

Puyallup SD Annual Coaches Checklist to Start the Season for 2019-2020

THE FOLLOWING MUST BE COMPLETED BEFORE THE FIRST DAY OF PRACTICE FOR THAT SPORTS SEASON:

A. Hiring Paperwork Completed

____ Newly hired paid coaches must complete ALL hiring paperwork with Human Resources and the athletic office PRIOR to starting to coach. May not coach without this approval from HR.

____ All Volunteer coaches must complete a volunteer application **EACH YEAR** and submit to the district athletic office. All forms go to district athletic office for approval before coaching. May not coach until volunteer is approved.

B. Online SafeSchools Training – Do not print certificates, district athletic office can verify completion.

____ **Online SafeSchools Training required by PSD for all employees**

USER NAME: _____ LINK: <http://puyallup-wa.safeschools.com>

____ **Online SafeSchools Training required for PSD Coaches**

- What Every Coach Needs to Know
- Athletics Fundraising and ASB Purchases, new Aug 2019
- Concussion Awareness: Athletics (District athletic office will indicate completion on WIAA site)
- Sudden Cardiac Arrest in Athletes (District athletic office will indicate completion on WIAA site)
- Heat Illness Prevention (suggested training for all coaches, possibly part of heads-up football training)*

C. PSD Coaches Resources Web Page

Visit www.puyallup.k12.wa.us/coaches/ to view the **PSD COACHES HANDBOOK** and other PSD materials required for coaches.

____ **Complete the online signature form** acknowledging that you have reviewed the material on this page including the Coaches handbook. Coaches are responsible for knowing this information

You can reference back to this link for documents and forms to use throughout the school year.

D. WIAA Rules Clinics – Do not print certificates, district athletic office can verify completion.

All paid coaches must complete the following rules clinics (highly recommended for all volunteer coaches).

- WIAA General Rules Clinic
- WIAA Sport Specific Rules Clinics for any sports coached
- (Note: Concussion Management and Sudden Cardiac Arrest will be completed through SafeSchools and marked completed on the WIAA site by the district athletic office)*

Additional Training Requirements for Specific Sports – Provide documentation to district athletic office

- Football: Safe Tackling and Helmet Shoulder Pad Fitting
- Swim, Dive and Water Polo: Red Cross Safety Training for Swim Coaches/Lifeguard Certification
- Cheer and Dance: Stunt Certification

E. CPR/First Aid/AED Certification

____ Provide copies of certification that is valid through the season(s) you coach to the district athletic office. Check with the district athletic office about training opportunities if no valid certification.