

PURPOSE:

In order to provide a safe and secure environment for students and staff the following procedures must be followed when working with students in a coaching situation.

PROCEDURE:

1. Coaching staff must be present in order for practice to begin. If coaching staff cannot make the practice, then practice will be cancelled. If practice occurs before school, day students would need to go to the pre-assigned cottage until the start of school. Cancellation of practice will be determined before 2pm. Parents and residential staff will be notified by coaching staff and day students will be required to travel home at the end of the school day.
2. Daily attendance needs to be collected regarding both students and staff. This log will be turned into the school office at the end of each week for filing purposes.
3. If students leave practice earlier than scheduled, they must be signed out by coach. Staff in cottage must be notified by coach when students are scheduled to return.
4. Practice times will be pre-approved by the Director of On-Campus Programs.
5. Individual practices with a coach are not allowed without preapproval from the Director of On-Campus Programs based on unique circumstances.
6. Coaching staff must stay in the fitness center until all students have left the facility.
7. Coaches must stay with students in the Powerlifting areas during practice. Doors to practice areas must remain open at all times.

I have read the above and agree to follow the terms of this policy.

(Coaches signature – date)