



# Oxnard Union High School District

## VOLUNTEER PERMISSION/TEMPORARY COACHING FORM

Student Teacher       Paid Coach <sup>1</sup>\*HRA       Volunteer Coach       Other, Type: \_\_\_\_\_

Name: (please print) \_\_\_\_\_ SSN# \_\_\_\_\_

Address: \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

Phone Number(s): Home: \_\_\_\_\_ (Cell) \_\_\_\_\_ Email: \_\_\_\_\_

Direct Supervisor: \_\_\_\_\_ Phone \_\_\_\_\_

School Site: \_\_\_\_\_ Sport (if applicable): \_\_\_\_\_

**PLEASE READ THE FOLLOWING SECTIONS CAREFULLY.**

The non-certificated person selected as Coach is at least 21 years of age.

**IF YOU ARE APPLYING TO BECOME A COACH YOU WILL NEED TO COMPLETE SECTION 1, ALL OTHER APPLICANTS SKIP SECTION 1 AND REFER TO SECTION 2.**

**SECTION 1:**

**THE MINIMUM COMPETENCIES LISTED BELOW MUST BE ATTACHED TO THIS FORM WHEN SUBMITTING IT TO THE DISTRICT OFFICE.**

**Minimum Competencies:**

- 1) First Aid and Emergency Procedures: (attach copy of current proof of completion)
  - Valid American Red Cross First Aid Card | Expiration Date: \_\_\_\_\_
  - Valid CPR Card | Expiration Date: \_\_\_\_\_
  - Valid Water Safety Training for coaches Card [Water Polo & Swimming coaches] | Expiration Date: \_\_\_\_\_
  - Concussion Management Training (NFHS) | Date Completed: \_\_\_\_\_
- 2) Coaches Education Certification
  - National Federation of High Schools Coaching Principles (NFHS) [ Interscholastic Coaches ] | Date Completed: \_\_\_\_\_
  - AACCA Certification [Cheerleader Advisors] | Date Completed: \_\_\_\_\_
- 3) ARMATUS Training (Child Abuse and Sexual Harassment)
  - Sections 1-4 (Child Abuse/Sexual Harassment) | Date Completed: \_\_\_\_\_
- 4) Mandated Reporter Training (AB1432) | Date Completed: \_\_\_\_\_
- 5) Proof of Freedom of Tuberculosis (TB Test) | Date Completed: \_\_\_\_\_

**ALL OTHER APPLICANTS WILL NEED TO COMPLETE SECTION 2.**

**SECTION 2:**

**THE ONLINE TRAININGS LISTED BELOW WILL BE EMAILED TO YOU AFTER YOU HAVE SUBMITTED THIS FORM TO THE DISTRICT OFFICE.**

- 1) ARMATUS Training (Child Abuse and Sexual Harassment)
  - Sections 1-4 (Child Abuse/Sexual Harassment) | Date Completed: \_\_\_\_\_
- 2) Mandated Reporter Training (AB1432) | Date Completed: \_\_\_\_\_
- 3) Proof of Freedom of Tuberculosis (TB Test) | Date Completed: \_\_\_\_\_

I have read the information on the back of the Volunteer Permission/Temporary Coaching Form and concur with the conditions set forth by the Oxnard Union High School District.

\_\_\_\_\_  
SIGNATURE OF APPLICANT

\_\_\_\_\_  
SIGNATURE PRINCIPAL/ADMINISTRATOR

\_\_\_\_\_  
SIGNATURE OF ATHLETIC DIRECTOR (If applicable)

\_\_\_\_\_  
DATE

<sup>1</sup> For Paid Coaches, must submit a Human Resources Authorization/Position Authorization.



# Oxnard Union High School District

## VOLUNTEER PERMISSION/TEMPORARY COACHING FORM

### CONDITIONS

1. All volunteers performing tasks must have approval of the Oxnard Union High School District
2. Volunteer Help is defined as those in positions in which adults are performing duties without compensation for example: chaperones, classroom aides, advisors, etc.
3. Prior to assuming a volunteer, coach or student teaching position to work with students in a district-sponsored student activity program a volunteer must submit proof of freedom from Tuberculosis.
4. Prior to assuming a volunteer position working with pupils in a district-sponsored activity program, a volunteer, coach or student teacher must obtain live-scan clearance through a criminal background check completed by the California Department of Justice (DOJ) and the Federal Bureau of Investigation (FBI)
5. All accidents/injuries must be reported immediately to the supervisor of the applicant.
6. The volunteer, coach or student teacher does not have the legal right or responsibility to act on behalf of an assigned certificated staff member regarding instructional matters
7. Although volunteers, coaches and student teachers can provide regular services to students, they are required to be supervised at all times.
8. Volunteers, Coaches and Student Teachers are to refer all discipline situations or problems to staff
9. A new form must be submitted if the volunteer's services substantially change.
10. Approved volunteers, Coaches and Student teachers are not employees of the Oxnard Union High School District and are not entitled to medical insurance provided to employees.
11. Volunteers, Coaches and Student Teacher assignments may be terminated if service is unsatisfactory or no longer needed by the school district at any time.

- The District has first determined that the non-certificated person has not been convicted of any offense referred to in E.C. Section 44940 or any other offense involving moral turpitude or evidencing unfitness to associate with children. **LIVESCAN CLEARANCE MUST BE RECEIVED PRIOR TO INDIVIDUAL PROVIDING SERVICE OR HAVING CONTACT WITH STUDENTS.**
- The District has on file a medical verification that the non-certificated person is free from Tuberculosis and any other contagious diseases. (Paid positions only)
- Verification that the candidate is at least 21 years of age.

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DIRECTOR OF HUMAN RESOURCES

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DATE