

- 19.14.1 Whenever the eligibility of a student is protested in the manner described above, a representative of the school which the student attends shall notify the student of his/her protested ineligibility and right to apply to the WIAA District Eligibility Committee as prescribed in Article 19 of the Handbook concerning his/her eligibility.
- 19.14.2 In addition to the above, the District Eligibility Chairperson may appoint a Fact Finder to investigate matters pertaining to the protest. Refer to Appendix 11, Procedures for WIAA Fact-Finding.
- 19.14.3 In addition to the above requirements, the District Eligibility Chairperson may, as an added condition of eligibility, require that a transferring student submit a WIAA Previous School Statement. This form must be signed by the principal of the school from which the student has transferred, indicating the principal's approval of athletic eligibility for the transferring student. A copy of the signed form must be retained on file in the school office for the duration of the student's attendance at that school.
- 19.14.4 Unless such written protest is submitted by that member school at least seven (7) school business days before the student's first opportunity to participate in an interscholastic contest, the student shall remain eligible during the appeal process provided for in Article 19 of this Handbook.

20.0.0 COACHES

PHILOSOPHY OF COACHES: *Coaches are primarily responsible for imparting valuable educational experiences to student participants. Therefore, the WIAA believes that all coaches should have training in at least the essential areas of study required for a physical education teacher's endorsement in Washington secondary schools and the NFHS Coaches Education Program.*

- 20.1.0 EMPLOYEE OF THE DISTRICT** - No school team or individual contestant shall be eligible to represent a school in an athletic contest unless the coach is an employee of the school district in which he/she coaches. This requirement applies to all paid and/or volunteer coaches. Volunteers become representatives of the District, and may serve as coaches, only upon registration, approval and authorization of the school district Board of Directors.
 - 20.1.1 Coaching stipends and all gifts to a coach exceeding a total of \$500 in a season must be approved by the school's board of directors.
- 20.2.0 SUPERVISION** - A school appointed coach, or another appointed member of the school faculty, must accompany any school team (or individual) at any time in connection with school sponsored interscholastic competition.
- 20.3.0 TRAINING** - Interscholastic coaches, paid and/or volunteer, shall have training in at least the essential areas of study required for a physical education teacher's endorsement in Washington secondary schools and the NFHS Coaches Education Program. For initial employment as a paid and/or volunteer interscholastic coach, an individual must meet the following requirements:
 - 20.3.1 **COACHING REQUIREMENTS** - Described below are the minimum standards for a paid and/or volunteer interscholastic coach for employment, progressive employment, and continuous employment.
 - A. Hold a valid current First Aid Certification or have completed a School District approved Athletic Training/Sports Medicine course equivalent to the Red Cross First Aid Card training or be enrolled in a First Aid class. A Sports Medicine course is to include prevention of injuries, recognition of injuries, emergency on-site procedures including transporting the injured, and rehabilitation of injuries. If a Sports Medicine course is used to fulfill this requirement, it must be renewed every three (3) years.
 - B. Hold a valid current "hands-on" CPR Certification or be enrolled in a "hands-on" CPR Course.
 - C. Red Cross Safety Training for Swim Coaches or Lifeguard Certification is required for all swim coaches. Red Cross Safety Training for Swim Coaches, U.S. Diving Safety certification or Lifeguard Certification is required for diving coaches.

Each team must have a certified swim coach on site during practice and competition in order for an athlete(s) to be eligible to participate in swimming.

Each team must have a certified dive coach on site during practice and competition in order for an athlete(s) to be eligible to participate in diving.
 - D. "Hands on" pole Vault Coaches Training is required for Pole Vault Coaches. Coaches must be recertified every three (3) years with "hands on" training to be required the first year and either the "hands on" training or completion of WIAA-approved online courses in subsequent years.

Each team must have a certified pole vault coach on site during practice and competition in order for an athlete(s) to be eligible to participate in pole vault.
 - E. Stunt Certification is required for Cheer Coaches and dance/drill coaches who intend to have their cheer or dance/drill squad(s) perform stunts. The certification program must be approved by the Washington State Cheer Coaches Association, the Washington State Dance/Drill Coaches Association, and the WIAA. Coaches must be recertified every three (3) years with "hands on" training to be required the first year and either the "hands on" training or completion of WIAA-approved online courses in subsequent years.

Each team must have a stunt certified coach on site during practice and competition in order for an athlete(s) to be eligible to stunt.

