



Vikings Coaching Checklist



All Coaches Requirements

Please print a copy of EVERY document. They will go to your head coach, do not email them to anyone else please. Once your head coach has the documents in a packet they will send it to their respective Athletic or Cheer Directors.

1. Register yourself as an Adult Participant in the TYFSF system. www.tyfsf.com/register. Please be sure to choose Adult Participant and select the Vail Vikings as your organization. Please register student demonstrators and water persons as that. There is an option. Fill out all the required documents online.
2. All coaches & staff members will need to upload a good picture of yourself from the chest up into your TYFSF registration. Please do not have on any masks, sun glasses or hats for your picture. These will be used to make badges this year we are being told.
3. All New & Returning staff members (except minors) will have to complete the online background check. <https://opportunities.averity.com/VailViking>. Please only submit ONE time. We are charged each time that someone tries to process a background check. You will not receive anything telling you it went through unfortunately. We will receive a list regularly and will let you know if we don't see yours. We no longer require fingerprinting.
4. Concussion Certification Instructions (All staff members including student dem., excluding water people): To log into this course you will first need an account. Log into the link below and follow these instructions. <http://nfhslearn.com/courses/61037/concussion-in-sports>
 1. Create account using valid email address.
 2. Go to courses then free courses then – select- “Concussion in Sports- what you need to know”.
 3. Order this free course.
 4. Stay on the linked site and go to “MY Home page/Courses. The ordered course will be available within “My Home Page/Courses.
 5. Select the courses and make sure to print a copy the certificate at the end.
5. All adult staff members on a roster must have a CPR/First Aid & AED Certification/ONLINE COURSES WILL BE ACCEPTED THIS YEAR (The Vikings will offer a course the week before certification at a cost to you of approx. \$35 if you need it). There is only one online course being accepted however. It is the Red Cross CPR/First Aid & AED course. It will cost you \$35. The class ID is A6R0V0000015EUT. Please confirm this is correct so you don't take the wrong course. <https://www.redcross.org/take-a-class/classes/adult-child-and-baby-first-aid%2Fcpr%2Faed-online/a6R0V0000015Eut.html>
6. COVID 19 Test – All staff members excluding minors must take the test at <https://nfhslearn.com/courses/covid-19-for-coaches-and-administrators>

Additional Football Requirements

(For Head Coaches, Asst. Coaches, and equipment managers)

1. AYF Test (8U - 13U) – (Head Coaches Only, wait on this to see if attending regionals) This will cost you \$20 with 20% off discount code 12903. Course Title: Coaching Youth Football-3rd Edition: The AYF Way. Once you provide your completion of the course, you will be reimbursed for this expense.

Additional Cheer Requirements

1. New **head cheer coaches**: Get your AYF Certification: www.ayfcoaching.com, This will cost you \$25. Course title: Coaching Youth Cheerleading-2nd Edition: The AYC Way. Once you provide your completion of the course, you will be reimbursed for this expense.
2. Returning **head coaches** for cheer renew your AYC Certificate: www.ayfcoaching.com. This will cost you \$25. Once you provide your completion of the course, you will be reimbursed for this expense.
3. All Coaches (excluding minors) new 2019 requirement YCADA-Y101AYC. www.ycada.org/ayc. Certification will be good for 2 years. This will cost you \$25, again once you provide your completion of the course, you will be reimbursed.

All Coaches

ONLY THING LEFT TO DO FOR CERTIFICATION WILL BE ATTENDING THE TYFSF FOOTBALL COACHES CLINIC ON July 26, 2021 (TIME & LOCATION TBD) OR THE TYFSF CHEER CLINIC ON July 31, 2021 (TIME TBD, LOCATION IS U of A). THE COST FOR THESE CLINCS ARE BEING COVERED BY THE VIKINGS

ALL REQUIRMENTS ARE DUE IN COMPLETED PACKET FORM FOR EACH COACH BY JULY 10, 2021. NO COACH OR STAFF MEMBER WILL BE ALLOWED TO TAKE THE FIELD UNTIL COMPLETED. ONLY EXCEPTION IS THE CPR CLASS TO BE HELD BEFORE CERTIFICATION.

ORDER OF COACHES PAPERWORK TO RESPECTIVE DIRECTOR

All Teams

1. Copy of your staff roster.
2. Each coach/staff member's paperwork in order of roster and then:
 - a. Copy of TYFSF registration
 - b. Copy of background check (We will have for you)
 - c. CPR-First Aid- AED card copy of All On Roster
 - d. AYF Certification for Football or AYC Certification for Cheer (Head coaches only)
 - e. YCADA Certification for Cheer (All cheer coaches)
 - f. NFHS Concussion (Required for everyone in 2021)
 - g. NFHS COVID 19 Test
 - h. Code of Conduct