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1.1 This procedure addresses how volunteer community coaches are selected, organized, directed and supervised by the school district.

1.2 The school district is responsible for supervision of students during instructional time and must manage any activities organized by volunteer community coaches.

1.3 A "volunteer community coach" is defined as any individual who coaches a school team and is not a school district employee who is a Teacher Regulation Branch of BC certificate holder.

2.1 Individuals interested in becoming volunteer community coaches must submit a Volunteer Application form accompanied by all applicable certifications to the Principal.

2.2 Individuals interested in becoming volunteer community coaches must complete a Criminal Records Check as part of the application process.

2.3 Individuals interested in becoming volunteer community coaches are interviewed by the Principal (in consultation with Athletic Coordinators where applicable) to:

- a) determine ability to work appropriately with the identified age group of students at the school;
- b) identify specific training/competence in the selected sport (which may need to be verified by external resource personnel);
- c) review the Criminal Records Check; and,
- d) obtain additional information regarding experience, qualification and certification of the applicant.

2.4 A volunteer community coach's services may be terminated at the discretion of the Principal.

3.1 A community coach must have a staff sponsor (i.e. Educators-in- Charge) who may be a principal, vice-principal or teacher.

3.2 Educators-in- Charge are expected to be in the building during practices; if unavailable, they must arrange for a designated staff contact to be on site. Educators-in- Charge must be present at all games, tournaments and travel events. Educators-in- Charge



