## **NEW! Parent/Student Athlete Online Registration**

Dear Parent/ Guardian,

The Athletic Department at Highland High School now hosts their Pre-Participation Athletic Forms online with BigTeams. This digital platform will allow you, and your student(s), to complete and access athletic forms via computer, tablet, or mobile phone. It is HIPAA, COPPA and FERPA compliant. A link to the privacy policy is located at the bottom of the Sign in page at www.planeths.com..

## IMPORTANT! BOTH STUDENT ATHLETE & PARENT NEED THEIR OWN ACCOUNT IN ORDER TO LINK AND COMPLETE FORMS! PARENTS CAN CREATE THE STUDENT ACCOUNT FOR THEM.

<b>1.</b> Go to www.planeths.com click on	♣ Sign Up to Create New Account
WWW.planeths.com chek on	

- **2.** Complete the 4 step account creation process: Select parent/guardian, Input school name, Input personal parent/guardian information, Input Username (Email) and Password
- **3.** Click on in My Profile along the left side. Then click "+Link Student Account".
- **4.** Search for your student to ensure they don't already have an account created.
- **5.** If you do not find an account for your student, click the hyperlink for "If your student does NOT have and account OR is not yet 13 years old, click **HERE**" and complete the 5 steps for creating the student account. (Student account password will be set to the same as the parent/guardian account password unless changed from the student account directly.)
- **6.** You should be prompted to fill out the forms next. If not, click Athletic Forms at the left side of the page.
- **7.** Click on each form to view it, fill it out, or sign and submit it. Watch for the red and green words to tell you what still needs to be done.
- 8. Medical History Forms need to be printed, filled out and signed by a parent and then uploaded for admin approval. Physical examination forms should be printed, filled out and signed by your physician and then uploaded by you for admin approval. If you should already have a current

physical on file, please contact the main office to have it recorded.

Medical History Form OR Interim Questionnaire Incomplete
Physical Examination Form Incomplete
Accident Insurance Incomplete
Athletic Pre-Participation Registration Complete
Code of Conduct Awaiting Parent Signature
Coach Communication Agreement Incomplete
Assumption of Risk Incomplete
Concussion Awareness Agreement Incomplete
If you should already have a current

and then on

Forms

- **9.** Concussion forms must be clicked on and reviewed before being initialed and signed.
- **10.** When all forms have been signed by both parent and student, and admin has approved your medical history and physical examination, you should see all **Complete**.