

REGISTERED VOLUNTEERS PROGRAM
Criteria for Eligibility for Activities Volunteers

For a Registered Volunteer to sponsor or coach a school activity organization (including cheer and dance coaches) or represent the school interscholastically, the following requirements must be met:

- _____ 1. The Registered Volunteer cannot be paid.
- _____ 2. Must present to the school a current health certificate (tb skin test).
- _____ 3. Must present to the school results of a criminal background check (fingerprinting).
- _____ 4. Complete a minimum of six hours of in-service training provided by the school that is specific to the activity in which the volunteer is involved. If safety issues are involved, the school should keep a folder containing documentation of the training and expertise of the volunteer as relating to that activity.
- _____ 5. (For cheer and dance coaches, further safety training and program management training should be ongoing. Attendance at a yearly Spirit Rules Meeting is a requirement for an active spirit coach from each program that the school sponsors – cheer and dance. The school's administration should restrict the spirit team(s) from practicing or performing skills and stunts that are beyond the level of training mastered by the coach/supervisor. If a non-trained person assumes temporary responsibility for a spirit team, the team should be "ground bound" for that period of time.) **NOTE:** Beginning July 1, 2007, all cheer teams are grounded except when the coach is currently safety certified by AACCA.
- _____ 6. Upon completion of the above requirements, obtain a letter from the school administration authorizing the volunteer to represent the school in the named activity(ies) for the current (name year) school year.
- _____ 7. Complete and send to the AAA office a *Registered Volunteers Enrollment Form*. This must be submitted again each year that the individual serves in this volunteer capacity. (Found on AAA web site – Forms download)
- _____ 8. The school must submit the name and assignment of the individual(s) serving as a Registered Volunteer to the AAA on the *Declaration of Participation in the Registered Volunteers Program* form. (Available at www.ahsaa.org under Forms Download and on the Coaches Education page.)

Further information for cheer and dance coaches:

1. Rules meeting attendance is required.
2. Coaches education opportunities are available at various times throughout the year..
3. If the coach (or supervisor in charge) is not trained in techniques, mechanics and safety, the team should be grounded when such a person is the adult in charge.
4. The team should be limited to learning and performing those stunts and skills in which the coach is knowledgeable and trained, and can safely teach and/or supervise.
5. Required AACCA safety certification for cheer coaches as stated in 5 above. When courses are scheduled registration forms will be available on the AAA's Spirit Page.

Questions? Contact Kathy Tadlock at the AAA office, 501-955-2500 or kathy@ahsaa.k12.ar.us.