there are two rows of sport options. The first row is '(TMS) TMS Intramural Sports (All Year 2018-19)' with a 'Learn More' button and a 'Signup TMS' button. The second row is '(TMS) TMS Cross Country (Fall 2018-19)' with a 'Learn More' button and a 'Signup TMS' button. Yellow arrows point to the 'Signup TMS' buttons in both rows. On the right side, there is a 'Quick Links' panel with buttons for 'Add a new Student Athlete', 'Add a new Guardian', 'Signup for Sports', and 'View your Signups'.

12. On the next screen after selecting the sport, you will be prompted to watch a concussion video with your student athlete. After completion of the video, check the boxes and hit “Next”



Signup TMS Thunderbird for Fall TMS Cross Country (2018-19) @ TMS

All of the below must be viewed with both the Student Athletic and the Parent Guardian

Concussion Video

Connecticut Concussion Task Force Video

I (the parent) have viewed the concussion video with my student athlete

I (the student athlete) have viewed the concussion video

Next

13. Next Read through the “Concussion Education Plan & Consent Form” and then again check off the boxes and click “Next”

2. Light aerobic exercise	Walking, swimming or stationary cycling maintaining intensity <70% of maximal exertion; no resistance training	Increase Heart Rate
3. Sport specific exercise No contact	Skating drills in ice hockey, running drills in soccer; no head impact activities	Add Movement
4. Non-contact sport drills	Progression to more complex training drills, ie. passing drills in football and ice hockey; may start progressive resistance training	Exercise, coordination and cognitive load
5. Full contact sport drills	Following final medical clearance, participate in normal training activities	Restore confidence and assess functional skills by coaching staff
6. Full activity	No restrictions	Return to full athletic participation

If at any time signs or symptoms should worsen during the RTP progression the athlete should stop activity that day. If the athlete's symptoms are gone the next day, she/he may resume the RTP progression at the last step completed in which no symptoms were present. If symptoms return and don't resolve, the athlete should be referred back to her/his medical provider.

I have read and understand this document the “Student and Parent Concussion Informed Consent Form” and understand the severities associated with concussions and the need for immediate treatment of such injuries.

I (the Guardian) have reviewed and agree to the terms on the Concussion Education Plan & Consent Form

I (the Student) have reviewed and agree to the terms on the Concussion Education Plan & Consent Form

Next

14. Read through and check off the box at the end of the “Sudden Cardiac arrest Plan and Consent Form”, then click “Next”

WHAT ARE THE RISKS OF PRACTICING OR PLAYING AFTER EXPERIENCING THESE SYMPTOMS?

There are risks associated with continuing to practice or play after experiencing these symptoms. When the heart stops, so does the blood that flows to the brain and other vital organs. Death or permanent brain damage can occur in just a few minutes. Most people who experience SCA die from it.

REMOVAL FROM PLAY

Any student-athlete who shows signs or symptoms of SCA must be removed from athletic activity and referred to a licensed health care professional trained specifically in the treatment of cardiac care. The symptoms can happen before, during or after activity.

RETURN TO PLAY

Before returning to play, the athlete must be evaluated. Clearance to return to play must be in writing. The evaluation must be performed and written clearance be provided by a licensed medical provider.

*To summarize:*

- SCA is, by definition, sudden and unexpected.
- SCA can happen in individuals who appear healthy and have no known heart disease.
- Most people who have SCA die from it, usually within minutes.
- Rapid treatment of SCA with a defibrillator can be lifesaving.
- Training in recognition of signs of cardiac arrest and SCA, and the availability of AEDs and personnel who possess the skills to use one, may save the life of someone who has had an SCA.

(National Heart, Lung, and Blood Institute)

I have read and understand this document the “Student & Parent Informed Consent Form” and understand the severities associated with sudden cardiac arrest and the need for immediate treatment of any suspected condition

I (the Guardian) have reviewed and understand the severities associated with sudden cardiac arrest and the need for immediate treatment of any suspected condition.

