District 6 Athletic & Activity Sponsor Checklist

The following are items that must be completed prior to working with students:

1. _____ Complete Online Coaching Application for desired position https://www.applitrack.com/greeley/onlineapp/default.aspx
2. _____ Provide copies of driver's license and social security card (or birth certificate); or a passport.
3. _____ Complete required payroll paperwork (including Direct Deposit).
4. _____ Fingerprinting/Background Check- Cost of Fingerprinting is $39.50.

ITEMS 2,3,4 MUST be completed in the Human Resources/Payroll Office at 1025 9th Avenue.

5. _____ Complete Code of Ethics Form.
6. _____ Complete Emergency Contact Form.
7. _____ Present Certification Forms for Mandatory Concussion Course Link
8. _____ Compliance Training
9. _____ Appropriate Professional Boundaries (Sign off on Policy)
10. _____ Mental Health Awareness- https://nfhslearn.com/courses/student-mental-health-and-suicide-prevention
11. _____NA__ CHSAA Exam, CHSAA Registration, (HS Coaches Only)

First Aid - CPR - AED Training

There are two recommended options to become certified. You MUST take a course that includes an in-person skills test component. An online only course DOES NOT meet this requirement.

- **https://redcap.ucdenver.edu/surveys/?s=YDKXPWMMYRDYY9KR**

Small Vehicle Permit Driver Certification

Due to New CDE Requirements, Renewals will not be possible this year. ALL that drive a SV must complete the full process, including driving and pre-trip portion of certification.
Please use this link to access ALL of the paperwork and materials to complete the SVP certification: SVP Documents and Training Videos It takes approximately 5-6 hours to complete all of the paperwork and training videos.