

A PRE-SEASON CHECKLIST FOR COACHES

_____ 1. Inspection Completed:

- _____ of equipment
- _____ of apparatus
- _____ of facility/field
- _____ of locker areas

Deficiencies reported to:

Date: _____

_____ 2. Practice Plans Prepared:

- _____ Master plan completed (tells what skills and techniques to be taught and the teaching method to be used in detail)
- _____ Weekly plan forms prepared
- _____ Daily plan forms prepared

_____ 3. Safety-Emergency Care Equipment Prepared:

- _____ Medical kits checked
- _____ Access to ice arranged
- _____ Emergency telephone checked
- _____ Emergency plan prepared and posted
- _____ Arranged for authorized transportation
- _____ Arranged for Emergency transportation
- _____ First Aid equipment accessible (Air splints, rigid splints, oral screw, stretcher, spine board, blankets)

_____ 4. Squad Rosters Prepared

- _____ Emergency cards available
- _____ Physical condition of individuals noted
- _____ Conditioning regimen prepared, taking into account individual needs

_____ 5. Risk-Awareness Obligation Prepared for:

- _____ Instruction regarding risks planned
- _____ Written materials ready for distribution
- _____ Safety precautions planned
- _____ Signs made and posted

_____ 6. Staff Prepared:

- _____ Instructional Plan
- _____ Provisions for risk – awareness
- _____ Safety Precautions
- _____ Supervision responsibilities
- _____ Continuing inspection of Equipment and facilities
- _____ Emergency Plan

_____ 7. On File:

- _____ Insurance verification
- _____ Parent waiver form
- _____ Physical exam form

CHECK-LIST COMPLETED:

SIGNATURE: _____

DATE: _____