

GUIDELINES FOR APPROVAL OF A COMMUNITY COACH
School District No. 38 (Richmond)

Selection and approval of a community coach is the responsibility of the principal of the school with whose students the coach will be working. This authority and responsibility is conferred by Section 3e of Board Regulations 603.2-R, *Field Trips*.

Notwithstanding sections 3 (b) and (c) above, individuals approved by a school principals who satisfy criteria established by the Superintendent or designate are permitted to occasionally conduct practices and occasionally supervise students at games that do not involve overnight travel without the presence of an employee sponsor provided that:

- 1) There is an employee sponsor for the team or club who bears primary formal responsibility for and has primary authority over the team or club;
- 2) The volunteer coach has been provided with an orientation by the principal or designate that clearly communicates school and district purposes, values and expectations with respect to student athletics as well as the Code of Conduct and school and district expectations with respect to relationships between students and the volunteer coach;
- 3) The volunteer coach has signed a Code of Conduct Agreement and a Communications Agreement; and
- 4) The principal or designate is informed by the employee sponsor in advance of each occasion on which the sponsor will not attend a game and is in agreement that it is appropriate for that to occur.

When selecting a volunteer community coach, a principal must ensure that the individual:

- Has previous coaching experience in high school athletics for a minimum of three years, including a minimum of one year as a Head Coach;
- Is minimum of 21 years of age;
- Has minimum of Level 1 Community Coach Development Certification as a Competitive Coach through the National Coaching Certification Program;
- Has minimum level of Introductory First Aid;
- Has submitted a clear criminal record check; and
- If not personally known to the principal, provides references that must include the principal and Athletic Director (if one exists) of the school(s) at which the individual has previously coached.

No exception to these guidelines may be granted except by the written consent of the Area Superintendent, which will be attached to the “Memorandum of Understanding Re Community Coaching” that is signed by the volunteer community coach.