

Book	Policy Manual
Section	3000 Professional Staff
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### 3120.08 - **EMPLOYMENT OF PERSONNEL FOR EXTRACURRICULAR ACTIVITIES**

The School Board may find it necessary to employ members of the professional staff as coaches or activity sponsors.

The Board authorizes the Superintendent to recommend candidates for employment by the Board.

The Board requires that:

A. Prior to coaching football to students who are less than twenty (20) years of age, all head and assistant football coaches shall complete a certified coaching education course approved by the Indiana Department of Education not less than once during a two (2)-year period that:

1. is sport specific;
2. contains player safety content, including content on:
  - a. concussion awareness;
  - b. equipment fitting;
  - c. heat emergency preparedness; and
  - d. proper technique;
3. requires a coach to complete a test demonstrating comprehension of the content of the course; and
4. awards a certificate of completion to a coach who successfully completes the course.

If the coach receives notice from the School Corporation that new information has been added to the course before the end of the two (2)-year period, the coach must complete instruction and successfully complete a test concerning the new information.

B. Prior to coaching students in grades 5 - 12, all head and assistant coaches of interscholastic sports other than football, including cheerleading, shall complete a certified coaching education course approved by the Indiana Department of Education at least once during a two (2)-year period that:

1. contains player safety content on concussion awareness;
2. includes content for prevention of or response to heat related medical issues that may arise from a student athlete's training;
3. requires a coach to complete a test demonstrating comprehension of the content of the course; and
4. awards a certificate of completion to a coach who successfully completes the course.

If the coach receives notice from the Corporation that new information has been added to the course before the end of the two (2)-year period, the coach must complete instruction and successfully complete a test concerning the new information.

- C. A head or assistant coach of an intramural sport other than football who is coaching students in grades 5 - 12 may elect to complete the above- referenced certified coaching education course. If compliance with I.C. 20- 34-7 is required by the coaching certification requirements for the intramural sport that the head or assistant coach is coaching, the coach shall complete the above-referenced certified coaching education course.
- D. A head coach or assistant coach of an athletic activity, marching band leader, or sponsor of an extracurricular activity in which students have an increased risk of sudden cardiac arrest as determined by the Indiana Department of Education (IDOE) shall complete the sudden cardiac training course offered by a provider approved by the IDOE. The coach, marching band leader or extra-curricular activity sponsor must complete this required sudden cardiac arrest training prior to coaching or leading the activity.

The Corporation will receive a certificate of completion from the provider for each coach, band leader or extracurricular activity sponsor successfully completing the required sudden cardiac arrest training. Each Corporation shall maintain all certificates of completion awarded for each individual who completes the sudden cardiac arrest training.

Additionally, the Board requires that:

- A. All head and assistant coaches of students of any age participating in interscholastic sports other than football, including the cheerleading, shall complete a certified coaching education course approved by the State Department of Education at least once during a two (2)-year period that:
  - 1. contains player safety content on concussion awareness;
  - 2. includes content for prevention of or response to heat related medical issues that may arise from a student athlete's training;
  - 3. requires a coach to complete a test demonstrating comprehension of the content of the course; and
  - 4. awards a certificate of completion to a coach who successfully completes the course.

If the coach receives notice from the Corporation that new information has been added to the course before the end of the two (2)-year period, the coach must complete instruction and successfully complete a test concerning the new information.

- B. All coaches and athletic activity sponsors of interscholastic or intramural sports for students of any age shall receive training about concussions sudden cardiac arrest and heat-related medical issues at least once during a two (2)-year period.

The Superintendent shall require that each person employed as a coach or athletic activity sponsor is qualified, has cleared a background check required by State law and Policy 3121 or Policy 8120, and has received the training required by State law and this policy.

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