

## WEST WINDSOR –PLAINSBORO ATHLETIC REGISTRATION

### Frequently Asked Questions

- 1. How do I register my child for athletic participation?** Registration is a two part process. Part 1 involves registering your child on Genesis for a specific team at their school. This must occur EACH season your child wants to participate. Please be sure to SUBMIT your form at the end of the registration process. Part 2 is making sure that your child has a current Physical Form completed and on file in the health office. A Physical Form is considered valid for 365 days from the date the physical exam is completed.
- 2. How do I know if my child has a current Physical Form on file in the health office?** The date of the most recent Physical Form currently on file in the nurse's office can be found on the Athletic Registration Form in the [Genesis Parent Portal](#).
- 3. My child had a sports physical over the summer, but it is on the camp form. Is that okay?** No. All sports forms must be submitted on the most recent edition of the New Jersey Department of Education Annual Athletics Pre Participation Form. This is a NJ state law. Forms can be found on the Genesis Forms tab when you start registration for a sport; or can be found on the district website under Departments>Athletics>Athletic Health Forms.
- 4. How do I know ahead of time what the sports schedule is and when upcoming due dates are?** All information is posted on the WWP Athletics webpages. Registration reminders are sent to all Genesis users, posted in the weekly School and PTSA newsletters and communicated to the athletes by the coaches and the daily announcements at each school. We also post on Twitter weekly (@wwp\_athletics) as another avenue to ensure all members of the community are aware of our deadlines, which are strictly enforced.
- 5. Why is the deadline to register on Genesis so important?** The deadline is critical because we process approximately 1,200 student athletes each season, and have to do it in a relatively short time. We must review all of the registrations and to make sure that all NJSIAA clearances (age, semesters, grades, credits, transfers, etc.) are met for every high school athlete. At both the middle and high school levels we must also determine which sports have enough interest to run, and ensure proper staffing and scheduling for those programs.
- 6. Why is the deadline to turn in forms so important?** The process to add an athlete to an athletic roster is a lengthy and time consuming one. The district physician must review and approve each new physical, from both middle schools and high schools, individually. The district physician guarantees that every Physical Form handed in by the deadline will be reviewed prior to the start of the season, IF the deadline is met. **However, there is a very strong possibility that Physical Forms handed in AFTER the deadline may not be cleared for the first practice or tryout, due to the logistics involved and/or the district physician's schedule.**

**7. If my child is scheduled for a physical after the deadline, what should I do?** If your child has an annual physical after the deadline you may have to have your child's annual physical date reset to accommodate school athletics deadlines and ensure clearance for the first day of practice or try outs. Some insurance companies will only pay for one physical each year, but you could contact them to see if they will work with you to reset the time table. Another option, to help you reset the date of your annual physical, is to get a one-time physical at a walk-in clinic and pay out of pocket for that exam and the completion of the required paperwork. You would then submit the Physical Form via the link provided in the reminder emails prior to the deadline. We recommend that you then schedule a visit to your child's doctor after the start of the sports season for their annual physical which would automatically reset the annual physical date to accommodate sports season deadlines. You should then submit that paperwork via the link in the reminder emails during the next sports registration period.

**8. Who should the forms be given to?** All Physical Forms should be uploaded using the Physical Form registration link provided. All forms must be completed in their entirety and must be signed, dated and stamped where indicated prior to processing by our nurse. Please review the directions for each form carefully prior to completion. Incomplete packets will be returned to the athlete until all missing or incomplete items are completed.

**9. How will I know if my child has been cleared for participation?** You will receive an email when your child has been APPROVED for participation by the nurses. Athletes are only approved after the district physician has reviewed their forms and returned them to our nurses to process. This can take 7-10 days, so please be patient. Coaches also receive a daily list of registered and APPROVED athletes, so your child can also check with them to see if they are approved for participation on the first day of practice.