



Cedar Rapids Kennedy Girls Track and Field	Coaches Expectations	
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1. Pre-Requisites for Paid and Volunteer Non-Paid Coaches

- a. Must have Iowa Coaching Authorization Certificate. Renew every 5 years.
- b. Fill out an Application and be approved as a coach for Kennedy High School through the Cedar Rapids Community School District. Renew Annually (Located on Edgewood Rd and Ellis Rd)
- c. Watch the NFHS Concussion Course Video Online. Renew Annually Go to this direct link – <http://nfhslearn.com/>
- d. Coaching Levels Are:
 - i. Assistant Volunteer Coach(Non-Paid)
 - ii. Assistant Coach (Paid)
 - iii. Head Coach (Paid)

2. Practice Expectations

- a. Use the Remind App to communicate with athletes and coaches
- b. Host a team meeting at the beginning of each practice to take attendance, go over announcements and meet information. Time is approximately 3:15pm to 3:30pm and the location in the south entrance foyer.
- c. Schedule practice plans and training daily, weekly and monthly
- d. Set practice goals at the beginning so each athlete knows what will be expected of them
- e. Address the needs of each athlete as it pertains to their fitness level
- f. Notify coaches and athletes if you will be late or not attending practice

3. Meet Expectations

- a. Use the Remind App to communicate with athletes, coaches and parents
- b. Fill out meet lineup using the google docs form
- c. Confirm the meet line up the day prior to the day of the meet.
- d. Enter and declare online meet entry using the VB Meets (Varsity Bound) using the meet host link
- e. Stress to the athletes the importance of notifying coaches if they have a conflict and cannot participate via the remind app or text message.
- f. Take bus attendance prior to departing the high school
- g. Help team establish camp at the meet site and go over any meet announcements as they are set forth in the meet host information
- h. Support and encourage the athletes throughout the meet to help them be competitive mentally and physically
- i. Collect team packet and conclusion of meets from the press box
- j. Upload host team stats from Iowa Quick Stats (CEDA50) the evening of or morning after meet

4. Attend Coaches Training and Pre Season Meeting

- a. It is recommended to attend the annual coaches training held in Ames each December. Registration and Hotel Rooms are paid out of the General Track Fund Account



- b. We have a fall coaches meeting held at a designated local restaurant to go over any items or concerns prior to the season
- c. It required that coaches attend the online Concussion meeting prior to the start of each season and submit the certificate to AD Stecker

5. Athlete Safety and Injuries

- a. Follow the NFHS guidelines for concussion and heat related protocol
- b. Send athletes to Lynn Groth (Kennedy Athletic Trainer) if they tell you they are injured or if you suspect they may be injured.
- c. Lynn is the only person who can assess a potential injury and clear them to practice again.
- d. In the case of a serious injury, the athlete must have a medical release from their doctor before they can practice again.
- e. Anti-Bullying and Harassment Protocol.
 - i. Zero tolerance policy per school district. Violations are to be reported to AD Stecker who will assume control of the situation

6. Home Meet

- a. Participate in the pre meet set up at Kingston 9:00am coordinated by AD Stecker
- b. Meet assistance wherever it is necessary (Hurdle crew, Jumps, Throws, etc.)
- c. Ensure the athletes are on task during the meet
- d. Participate in post meet set down helping move rakes, pits, hurdles an necessary

7. Drake Relays and State Meet

- a. Use the [Remind App](#) to communicate with athletes, coaches and parents
- b. Plan and send out weekend itinerary to athletes and parents (See Form CRKG)
- c. Meal Money will be allotted \$12.00 per day per athlete by the school. It will be given to the athletes prior to leaving the High School by the coaches on the day we depart.
- d. Make sure parents are on the remind app with coaches so they are aware of where we are at all times
- e. Contact parents immediately in case of an emergency
- f. Shuttle the participating athletes to and from Des Moines and Drake Stadium
- g. Check into the hotel (Usually the Courtyard by Marriot in Ankeny off from I-35)
- h. Plan team meals for the weekend. Usually includes one trip to the Jordan Creek Mall.
- i. Ensure the athletes are on task during the meet
- j. Pick up team medals at Drake Stadium prior to departing to Cedar Rapids
- k. Camp is to be setup inside the Drake Stadium Field House

8. Coach-Athlete Out of Season Contact Rules (IGHSAU)

- a. As per the Coach-Athlete Out of Season Contact rule, all in-person contact between coaches/administrators and student-athletes in all sports is prohibited.
- b. Sport specific virtual (video, phone, social media, etc.) contact between coaches and athletes in all sports is prohibited. However, virtual “wellness” check-in with athletes is permitted.
- c. Posting links to articles and videos (not produced by the coach) is permitted. Sending such links to individuals or groups of students is not permitted.



- d. No live and/or group strength and conditioning demonstration or specific instruction is permitted. A strength and conditioning coach may share (including links to) articles and individual workout videos (including coach-created). None of these may be sport-specific and must be shared with all students in the school; not select students. Coaches may not require athletes to complete workouts nor require athletes to report workouts completed.