

ADMINISTRATIVE PROCEDURE

SAN DIEGO UNIFIED SCHOOL DISTRICT

NO: 6316

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CATEGORY: **Students, Welfare**

EFFECTIVE: **1-27-64**

SUBJECT: **Athletic Event Insurance**

REVISED: **6-10-04**

A. PURPOSE AND SCOPE

1. To define administrative procedures governing insurance coverage of students while performing duties in connection with athletic teams or events, while being transported to or from such events, and while participating in or practicing for such events.
2. **Related Procedure:**
Athletic insurance 6315

B. LEGAL AND POLICY BASIS

1. **Reference:** Board policy: F-2350, H-7100; Education Code Sections 32220-32222, 32224.

C. GENERAL

1. **Originating Office.** Suggestions or questions concerning this procedure should be directed to the Risk Management Department, Business Operations Division, Office of School Site Support.
2. **Definitions** (for purposes of this procedure)
 - a. **Nonathlete students:** Members of school bands or orchestras, cheer leaders and their assistants, team managers and their assistants, and any student selected by the school or a student body organization thereof to assist directly in conduct of the event.
 - b. **Participating athletes:** Members of any extramural athletic team engaged in athletic events sponsored or arranged by the school or a student body organization thereof.
3. **District Coverage.** Annual policy coverage is available for San Diego Unified School District students in grades 7-12.
4. **Student Coverage**
 - a. **Nonathlete students** are covered by this policy (1) while performing duties in connection with athletic teams or events, (2) while being transported to or from such events, and (3) while participating in or practicing for such events.

- b. **Participating athletes** are covered by this policy *only* while being transported to or from the event. Insurance coverage for athletes participating in interscholastic games or regular practice is covered in Procedure 6315.
5. **Kind of Coverage.** Accidental injury (medical and hospital expenses): \$1,500

D. IMPLEMENTATION

1. **Principal**

- a. Upon occurrence of accident, completes accident report (F.1.) and gives claim form to parent/guardian for completion.
 - b. Sends completed claim form to insurance company and sends verification of accident to the Risk Management Department.
2. **Insurance company** processes claim; mails draft in accordance with assignment on claim form.

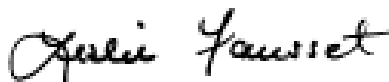
E. FORMS AND AUXILIARY REFERENCES

1. Additional insurance claim forms, available from the Risk Management Department

F. REPORTS AND RECORDS

1. Accident report (upon occurrence of accident), completed by school and mailed to the Risk Management Department.

G. APPROVED BY



Chief of Staff, Leslie Fausset
For the Superintendent of Public Education