

Coach To-Do List

1. Check your TEAM ROSTER and 1601 forms.
 - a. Verify that you have a 1601 for each player on the roster.
 - b. Verify that each 1601 has a parent signature at the bottom.
 - c. Check each 1601 for pertinent medical information.
 - d. Verify that each 1601 has a uniform size. This will be found in the top left corner (YS=youth small, AM=adult medium, etc)
2. Make your phone calls.
 - a. Introduce yourself as 'name of child's soccer coach
 - b. Give date, time and location of parent meeting and state whether or not practice will follow meeting. If 1st practice will be the same day, remind parents that shin guards **MUST** be worn and suggest that each child bring an appropriately sized soccer ball (U-6: size 3, U-8 through U-12: size 4, U-14 and older: size 5)
 - c. Inform parents if you are still in need of an assistant coach and/or team parent. If they are interested, make the duties that are important to you **VERY** clear.
 - d. Allow parent to ask questions.
3. Hold parent meeting.
 - a. Introduce yourself and explain why you are coaching. Briefly offer any prior experience in coaching, soccer or child development.
 - b. Distribute parent package which may contain:
 - i. Welcome letter including practice days, times and locations, shin guard and ball requirements, your expectations and what they can expect from you, your name and phone number.
 - ii. Informal Roster, including coach and team parent phone numbers
 - iii. Game schedule, if received. Otherwise, just inform number of games and when and where they are played.
 - iv. CYSO Season Rules
 - v. Parent/Player/Coach Agreement: Ask parents and players to sign and return by end of meeting (You may want to make copies for the parents to keep).
 - vi. Referee Signals
4. Read CYSO Coach Information prior to first practice.
5. Remember to bring binder with roster & 1601s to **EVERY** practice and game. Enjoy your season.
6. Return **ENTIRE** binder, including roster and 1601's **AFTER** your last league game. **THIS MUST BE DONE BEFORE YOUR TEAM CAN RECEIVE TROPHIES.**