Next

15. Next Read through and Check off Parent Permission Form then click “Next”



Signup TMS Thunderbird for Fall TMS Cross Country (2018-19) @ TMS

All of the below must be viewed with both the Student Athletic and the Parent Guardian:

- Concussion Video >
- Concussion Education Plan & Consent Form >
- Health Assessment Record >
- Sudden Cardiac arrest Plan and Consent Form >
- Parent Permission Form v

I give permission for my child to participate in high school athletics realizing that such activity involves the potential for injury which is inherit in all sports. I acknowledge that even with the best coaching, use of appropriate equipment and strict observance of rules, injuries are still a possibility. On rare occasions, these injuries can be so severe as to result in total disability or even death. I acknowledge that I have read and understand this warning.

I (the Guardian) have reviewed and agree to the terms on the Parent Permission Form

Next

- Athletic Code >
- References & Resources >

Signup for Sport

## 16. Next Read and Check off Athletic Code and Click “Finish Signup”

**Athletic Code**

Our athletes have a responsibility to provide a positive image on the fields and courts, in the classroom, and in our community. Our athletes are expected to conduct themselves in accordance with this code. All athletes must sign this code prior to participation. The athletic code is a twenty-four hour rule and extends beyond the school day.

On the playing fields or lockerroom area: Fair play is expected at all times. No athlete will use profanity. An athlete will respect teammates, opponents, officials and spectators. Athletes shall conform to the behavioral norms of the school and act in a responsible manner with regards to the rules and regulations established in the Fairfield Warde Student Handbook. Consequences will be exercised when needed.

In the classroom: A good athlete is also a good student and one who complies with all school rules and regulations. This means good attendance, participation, effort and behavior. An athlete must attend and partake in physical education classes. If a player is not prepared and does not partake on game day, that player will not be allowed to participate in that day's contest. An athlete cannot participate in practices or contest on days when s/he has not attended school. The use of illegal substance: An athlete shall not use or have in possession any illegal substances (narcotics and alcohol). This is a twenty-four hour rule and extends beyond the school day. Failure to comply with this code will result in the following consequences:

- First offense – A two-week suspension from practices and games (excluding vacations where the team does not practice or play). The student-athlete will be required to meet with the high school substance abuse coordinator prior to rejoining the team. Upon completion of the suspension, the athlete may apply for reinstatement through a reentry interview with the Athletic Director and coach.
- Second offense - A second offense will result in removal of the student-athlete from the team for the remainder of the season.
- Third offense – A third offense will result in removal of the student-athlete from all sports teams for the entire school year.

The use of tobacco products: An athlete shall not use or have in possession any tobacco products. This is a twenty-four hour rule and extends beyond the school day. Failure to comply with this code will result in a one-week suspension from practices and games (excluding vacations where the team does not practice or play).

Athletes failing to conform to meet the requirements of the contents of this Code of Conduct shall face disciplinary action.

If an athlete becomes involved in an incident so as to bring adverse publicity to the athletic program, or if the athlete is engaged in conduct that may be considered harmful to him/her self, the team or school, the athlete may be suspended from their sport.

I (the Guardian) have read the Athletic Code for Athletes and agree to adhere to it while participating in athletics

I (the Student) have read the Athletic Code for Athletes and agree to adhere to it while participating in athletics

**Finish Signup**

References & Resources

**Signup for Sport**

## 17. Finally, click “Sign up for Sport”

**ATHLETIC REGISTRATION**

Sports Students Guardians

Signup TMS Thunderbird for Fall TMS Cross Country (2018-19) @ TMS

All of the below must be viewed with both the Student Athletic and the Parent Guardian

- Concussion Video
- Concussion Education Plan & Consent Form
- Health Assessment Record
- Sudden Cardiac arrest Plan and Consent Form**
- Parent Permission Form
- Athletic Code
- References & Resources

**Signup for Sport**

## 18. YOU ARE DONE!!