

Place on school letterhead.

## Coach / Volunteer Checklist

**FOR EACH SPORTS SEASON**  
**MUST BE SUBMITTED PRIOR TO FIRST LEAGUE CONTEST**  
**(or teams will not be permitted to play and to compete)**

**To ensure the safety of all our youth, each coach/volunteer and principal must indicate compliance with all nine points listed below and meet the required time line.**

- 1) Read and agree to abide by the current Diocesan Elementary Athletic Handbook Guidelines.
- 2) Read and sign the Coaches Code of Ethics form
- 3) Complete VIRTUS training in accordance with the Diocese of Buffalo.
- 4) Agree to keep updated with the VIRTUS training bulletins (monthly).
- 5) Complete a background check in conjunction with the school I am coaching and/or affiliated with.
- 6) Will contact the Director of Elementary Athletics to report (in writing) any improprieties within my league.
- 7) Make sure all student athletes are in compliance with up to date sports physicals. **Check with school officials.**
- 8) Are required to carry a First Aid kit to all contests.
- 9) Updated First Aid and CPR course certificates on file in school office.
- 10) Coaches/Volunteers must be 21 years of age.
- 11) Submit an official roster.
- 12) Report injuries requiring medical attention within 24 hours of its occurrence.

**Sport:** \_\_\_\_\_

Coach's Signature \_\_\_\_\_ Date \_\_\_\_\_

Principal's Signature \_\_\_\_\_ Date \_\_\_\_\_

**Form must be completed and returned by emailed to [ndiberardino@buffalodiocese.org](mailto:ndiberardino@buffalodiocese.org) or Fax: 847-5593.**