

GARFIELDHIGH SCHOOL

ATHLETIC DEPARTMENT

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School Sport Participation Procedures

Grades 6-12

Dear Parents,

Please complete the following steps for your child/children to participate in school sports:

Parent Portal Access

- www.gboe.org
- Click on "Parent" tab (top of page)
- Click on "Parent Portal" tab (on the left)
- Sign-In with your information

Step 1: Parental Consent and Documentation

- This area will consist of all the documents parents will have to read and agree to
- Sign-in to parent portal
- Click "Sign-Ups"
- School year will show on the top right, make sure you are signing up for the correct school year
- To change the school year: click on the year, then choose the correct school year from the drop box and click "change the year"
- Click "Sign-ups" on the left
- Top left corner will show the sport name, scroll down until you find the sport you want to sign up for
- Under the correct sport, Click "View Documents" and click "I Accept" for each one
- Red Icon next to document: not complete
- Green Icon next to document: complete (please make sure you refresh the page)
- Will not be able to move on to "sign-ups" until all documents have a green Icon
- Must be done once a school year

Step 2: Sign-Ups (Sport Specific)

- This area will allow the student to "sign-up" for a sport
- Sign into Parent portal
- Make sure you are under the right sport and all the documents are viewed (green)
- Click Sign-up (top right corner)
- Must be done for every sport (every season)

Step 3: Sport Physical

- Print the Sport Physical packet from www.gboe.org (Departments >Athletics tab>Athletic Forms)
- Parent must complete and sign the "History Form" page of the packet
- Bring the entire packet (with completed History Form page) to the physician.
- Physician will complete the "Physical Form" page and return the packet to you
- Scan and email the completed sport physical packet to cmartone@gboe.org
- Return the Sport Physical Packet to school nurse

Physicals completed on other forms will NOT be accepted