

## ***Jonesboro Public School Volunteer Coach***

To become a volunteer coach you must take appropriate steps and follow the JPS Athletic Department policy.

All volunteers who intend to act as head coaches or assistant coaches must:

1. Be at least twenty-two (22) years of age; and
2. Meet the requirements adopted by the Arkansas Activities Association (AAA) to volunteer for any athletics program for grades seven (7) through twelve (12).
3. Background Checks for Volunteers for the purposes of this policy, "clear background check" means that:
  - A background check was performed on the potential school volunteer in accordance with A.C.A. §§ 12-12-1601 et seq.;
  - The potential school volunteer has not committed any of the crimes or offenses contained in A.C.A. §§ 6-17-410, 6-17-411 or 6-17-414 according to both the National and Arkansas background checks; and
  - The potential school volunteer's name was not found on the Child Abuse Central Registry; and
  - The Arkansas Educator Licensure System does not indicate the potential volunteer to: Have a currently suspended or revoked educator's license; or
  - Be the recipient of a current Level 3 or Level 4 public notification of ethics violation.
4. Set up a meeting with the Athletic Director to review paperwork and intentions.
5. Get approval from the building principal, head coach of the sport and athletic director.

### ***Student Interns wishing to help coach***

1. Student Interns must be assigned to the school from a university to meet requirements for a particular class.
2. Students can only help coach while they are in the particular class that is requiring observation hours.
3. Student interns must be insured by the university during observation hours of the classroom, practice, travel, and games. (The athletic director has the right to request this information.)
4. Student interns must meet with the head coach, building principal, and athletic director before starting any observation or coaching duties.
5. Student interns will need to fill out the student intern form before starting to help with any program.

**Student Intern Form**

Name: \_\_\_\_\_

Contact Number of Student Teacher \_\_\_\_\_

Class Requiring Observation: \_\_\_\_\_

Professor or Advisor Supervising Teacher: \_\_\_\_\_

Contact Number of Student Teacher \_\_\_\_\_

University of student teacher: \_\_\_\_\_

Dates of the class requiring observation (First day of class and last day) \_\_\_\_\_

*Student teachers are only allowed to observe during the time that the class is active.*

Does the university insure that this student teacher is covered by the university's insurance? Yes No

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**Student teacher and advisor must complete**

Student interns are required to follow all JPS teacher and coaching school policies.

Student interns who violate school policies or rules, or knowingly allow students to violate school rules, may be asked to leave the school campus.

All information above is correct and has been reviewed by the student teacher and advisor.

I understand that, I'm expected to act in a professional manner at all times. I will make sure that I have met the requirements and turned in all paperwork to the Athletic Director.

\_\_\_\_\_  
Student Teacher

\_\_\_\_\_  
Date

\_\_\_\_\_  
Professor/ Advisor

\_\_\_\_\_  
Date

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**JPS Athletic Department Use Only**

The JPS Athletic Director has reviewed all paperwork and has met with the student teacher.

Approved \_\_\_\_\_

Not Approved \_\_\_\_\_: Reason:

\_\_\_\_\_  
Athletic Director

\_\_\_\_\_  
Date