



## Reminders for WRSSBA Coaches and Managers

Thanks so much for stepping up to coach and manage our players this year!

Please review the following reminders and complete required tasks.

**Please keep a copy of this in your Coaching Binder for reference.**

**Criminal Record Checks:** **All** WRSSBA Coaches, Assistant Coaches Team Managers, Executives, Adult umpires and all persons with direct contact with players **must** complete their Criminal Record Background Checks **ASAP**.

*Coaches cannot commence coaching activities until this is completed.*

Click [here to complete your Criminal Record Check](#)

WRSSBA access code is **QR9DRS7BS6**.

**IMP: Please take note of your "Session ID #" or take a screenshot for confirmation that you have applied, as proof of completion.**

When you apply online there are three scenarios that may arise:

- 1) You apply online successfully and receive a confirmation that it has been submitted. You will see a Session ID #/ Service # that you need to record as verification that you have applied.
- 2) You apply online and receive a notice that additional ID verification is required. Print the 3 page notice and send to [wrssbahr@gmail.com](mailto:wrssbahr@gmail.com) to verify your identity; after WRSSBA signs off we will submit the completed ID Verification form to the Ministry.
- 3) You apply online and receive notification from the Ministry that you must attend "in-person" for fingerprinting. If this occurs you will receive instructions on how and where to complete this.

**We no longer have the option of doing "in-person" criminal background checks at RCMP detachments.**

**(Note:** Criminal background checks are sport-specific and need to be completed every two years; we cannot accept ones that were conducted for other sports earlier this year; if you did not complete one for WRSSBA last year, you must do one this year)

Results will be automatically sent to WRSSBA

If you are unsure if you completed last year contact Heather @ [wrssbahr@gmail.com](mailto:wrssbahr@gmail.com)

## **IMPORTANT NOTE:**

Under **no circumstances** is a coach permitted to travel alone with a player to or from any game, practice or WRSSBA event. (Unless he/she is their own child). In addition, a coach is not permitted to be at any facility, (field, training center, etc) alone with a player unless the player is a son/daughter of the coach.

### **Covid Safety Protocols:**

Teams may gather with their full rosters

Currently ONLY practices/skill development is allowed

No games, scrimmages, (intersquad) are permitted

Verbal symptom screening and **attendance tracking** must be performed **daily**.

No spectators are allowed

Dugouts cannot be used

Participants must remain 6 ft apart during practices and must not share equipment, (sanitize as necessary)

Players should sanitize their hands upon arrival

\*Division specific protocols will be provided by your division coordinator

### **Cancelled/Postponed Game Procedure:**

If you have a rain-out or have to cancel or reschedule a game, (inclement weather, etc.), please notify:

1) **Umpire Allocator:** [mctubbs@icloud.com](mailto:mctubbs@icloud.com) or 778-549-9756

Contact ASAP, (at least 2 hours prior whenever possible), as umpires are paid in full if they don't have 90 minutes notice.

2) **Volunteer Coordinator: (Pending)**

(\*we also need to cancel scheduled concession volunteers)

[wrssba.steph@gmail.com](mailto:wrssba.steph@gmail.com)

3) **Concession Operators: (Pending)**

- For SSAP Games contact:  
[garyb@telus.net](mailto:garyb@telus.net)
- For Centennial Games Contact:

[wrssbahr@gmail.com](mailto:wrssbahr@gmail.com)

### 3) Field Allocator:

[webmaster@wrssba.com](mailto:webmaster@wrssba.com)

- Pls advise WRSSBA Field Allocator if your change frees up a timeslot that our Allocator can reassign to another team that may be looking for field time.

**Uniforms Deposits:** (Not applicable for Rally Cap Divisions) **Please collect a post-dated cheque** for \$80.00 from each of your players, (Payable to WRSSBA and dated July 1, 2020). Please note your players' jersey #'s on the cheques. Hold onto these cheques until the end of the season. If a player doesn't return his/her jersey then the association will cash the cheque.

**Medical Forms:** Each player must complete a medical form and coaches are *required to keep them in their coach binder at all times*. Medical forms can be found on the website under Resources, Required Forms:

<http://www.wrssba.com/required-forms>

**Coaches Forms:** These can also be found on the WRSSBA Website under Resources, Players or Coaches:

Please ensure your Coach/Manager Code of Conduct Forms are completed and forwarded to your Division Coordinator

- Coaches' Code of Conduct Form: (To be completed by all coaches, assistant coaches and managers)

<http://www.wrssba.com/required-forms>

**Photo Day:** Will be held on Saturday, **May 29<sup>th</sup>, 2021** at SSAP,. You will have the opportunity to book your team's timeslot in the near future. (More info and team order forms will be sent out shortly).

**Field Contracts/Permits:** Coaches are required to carry copies of WRSSBA field permits with them in their coaching binders at all times. (attached)

**Please print them off and keep a copy with you.**

Please do not use other fields other than the fields WRSSBA have a permit to use and do not use fields at times not allocated to you. Contact WRSSBA Scheduler/Allocator if you have questions about scheduling.

[webmaster@wrssba.com](mailto:webmaster@wrssba.com)

**Link to Teamsnap Help:**

<https://helpme.teamsnap.com/>

## Volunteer Credits:

WRSSBA will automatically track Coaches, Assistant Coaches and Team Managers volunteer credit for the 2021 season to ensure you get credit for being a volunteer.

## Parent Volunteers Credits:

Families who wish to volunteer to get their 2021 credit can claim volunteer opportunities on our website. Shifts will be available soon. Families will be notified when volunteer opportunities are available.

*Please note that families who chose to "opt-out" of the volunteer program during registration are **not exempt** from performing "team" duties" such as scorekeeping or performing field maintenance before or after games. These tasks are required and do not qualify towards the WRSSBA volunteer credit program. Also, occasional assisting with a team does not qualify for volunteer credit.*

Parents can sign up for volunteer duties soon

<https://wrssba.com/volunteer-activities-signup/>

## Field Maintenance:

Please rake the field when you are finished your practice or game and replace any mound/home plate tarps. More field maintenance info will be provided shortly.

## Coach Training:

- 1) BC Minor Coaches Conference will be held **March 26-28 (Friday to Sunday)**

Several impactful and knowledgeable speakers will be virtually present

- Registration can be completed here:

[Registration Link](#)

**WRSSBA Member Code for Sign-Up: WHI2151**

- 2) WRSSBA is also implementing a new Practice Support Rotation program for our Mosquito division, followed by Tadpole and Rally-Cap programs. The focus is to have experienced coach trainers attend a team practice, assist and oversee, review resources and practice plans, and answer any questions.

Once indoor gatherings are supported for more than (4) Adult Participants, we will be kick-starting our Hot Stove Nights for all coaches to attend.

Pls contact Jordan @ [jordan@kustomkore.com](mailto:jordan@kustomkore.com) if you require any coaching guidance/assistance or for more details on our ongoing coaching clinics during the season.

Also, pls see website for more coaching resources (training plans, skills and drills, etc.) <https://wrssba.com/coaches/>

## **House Rules**

Coaches are to inform umpires prior to game of any House Rules that are specific to your division.

<https://wrssba.com/rules/>

**Be Safe Have a Great Season!**

**WRSSBA Executive**

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<https://wrssba.com/>