



Volunteer Coach Checklist

Name: _____ Date: _____

Cell #: _____ Email: _____

Sport(s): _____ School: _____

*Please have this form completed and accompanied with
the printed course completions / certificates and mail or drop-off to:
**Community Education/VIPS office, Panorama Village building,
240 Villa Crest Drive State College, PA 16801***

CHECKLIST:

- I. All must annually complete and sign this [2022-23 Policy and Procedure Form](#)
- II. Certifications: These certifications, annual unless otherwise noted, can be accepted anytime after July 1 for the upcoming school year and are free.
 - _____ A. [Concussion](http://www.nfhs.org)- [http://www.nfhs.org](http://www.sportsafetyinternational.org) or <http://www.sportsafetyinternational.org>
 - _____ B. [Sudden Cardiac Arrest](https://nfhslearn.com/courses/sudden-cardiac-arrest)- <https://nfhslearn.com/courses/sudden-cardiac-arrest>
 - _____ C. [Bullying, Hazing, and Inappropriate Behaviors](https://nfhslearn.com/courses/bullying-hazing-and-inappropriate-behaviors) - (one time certification)
<https://nfhslearn.com/courses/bullying-hazing-and-inappropriate-behaviors>
- III. Clearances **New volunteers** are required to have clearances. All clearances must be current within the past 60 months (5 years).
 - _____ A. [PA Child Abuse History Clearance](#)
 - _____ B. [PA State Police Criminal Record Check](#)
 - _____ C. [FBI Criminal Background Check](#) or [Self Disclosure Form](#) (may be used in lieu of the FBI check if you have lived in PA continuously for the past 10 years)
 - _____ D. [Mandated Reporter Training](#) (complete the training via the link.)

IV. **Returning Volunteer Coach.** Check one.

_____ A. I have previously submitted all of my required clearances and they are on file with VIPS

_____ B. I am including my updated clearances with this form

Please print the course completions / certificates and mail or drop-off to:

The Community Education/VIPS office
Panorama Village building
240 Villa Crest Drive
State College, PA 16801.

Once this is completed and submitted to the VIPS office, you will then need to contact the Athletic Office at 814-231-1143 or StateAD@scasd.org to finalize and confirm the necessary steps to begin volunteering.

In addition, the volunteer athletic coach will receive additional materials and information as well as directions in obtaining a SCASD ID Badge.

Athletic Office Contact Information:

Chris Weakland
Athletic Director
cjw11@scasd.org
814-231-1143

Tammy Smith
Administrative Assistant
tcs19@scasd.org
814-231-1143

Loren Crispell
Assistant Athletic Director
lnc12@scasd.org
814-231-1143

Susie Sekunda
Administrative Assistant
sms55@scasd.org
814-231-1143

Any questions may be directed towards the VIPS Supervisor who is best reached by email at volunteers@scasd.org or by phone at 814-231-1062.