

Coach Checklist | FEDERAL WAY PUBLIC SCHOOLS

Coach: _____ School: _____ Sport(s): _____

I have read, understand and agree to the items listed below. Initial all applicable items:

- _____ I have completed all FWPS Human Resources requirements to perform the duties to coach.
- _____ I have read the FWPS Athletic Handbook: www.fwps.org/athletichandbook
- _____ I have reviewed the WSRMP Athletic Liability Manual.
- _____ I understand when I am and I am not a district employee while coaching.
- _____ I have developed/reviewed a written plan defining the teaching progression of sport skills, the hazards for each activity, and the specific safety skills, and required equipment.
- _____ I have reviewed the FWPS Sexual Harassment **Policy 3205** and **3205P** and FWPS Harassment, Intimidation, and Bullying (HIB) **Policy 3207** and **3207P** and understand the reporting procedures and consequences.
- _____ I understand the requirements for proper documentation of injuries and/or incidents during games or practices and the 24-hour reporting guidelines.
- _____ I have reviewed or been instructed how to implement House Bill 1824, also known as the Zachery Lystedt Law regarding concussion protocols **Policy 3422** and **3422P**.
- _____ I have reviewed the venue specific emergency protocols for my sport.
- _____ I understand that I am responsible for insuring the playing and/or practice area is appropriate for the activity and been inspected for hazards.
- _____ I understand that I am responsible for completing all WIAA and FWPS coach training requirements for my sport and to provide a copy of all training certificates to the building Athletic Director.

District Athletic Policies

- An athlete must attend school for at least half a day to participate in a practice or contest. Exceptions include absences to attend school related activities or pre-arranged parent approved appointments.
- If an injured athlete sees a physician, he/she must have a physician clear the athlete for the referred injury prior to return to play.
- Athletes' removed from a contest or practice due to a concussion, he/she must have written approval from medical professional before return to play.
- If an injury bridges seasons, written clearance from a physician is required prior to participating in the subsequent sport season.
- Hazing and/or initiation ceremonies not allowed.
- Inappropriate postings on social media are subject to athletic discipline.
- Texting individual students prohibited. Team text messages permitted.
- The volunteer coach will be responsible to the head coach and must always remain under the supervision of a regular member of the coaching staff, both during practices and games. **Policy 5630**
- Not fulfilling your professional duties and obligations may be cause for non-renewal.
- The Federal Way Public Schools Coaches Contract is available at: www.fwps.org
- High school students only: Approval of Choice Transfer does not guarantee athletic eligibility. Please consult with building athletic director on all Washington Interscholastic Athletic Association (WIAA) transfer rules.
- Summer Athletic Activities (including all camps) must be District Approved prior to June 1

Coach Signature

Date

Return Coach Checklist to your Building Athletic Director prior to performing any coaching duties.