

LAKE NELSON SEVENTH-DAY ADVENTIST SCHOOL  
Coaching Application



*Empowering Students Through Christian Education*  
555 South Randolphville Road -Piscataway, NJ 08854-5092  
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# **LNS LIONS ATHLETICS TEAMS:**

**\*\*Spots on teams are limited and will go to the first registrars: Boys and Girls are welcome on all teams\*\***

**You must be in 6<sup>th</sup> grade and up to register to participate on all teams except gymnastics which will be for 3<sup>rd</sup> grade and up.**

**Fall Registration Open:**

**Fall Registration Closed:**

**Fall – 10 Weeks (September, October, November):**

**Soccer (Maximum – 26 Players)\***

September 12, 2016 – November 17, 2016

Practice – 2 days/Week

**Winter Registration Open: \*November 21, 2016\***

**Winter Registration Closed: \*December 16, 2016\***

**Winter – 10 Weeks (January, February, March)**

**Basketball (Maximum – 14 Players)\***

**Gymnastics (3<sup>rd</sup> Grade and up) (Maximum – 26 )\***

January 2, 2017 – March 09, 2017

Practice – 2 days/Week

**Spring Registration Open: \*February 6, 2017\***

**Spring Registration Closed: \*March 3, 2017\***

**Spring – 9 Weeks (March, April, May)**

**Soccer (Maximum – 26 Players)\***

**Softball (Maximum – 24 Players)\***

**Volleyball (Maximum – 16 Players)\***

March 21, 2017 – March 30, 2017

April 24, 2017 – May 30, 2017

**Practice – 2 days/Week**

**Cheerleading Registration Open:**

**Cheerleading Registration Closed:**

**Fall, Winter, & Spring – Cheerleading Squad**

Practice – Schedule given at a later date

(If you wish to join the cheer squad, please see Mrs. Hemmings)

## **GUIDELINES FOR VOLUNTEERS & CAREGIVERS**

Because our society is filled with pain, problems, and litigation caused by improper conduct of adults working with children and youth, it is imperative that those working with children at church have meaningful guidelines for conduct – to protect both themselves and those under their care. As a ministry volunteer, you want parents and others to feel comfortable and confident with you. Here are some practical guidelines:

1. ***Never leave alone a child – or group of children – for whom you are responsible.*** Provide adequate supervision at all times, no matter what.
2. ***NEVER be the only adult*** serving as a caregiver – ALWAYS have at least one other person 18 or older with you.
3. ***Always ask a person’s permission before touching*** him/her anywhere, even when responding to an injury or problem. This is especially true for any area that would normally be covered by a T-shirt and shorts. If an injury is within this area, make sure another adult works with you as you provide care.
4. ***Physical and verbal attack are inappropriate*** and should not ever be used as discipline. “Time out” or “sit-in-that-chair” may be helpful methods with children.
5. ***Kids need to be touched appropriately.*** However, keep hugs brief and “shoulder-to-shoulder” or side-to-side.” Always keep your hands at (not below) the shoulder level. A caregiver kiss is to the forehead or cheek only – not elsewhere. For small children who like to sit on laps, encourage them to sit next to you.
6. ***When taking small children to the bathroom*** – take another adult along, or leave the door open.

**Be aware of the signs and symptoms of abuse; be aware of the legal requirements in your locality for reporting child abuse.** In nearly all places, a caregiver can be held legally responsible for failing to report suspected or actual child abuse.

Be loving, kind, firm, and always thoroughly professional as a caregiver. Working with children and youth at church is not only a privilege; it is also a deep responsibility that must be approached with utmost care.

Adventist Risk Management and the North American Division Secretariat mandate the following rules for leaders. These serve as a protection to you and your ministry against charges of abuse:

- ***The volunteer screening rule.*** All volunteers must complete the screening process described on the Volunteer Ministry Information Form.
- ***The six-month rule.*** Do not recruit a volunteer who has been a church member for less than six months.
- ***The two-person rule.*** Have at least two adults present at all times.
- ***The glass window rule.*** If the door to a classroom does not have glass in or around it, the door should be left open, so that the teacher is in full view.

