



The Tamaqua Area School District is transitioned to a new platform “Student Central” on Big Teams for athletic registrations. New student-athletes in grades 7-12 as well as a parent need to register for sports by completing all required athletic forms. The only papers you will need to take to sports physicals or to the doctor is page **5 & 6 of the PIAA form.** **After physical is complete take home and upload section 5 and 6 to your student central account. DO NOT LEAVE THEM AT PHYSICALS.** Section 6 must be dated from May 1<sup>st</sup> or later. Anything before May 1<sup>st</sup> will not be accepted.

### Why Student Central?

- Reduces time, cost and workload
  - Fully digital online eliminates paper, copying and filing
  - Cuts review time
  - Eliminates phone calls and emails back and forth
- Improve data accuracy
  - System helps reduce input mistakes
  - One stop shop for all requested information
  - System includes a 10- year data archive
- Flexible platform
  - Students & parents can complete forms online and upload doctors clearance files
  - Athletic administrators receive daily emails about pending forms needing approval
- Protect student information
  - System is HIPPA & FERPA compliant
- Comprehensive solution
  - Forms can be translated into over 80 languages
- Improve user experience
  - Responsive on all browser- capable devices
  - Simplifies the registration process for students, parents and staff
  - Helps users provide the needed information

<https://studentcentral.bigteams.com/index.php?keyword=about>



## “BigTeams Student Central” Creating a **Parent Account** – **Create Your Student Central Account Help Guide**

1. Go to <https://studentcentral.bigteams.com/>
2. Click **Sign Up to Create New Account** and complete the four step account creation
  - Who is this account for? **Select Parent/Guardian**
  - What School are you registering for? **TAMAQUA AREA HIGH SCHOOL**
  - Input your Personal Information for your Parent/Guardian account ◦ Input Username (Email) and Password
3. From the Linked Accounts page in **My Profile**, click **" + Link Student Account"**
4. Search for your Student by name and DOB to see if they have already created an account. **(If they are not able to be found, follow step 5.)**
  - NOTE: Check out the Self Help menu for “Account Linking Guide”
5. If your student does not have an account, click the hyperlink for "If your student does NOT have an account OR is not yet 13 years old, click HERE" and complete the five steps for creating the student account **(When creating a student’s account, make their Username(email) their school issued email NOT your duplicated parent Username/email)**
6. Once created, be sure to input your **EMERGENCY CONTACT** information (Left Navigation under My Profile), and then complete the form requirements by clicking **FORMS** and then **ATHLETIC FORMS**
7. After signing the forms as a Parent, navigate back to My Profile followed by Linked Accounts, and have your student(s) use the Sign In As button to complete any “Awaiting Athlete Signature” requirements
  - NOTE: Check out the Self Help menu for “(Returning) Student/Parent “Sign In As” Feature” help guide
8. Once your forms are approved, a notification will be sent to your listed email address and/or mobile number. Notification settings can be adjusted by going to **My Profile** followed by **Notifications**



## Big Teams 'Student Central' Student Athlete Instructions

1. Go to <https://studentcentral.bigteams.com/>
2. Enter the student's school e-mail address and **bigteams** for password. Click **SIGN IN**.
3. The student will then be prompted to create a new password upon signing in.
4. Once the student accesses their account, make sure you enter the school as Tamaqua Area School District, you must then link the student account to a parent/guardian account. Go to **"linked accounts"** and enter a parent/guardian email address or phone number. The parent/guardian will get sent a link which will then prompt them to create an account.
5. The student then clicks on "athletic forms". Complete all 6 Sections of the PIAA Forms.
  - Please choose ALL sports interested in for the entire academic year.
  - Section 5: Any "YES" answers must be **explained** in the box at the bottom of the form. **(print this section to take with the section 6 form to your physicals)**
  - Section 6 is completed by uploading a picture of the **physician-signed PIAA Section 6 physical**. All physicals must be completed on the PIAA form and must be dated after May 1st of the current year.
6. Then complete following forms: IMPACT Concussion Testing, Drug Testing, St. Luke's HIPPA Form along with Consent to Treat
7. Once completed those forms, the parent can log into their separate account and sign all of the forms that the student has completed.
8. After all forms are successfully completed, they should say "complete" or "pending staff approval". Any form that needs approval will be reviewed by administration. If the form is denied for any reason, you will get a message from administration through Big Teams stating why the form is denied.
9. Please confirm all forms have been approved at least **ONE DAY** prior to the start of the student's first practice to ensure all paperwork is completed.
10. Any questions or issues, reach out to admins
  - MyKalan Mendoza ([mmendoza@tamaquasd.org](mailto:mmendoza@tamaquasd.org)): Athletic Trainer
  - James Hunsicker ([jhunsicker@tamaquasd.org](mailto:jhunsicker@tamaquasd.org)): Athletic Trainer
  - Mike Hromyak ([mhromyak@tamaquasd.org](mailto:mhromyak@tamaquasd.org)): Athletic Director

- Jillian Barron ([jkbarron@tamaquasd.org](mailto:jkbarron@tamaquasd.org)): Athletic Secretary