

———— BULLETIN ————

SUBJECT:

Ä If you have already completed the certification process for 2011-12 school year and routed the appropriate Certification Packets to Human Resource Services, complete/sign the Coaching Assignment List and return to Box 770.

Name of Athletic Coach	SSN	Sport

## TITLE 5, CALIFORNIA CODE OF REGULATIONS

### § 5593. Temporary Athletic Team Coach Qualifications and Competencies

This section applies to any person serving at any grade level as a temporary athletic team coach.

(a)

- (2) Coaching theory and techniques in the sport or game being coached, as evidenced by one or more of the following:
- (A) Completion of a college course in coaching theory and techniques; or
  - (B) Completion of inservice programs arranged by a school district or a county office of education; or
  - (C) Prior service as a student coach or assistant athletic coach in the sport or game being coached; or
  - (D) Prior coaching in community youth athletic programs in the sport to be coached; or
  - (E) Prior participation in organized competitive athletics at high school level or above in the sport to be coached.
- (3) Knowledge of the rules and regulations pertaining to the sport or game being coached, the league rules and, at the high school level, regulations of the California Interscholastic Federation (CIF).
- (4) Knowledge of child or adolescent psychology as it relates to sports participation as evidenced by one or more of the following:
- (A) Completion of a college level course in child psychology for elementary school positions and adolescent or sports psychology for secondary school positions; or
  - (B) Completion of a seminar or workshop on human growth and development of youth; or
  - (C) Prior active involvement with youth in a school or community sports program.
- (c) The school district superintendent may waive compliance with any one or more of the competencies described in subsection (a) provided that the person is enrolled in a program leading to acquisition of a competency. Until the competencies are met, the prospective coach shall serve under the immediate supervision of a fully qualified temporary athletic team coach.

NOTE: Authority cited: Education Code Sections 33031 and 35179.5  
Reference: Education Code Sections 33352 and 35179

Sacramento City USD  
Board Policy: BP 4127, 4227, 4327  
Personnel

Temporary Athletic Team Coaches 4>> BDC mporary At

Sacramento City USD  
Administrative Regulation: AR 4127, 4227, 4327  
Personnel

Temporary Athletic Team Coaches

At the first regular Governing Board meeting or w

- b. Completion of inservice programs arranged by a school district or county office of education
  - c. Prior service as a student coach or assistant athletic coach in the sport or game being coached
  - d. Prior coaching in community youth athletic programs in the sport being coached
  - e. Prior participation in organized competitive athletics at high school level or above in the sport being coached
3. Rules and regulations in the athletic activity being coached

The Superintendent or designee shall establish knowledge of the rules and regulations pertaining to sport or game being coached, the league rules and, at the high school level, regulations of the California Interscholastic Federation.

- 4. Child or adolescent psychology, whichever is appropriate to the grade level of the involved activity

The Superintendent or designee shall establish competency in knowledge of child or adolescent psychology as it relates to sport participation as evidenced by ~~one~~ <sup>more</sup> of the following:

- a. Completion of a college level course in child psychology for elementary school positions and adolescent or sports psychology for secondary school positions
- b. Completion of a seminar or workshop on human growth and development of youth
- c. Prior active involvement with youth in school or community sports program

The Superintendent or designee may waive competency requirements for persons enrolled in appropriate training courses leading to acquisition of the competency ~~if~~ <sup>and</sup> such persons serve under the direct supervision of a fully qualified coach until the competencies are met. (5CCR 5593)

#### Additional Competencies for Noncertificated Personnel

In addition to the competencies listed above, the Superintendent or designee shall determine that a noncertificated person employed as a temporary athletic team coach: (5CCR 5592)

- 1. Has not been convicted of any offense referred to in Education Code 444011 or 44424, or any offense involving moral turpitude or evidencing unfitness to associate with children.

(cf. 4212.5- Criminal Record Check)

- 2. Is free from tuberculosis and any other contagious disease that would prohibit certificated teachers from teaching, as verified by a written statement, renewable every four years, from a licensed physician or other person approved by the district.

