

Dragonfly Directions

All paperwork for athletics will be submitted through Dragonfly instead of turning hardcopies into coaches.

All athletes that attend DMS and play sports for DMS or BJ need to create an account on www.dragonflymax.com. This can be done on a computer or by downloading the Dragonfly app on a device. (The app is black with a red logo similar to a hurricane symbol.)

The athlete should enter the code **2EUVH3** to request to join DMS if they participate in football, volleyball, cheerleading, basketball cheer, basketball, softball, baseball, or soccer. For those athletes that participate in swimming, cross country, wrestling, bowling, track, tennis or golf for BJHS they should use the code **X8A4UL**. All middle school sports, except competition cheer and basketball cheer, are listed as "Middle".

Then the **athlete** along with parents help, should fill out ALL of the following information online:

- General Information - Name, Address, Parent Contact
- Medical and Insurance Information (update if there are changes)
- Participation Form with digital signature from student & parent (complete each year)
- Concussion Form with digital signature from student & parent (complete each year)
- Preparticipation Physical Evaluation Form with digital signature from student & parent
**NOTE - this is the FRONT page of the Physical. You do NOT have to upload a picture of the front page if you fill out & sign online. (complete each year)
- Sudden Cardiac Arrest-Read through and fill out all information.

Finally, they should upload an **updated** Physical (BACK page with Doctor's signature - also it must have student name at the top, "cleared" must be indicated or if the physician selects "cleared after completing...", that document must be uploaded as well), date of exam & MD or DO selected, ([Physical/Pre Physical](#) **See example highlighted/If highlighted is not complete, it will be rejected**), Birth Certificate and Sportsmanship Certificate. If you completed an account for 2020-2021, the Birth Certificate and Sportsmanship Certificate are already on file. Physicals are good for one year plus the remainder of the month performed. (Example: physical completed on May 2, 2021 is good through May 31, 2022.) The Dragonfly app allows you to click on the needed document, snap a picture, and upload directly into Dragonfly. Items can also be added using a computer by scanning and uploading documents.

DragonFly Helpful Information

- All Returning Athletes will automatically roll over into the next school year on DragonFly. Their Sportsmanship Certificate and Birth Certificate will be saved from last year. They WILL need to upload a Physical(FRONT AND BACK), it does not roll over, even if it hasn't expired. They will also need to sign the yearly Concussion and Release Forms on DragonFly, along with their Parents. These 2 forms are usually not available until June 1.
- *****PLEASE DO NOT SET UP MULTIPLE ACCOUNTS-**
 - **If you have multiple athletes at different schools or the same schools, please only create one account. You can add a child to your account if you are the parent putting in the information or you can have your child create their own account and remember their password.**
- All New Athletes will need to set up an account on www.dragonflymax.com . This can be done on a computer or by downloading the APP on their phone. The App is black with a red logo similar to a hurricane symbol. The athlete should enter the code **2EUVH3** to request to join DMS. They should also choose a sport(s). All sports are listed as Varsity regardless of which team they play. Then the athlete along with parents help, should fill out ALL information online. Finally they should upload an updated Physical(FRONT AND BACK), Sportsmanship Certificate, and Birth Certificate.
- DMS students that are trying out for Bob Jones Sports, DO NOT have to set up a new Dragonfly Account. They should log on to their DMS Dragonfly Account and click the box in the top right labeled Connect to School or Association. Follow the prompts to join Bob Jones HS. Then follow the directions of All Returning Athletes above.
- More information about Dragonfly can be found on the DMS [website](#) or go to [Dragonfly](#).

*If you have additional questions please utilize the Help icon within the Dragonfly app or contact the Assistant Athletic Director, [Dawn Wilson](#).