- F. All Middle School and High School football coaches must complete school-district approved technique specific safety training similar to “Heads Up Football”. The training must include, but is not limited to, Safer Tackling Techniques and Drills, Helmet and Shoulder Pad fitting, Concussion management with Return to Play Protocols following a concussion, Heat and Hydration training and Sudden Cardiac Arrest training. Football coaches will be required to repeat this training every three years.
- G. The Employing School District will require for paid and/or volunteer coaches:
 - 1. Washington State Patrol Criminal History Information Form required by RCW 43.43.830.
 - 2. The OSPI Moral Character Supplement Form.
- H. The Coach Must Satisfy the Following Requirements:
 - 1. Be a high school graduate or have completed a graduation equivalency diploma (GED) program, except as in d. below
 - a. Be at least 21 years of age to be a head coach.
 - b. Be at least 19 years of age to be an assistant coach except as in d. below.
 - c. Hold a valid current First Aid Certification and “hands-on” CPR Certification or be enrolled in a First Aid Certification and “hands-on” CPR Course.
 - d. High school students may serve as middle level volunteer assistant coaches during the designated middle school season when under the direct supervision of the middle level coach. These high school students must meet WIAA coaches standards minimum requirements to hold a valid First Aid Certification and a valid CPR card.
 - 2. **Head Coach - High School** - Annually complete the WIAA general rules clinic and the WIAA approved rules clinic for the sport being coached prior to the end of the third week of the sports season.
 - a. **DEFINITION OF A HEAD COACH** - A head coach is that person in charge of the highest level team for that building (e.g.), the person responsible for the highest level (varsity) team in a building that houses grades 10-12 is the head coach; the person who is responsible for the highest level team in a building that houses grades 7-9 is the head coach.
 - 3. **Head Coach - Middle Level and Assistant Coaches, High School and Middle Level** - The WIAA recommends, but does not require, that the head coach at the middle level or junior high level and the assistant coaches at both the high school and middle level or junior high level annually complete the WIAA general rules clinic and the WIAA approved rules clinic for the sport being coached prior to the end of the third week of the sports season.

20.3.2 **ENTRY LEVEL COACH REQUIREMENTS (Paid and/or Volunteer Coaches)** – An entry level coach is in his/her first two (2) years of coaching employment.

- A. **Paid Coaches:** Before the beginning of the third year of coaching employment, a member school coach (paid or volunteer) must meet the entry level coaching standard by either completing the class and successfully passing the test of the ASEP Coaching Principles Course or the NFHS Coaches Fundamentals Course, or attending all sessions of the WIAA Coaches School or other Coaches Schools as approved by the WIAA or must have completed a total of at least thirty (30) hours of coaches education courses. A paid coach remains at the entry level and earns an additional fifteen (15) hours of coaching education courses within the next three (3) years of coaching and then advances to the continuous training level. (NOTE: Volunteer coaches are exempt from the continuous training standard.)
- B. **Volunteer Coaches:** Must complete a coaching effectiveness training class as provided by the WIAA or a school district approved coaching course equivalent to the ASEP Coaching Principles Course or the NFHS Coaches Fundamentals Course and approved by the WIAA, or complete a total of at least thirty (30) coaches education hours. Training must be completed before the beginning of the third year of coaching. Volunteer coaches are encouraged to obtain a minimum of fifteen (15) clock hours of coaching standard courses during any three (3) year period of coaching.

20.3.3 **CONTINUOUS TRAINING LEVEL REQUIREMENTS–(Paid Coaches)**

After completion of the entry coach level, during each subsequent three (3) year period of coaching, must obtain a minimum of 15 coaches education hours of approved coaches standards courses selected or prescribed by the employing school district shall be completed by all coaches.

- A. An individual who has earned a Physical Education major or minor and/or a Coaching major or is considered to have completed the WIAA Entry Coach Level requirements and shall only be required to meet the Continuous Training Level.
- B. An individual who coached five (5) of seven (7) years prior to the 1994-95 school year, a cheer coach prior to the 1996-97 school year, or a dance-drill coach prior to the 1998-99 school year, shall be grand-fathered and is considered to have completed the WIAA Entry Coach level requirements shall only be required to meet the Continuous Training level.

20.4.0 PROGRESSIVE LEVELS OF COACHING STANDARDS- (OPTIONAL STATUS)

Should an individual wish to work toward professional fulfillment in the coaching profession, he/she must earn 60 coaches education hours and have four (4) years of interscholastic coaching experience for the experienced coach level, and 90 clock hours and have six (6) years of interscholastic coaching experience for the preferred coach level.

20.4.1 EXPERIENCED COACH STANDARD (Optional status)

- A. Four years of interscholastic coaching, and a total of sixty (60) coaches education hours shall be completed from three (3) or more of the Coaching education areas. (Additional 30 course hours beyond Beginning Coach Standards).
- B. Demonstrate understanding and knowledge of School District and WIAA Interscholastic Activities policies.

20.4.2 PREFERRED COACH STANDARD (Optional status)

- A. Six (6) years of interscholastic coaching and a total of 90 coaches education hours shall be completed with a minimum of six (6) hours from each of the five (5) coaches education categories listed below. (Additional 30 hours beyond the Experienced Coach level.)
- B. Demonstrate understanding and knowledge of School District and WIAA Interscholastic Activities policies.

