

POLICY STATEMENT		POLICY #:	502
DEPARTMENT:	Parks, Recreation & Cultural Resources	REVIEWED DATE:	9/2/2014
TITLE:	Youth Head Coach Refund Policy	EFFECTIVE DATE:	3/17/2011
		REVISED DATE:	9/2/2014
		PREPARED BY: Jason P. Simpson, Athletic Supervisor	
		APPROVED BY: Jerry Allen Director	

PURPOSE: To establish a refund policy for one child of a youth athletics head coach.

- POLICY:**
- 1) Everyone who has been selected by the Morrisville Athletic staff to be a head coach must meet all the criteria for being a head coach:
 - a) All potential coaches must complete a **Coach Application**
 - b) All potential coaches must submit and pass a **Coach Background Check.**
 - c) All potential coaches must attend their preseason coaches' meeting for their respective league or send a proxy in their stead.
 - d) All potential coaches must attend the National Youth Sports Coaches Association (NYSCA) preseason meeting to become a certified coach.
 - a) MPRCRD will provide certification classes each season for its head coaches.
 - b) MPRCRD will pay the annual certification fee for all its head coaches.
 - 2) Head Coaches Applications will be reviewed and coaches assigned to teams (assuming all criteria listed above are met) in the order in which they're received.
 - 3) In order to be eligible for a refund, Head Coaches must coach a minimum of 75% of the league's scheduled games with no formal written disciplinary action taken against them.
 - 4) After all criteria have been met, MPRCRD Athletic staff will issue a refund at the completion of the season in the amount of the sports' resident registration fee to all classified head coaches for their child they are coaching (only one child's refund per team coached).
 - 5) Should a head coaches' child be unable to play the whole season (preventing the coach from meeting the 75% requirement), no refund will be issued unless it is due to a medical condition verified by a physician.

POLICY AUTHORITY: Director of Parks, Recreation and Cultural Resources
919-463-7111

RELATED POLICIES: Fees and Charges Policy 702; Volunteer Background Check Policy 510

IMPLEMENTATION PROCEDURES: At the completion of the season, MPRCRD Athletic staff will issue a refund in the amount of the appropriate resident registration fee to qualifying head coaches.