(cf. 4112.4/4212.4/4312.4-Health Examinations)

Noncertificated coaches have no authority to give grades to students. (Title 5, Section 5591)

## Code of Ethical Conduct

Employees providing supervisory or instructional services in interscholastic athletic programs and activities shall: (5CCR 5596)

1. Show respect for players, officials and other coaches
2. Respect the integrity and judgment of game officials
3. Establish and model fair play, sportsmanship and proper conduct
4. Establish player safety and welfare as the highest priority
5. Provide proper supervision of students at all times
6. Use discretion when providing constructive criticism and when reprimanding players
7. Maintain consistency in requiring all players to adhere to the established rules and standards of the game
8. Properly instruct players in the safe use of equipment
9. Avoid exerting undue influence on a student's decision to enroll in an athletic program at any public or private postsecondary educational institution
10. Avoid exerting undue influence on students to take lighter academic course(s) in order to be eligible to participate in athletics
11. Avoid suggesting, providing or encouraging any athlete to use nonprescriptive drugs, anabolic steroids or any substance to increase physical development or performance that is not approved by the U.S. Food and Drug Administration, U.S. Surgeon General or the American Medical Association
12. Avoid recruitment of athletes from other schools
13. Follow the rules of behavior and the procedures for crowd control as established by the Board and the league in which the district participates



# Human Resource Services

## Paid Coaching Positions

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No person may perform in a paid or volunteer status until the appropriate  
I R U P V D Q G F O H D U D Q F H V D U H R Q I L O H L Q W K H 3 U L C

### PAID POSITIONS

#### Staff Member Coaches

1. Prior to the beginning of each season, but no later than the deadline ~~below~~, Principal will submit a list of all paid coaches, except the Athletic Director and Intramural Coaches, on a form (see pg. 2) provided by the district. (SCUSD Coaching Assignments attached)

Season	Deadline
Fall	June 1

## Walk-On Coaches

The process for hiring a walk-on coach is as follows:

- f Candidates complete employment application and pre-employment personnel/payroll packet.

Certificated and Non-Certificated: Walk-on coaches must have the following on file:

- f Activity Supervisor Clearance Certificate (ASCC) Non-certificated (paid or nonpaid) must complete an on-line application through the California Commission on Teacher Credentialing (AB 1025, Effective January 2010)
- f TB clearance (no older than 60 days unless transferred from another school district).
- f Fingerprints.
- f I-9 forms; pre-employment personnel payroll packet.
- f Coaching Assignment Authorization Form from school site.

## Payments

1. Prior to deadline, the Principal will submit a list of paid stipends for walk-on coaches.
2. Revisions to the Coaching Assignment List must be updated and sent to Human Resource Services, Box 770.

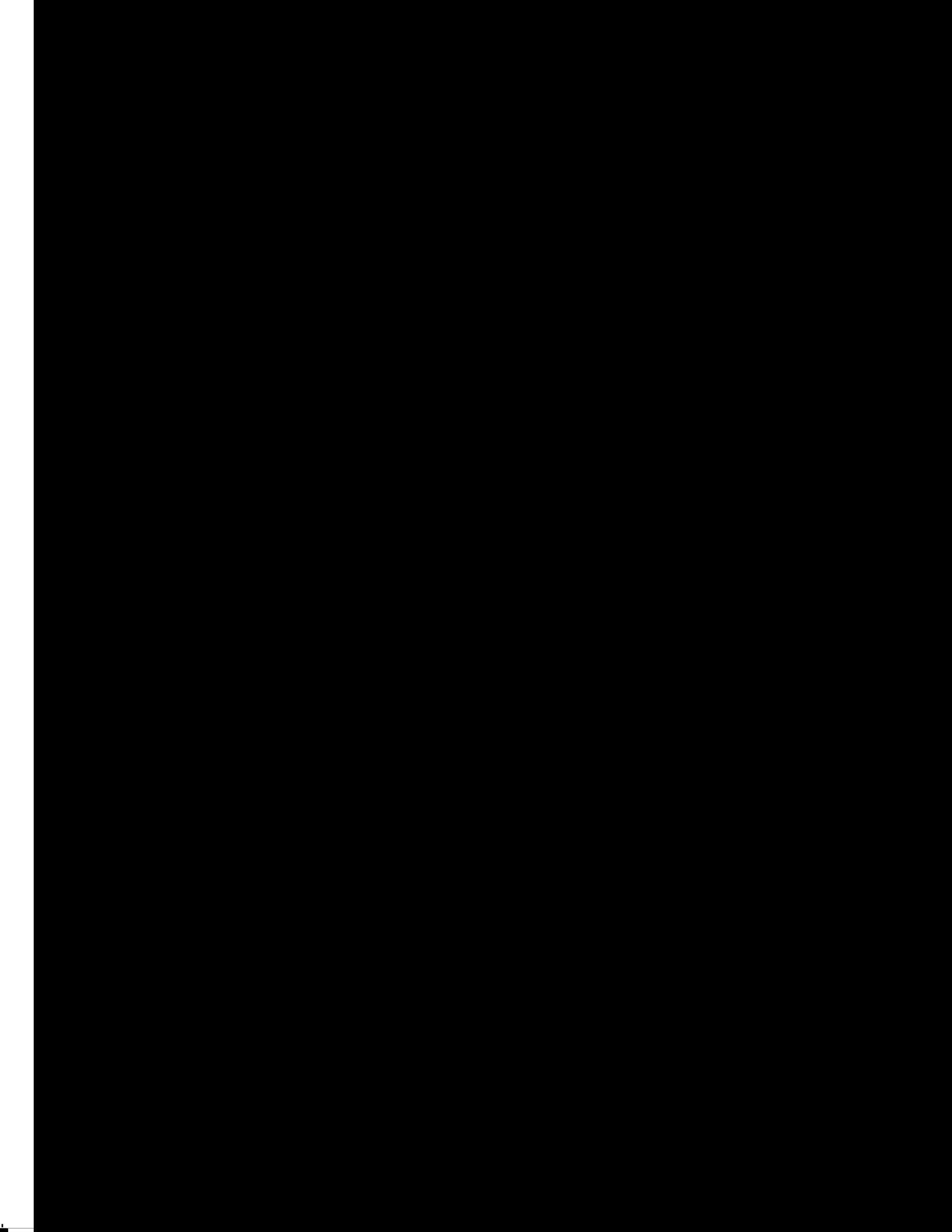
UNPAID VOLUNTEERS
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## Coaches