20.5.0 COACHES EDUCATION CATEGORIES (Knowledge and Skills)

20.5.1 Medical aspects of coaching - Health and Welfare

- A. Care and Prevention of student injury
 - 1. First Aid
 - 2. CPR Certification
 - 3. Athletic Training/Sports Medicine
 - 4. Chemical and Substance Abuse
 - 5. Injury Rehabilitation
- B. Kinesiology
- C. Exercise Physiology

20.5.2. Legal Aspects of Coaching - Litigation, Liability

- A. School Physical Education, Sports, or Athletic Law
- B. Annual review of rule changes and application of rules
- C. School Board Policies, WIAA Rules, School Law

20.5.3 Psycho/Social Foundations

- A. Sociology and Psychology of Sports (adolescent psychology, sports sociology and psychology, motivation, dealing with substance abuse.)
- B. Philosophy of Interscholastic Activities Programs

20.5.4 Coaching Techniques

- A. Instructional methods in physical education/activities
- B. Instructional methods in physical education for handicapped
- C. Instructional methods in interscholastic sports

20.5.5 Philosophy/Sports Management/Pedagogy

20.5.6 Providers of clock hours - Upon WIAA approval of course outline and instructor, coaching education clock hours may be obtained from an accredited university or college, WIAA-approved offering or an OSPI named provider.

20.6.0 COACHES EDUCATION COMPLIANCE - Only paid and/or volunteer coaches who have met the coaches standards are eligible to coach or be involved in a practice or competition.

If a school district has more restrictive coaching standards, the coach will be held to the more restrictive standard.

- 20.7.0 SHARED COACHING** - The WIAA Executive Director may approve shared coaching in diving, pole vaulting and gymnastics that have been determined to pose a safety or health concern for student athletes due to the qualifications or lack thereof of available coaching staff. Prior to approval the following criteria must be documented or verified to the Executive Director by the requesting member school:
- 20.7.1 The requesting school district has determined no qualified coaching is available, and the shared coach is qualified and approved (employed) by the local school district in compliance with Coaching Standards as set forth by the WIAA.
 - 20.7.2 The "specialized" program must be made available to all athletes in that event (e.g., under the safety purposes of this permissive rule, if a school sends one pole vaulter to a shared coach, the school must send all pole vaulters from the school).
 - 20.7.3 Coaching will be only during the WIAA adopted season for the sport.
 - 20.7.4 Approval must be requested during the first year of each classification period.
 - 20.7.5 Each team must have a certified swim coach on site during practice and competition in order for an athlete(s) to be eligible to participate in swimming.
 - 23.7.6 Each team must have a certified dive coach on site during practice and competition in order for an athlete(s) to be eligible to participate in diving.
- 20.8.0 NEGATIVE COMMENTARY/BY COACHES AND/OR OFFICIALS** - The WIAA prohibits negative commentary or statements to the media or general public in any form relative to officiating prior to, during, or following any interscholastic activity or athletic event. This rule applies equally to members of the Washington Officials Association relative to coaching tactics or administrative responsibilities.

21.0.0 OFFICIALS

The control, supervision and regulation of school officials shall be under the direction of the Washington Officials Association or any other voluntary nonprofit entity.

- 21.1.0 REGISTERED OFFICIAL** - A registered official is properly enrolled with the Washington Officials Association, has paid the appropriate association/board dues and is eligible to officiate sub-varsity interscholastic contests only.
- 21.2.0 CERTIFIED OFFICIAL** - A Certified official is a registered official who has attended a WIAA/WOA rules clinic for that sport, has attended the required number of association/board meetings, passed the sport rules test, has an acceptable criminal history background check form on file, and is eligible to officiate ANY and all levels of interscholastic competition.
- 21.3.0 REQUIRED NUMBER OF OFFICIALS** - The WIAA Executive Board supports the number of officials required by the National Federation Rulebook for that sport. If a league elects to use less than the required number of officials, each school in that league assumes all liability and responsibility as such.
- 21.4.0 USE OF REGISTERED OFFICIALS** - The Washington Officials Association registers officials in baseball, basketball, football, gymnastics, soccer, softball, spirit, volleyball and wrestling. Only officials registered with the Washington Officials Association or have reciprocity through another state officials association are eligible to officiate regularly scheduled contests for all sports and at all levels of play sanctioned by WIAA.
- 21.4.1 School representatives do not have the authority to solicit officials directly for contests. All assignments must be made by and through the appropriate assigning secretary for the respective officials' association/board.
 - 21.4.2 **STUDENTS AS OFFICIALS** - A student shall not be used as an official unless the student is a member of the Washington Officials Association in that sport.
A student may be employed by his/her school, a recreational department, or community as a sport official without jeopardizing his/her amateur standing.
- 21.5.0 PROCEDURE TO USE NON-REGISTERED OFFICIALS** - Should schools find it necessary to use non-registered officials, permission may be granted. In such event, application must be made to the WIAA Executive Director well in advance of the date of the contest.
- 21.5.1 The required procedure for requesting use of non-registered official is as follows:
 - A. Date of contest(s) and officials to be used should accompany the request.
 - B. Documented consent of the other school approving the officials to be used should be obtained in advance of the contest(s).
 - C. Request sent to the WIAA Executive Director in advance of the contest.
 - 21.5.2 In emergency situations when (1) An official's association/board is unable to supply officials for a particular schedule or individual contest, or (2) the scheduled official fails to show up, an official may be selected from a pool of individuals who have met the following criteria:
 - A. Passed the current National Federation rules test for that particular sport; or
 - B. Completed the WIAA/WOA online rules clinic for that particular sport.