The volunteer coaches serve unpaid coaches. A volunteer coach must meet the guidelines established for paid coaches. The requirements for volunteer coaches are as follows:

- f Activity Supervisor Clearance Certificate (ASCC) Non-certificated)
- f Volunteer Coach Application (included).
- f Fingerprints/background check clearance.
- f TB clearance.
- f Valid CPR card.
- f





Provide written description and documentation.

1. First Aid and Emergency Procedures

- Valid First Aid Card (attach copy) Expiration: \_\_\_\_\_  
OR  
course will be completed on: \_\_\_\_\_

AND

- CPR Card (attach copy) Expiration: \_\_\_\_\_  
OR  
course will be completed on: \_\_\_\_\_

2. Coaching Theory and Technique as Evidenced By:

- Prior service as an athletic coach or assistant athletic coach in the sport to be coached.

Name of Supervisor: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Year: \_\_\_\_\_  
Describe Experience: \_\_\_\_\_  
\_\_\_\_\_

OR

- Work in community athletic programs in the sport to be coached.

Program: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Year: \_\_\_\_\_  
Describe Experience: \_\_\_\_\_  
\_\_\_\_\_

OR



The following materials have been provided by the school principal, athletic director, or designee: (please check)

- School Athletic Policy (Coaches) Handbook
- StudentParent Athletic Handbook
- California Interscholastic Federation (CIF) laws
- District and School Policy and Procedures for care and reporting of injuries
- Rules and Regulations pertaining to the sport or game being coached
- Policy for complying with State and Federal regulations on sex equity in athletics and equity for the handicapped (BP and AR 5145.3)
- Temporary Athletic Team Coaches Code of Ethics (AR 4227 [f])

I hereby certify to the Chief Human Resources Officer that the conditions of California Administrative Code, Title V, Section 5599 and AB 1025 (if applicable) governing temporary athletic team coaches have been met.

Adolescent psychology as it relates to participation in sports, as evidenced by:

- Successful completion of a college level course in adolescent (child) psychology.

College: \_\_\_\_\_

Course Title: \_\_\_\_\_

Year: \_\_\_\_\_

OR

- Completion of seminar/workshop on Human Growth and Development of Youth.

Seminar/Workshop Title: \_\_\_\_\_

Presenter: \_\_\_\_\_

Year: \_\_\_\_\_

OR

- Prior active involvement with youth in school/community sports program.

Name of Program: \_\_\_\_\_

Activity: \_\_\_\_\_

Year: \_\_\_\_\_

Describe Experience: \_\_\_\_\_

\_\_\_\_\_





# Human Resource Services

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