**I, the undersigned caregiver, have read the guidelines listed above and agree to abide by them. I will obtain a copy of this signed form and keep it for reference.**

Signed \_\_\_\_\_ Date \_\_\_\_\_



SEVENTH-DAY ADVENTIST CHURCH

# Volunteer Ministry Information Form

**Section I PERSONAL (required)** Date of Application: \_\_\_\_\_

Name: \_\_\_\_\_ Social Security Number: \_\_\_\_\_

Permanent Address: \_\_\_\_\_  
Zip Code Street & Number City State

E-mail: \_\_\_\_\_ Phone: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Church: \_\_\_\_\_  
Month/Day/Year

Sex:  Male  Female Marital Status:  Single  Married  Divorced  Separated

Name of Spouse \_\_\_\_\_

Children: Names and Birth Dates

1. \_\_\_\_\_ 3. \_\_\_\_\_

2. \_\_\_\_\_ 4. \_\_\_\_\_

**Section II (required) HEALTH HISTORY**

Do you have or have you had any injury/sickness that might limit your involvement in Youth activities?  
 Yes  No If yes, explain? \_\_\_\_\_

**Section III (optional) EDUCATION**

Highest level of education completed:  None  High School/GED  Some College  AS  BS  
 Technical/Vocation School  MS  
 Ph.D

Year degree/diploma received \_\_\_\_\_ School granting degree/diploma \_\_\_\_\_

**Section IV (optional) EXPERIENCE**

List all experience that might qualify you for Youth Coaching.

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

**Section V (optional)**

**INSTRUCTION ABILITY**

Please list the *athletics* which you are interested in *coaching*.

Please give the sport which you are interested in coaching or assisting in coaching.

\_\_\_\_\_

Please give the sport which you are interested in refereeing or assisting in refereeing.

\_\_\_\_\_

Circle T=Capable of teaching      A=Able to assist      I=Interested in learning to teach:

_____	T A I	_____
T A I		
_____	T A I	_____
T A I		
_____	T A I	_____
T A I		

**Section VI (required min. 2)**

**REFERENCES**

Please list three individuals who know you well enough to recommend you as a Youth staff person.

Name	Address	Phone
1. _____	_____	_____
_____	_____	_____
2. _____	_____	_____
_____	_____	_____
3. _____	_____	_____
_____	_____	_____

**Section VII (required)**

**UNLAWFUL CONDUCT & BACKGROUND**

*As a result of our concern for the safety and protection children and youth, we require all potential volunteers to 1) complete and return this Volunteer Ministry Information form, 2) consent to a voluntary criminal background check, and 3) read & sign the "Guidelines for Volunteers and Caregivers (attached)*

Have you been a victim of child abuse or neglect?       Yes       No

Have you ever been convicted of a felony?       Yes       No

Have you been denied legal custody of your children in any legal proceedings, including divorce decrees or settlements?       Yes       No

Have you ever been (formally or informally) accused Of, charged with, disciplined for, or convicted of any

If you answered yes to any of the items at left, please supply the date place, type of conduct, disposition, and sentence, as applicable.

Unlawful sexual conduct, abuse, child abuse, child  
Neglect, and/or child sexual abuse?

Yes

No

**Section VIII (required signature)**  
**STATEMENT OF ACCURACY**

The information contained in this form is current to the best of my knowledge. I understand that this is strictly a volunteer position, and I expect no remuneration for service and time volunteered.

I authorize any persons giving a reference or churches listed in this form to disclose information that they may have regarding my character and fitness for serving in a volunteer ministry that may involve children or youth. I hereby release any individual, church, or organization from any and all liability for damages which may result to me, my heirs, or family for compliance with this authorization, and agree that the church may maintain this information. My signature on this form confirms my understanding and agreement that: In the event that allegations of criminal or sexual misconduct arise regarding my conduct while I serve in a volunteer capacity, the church will fully cooperate with any investigation. I further state that I have carefully read the foregoing release and understand the contents thereof, and that I sign this release as my own free act. This is a legally binding agreement, which I have read and understand.

Further, I have read and signed the *Guidelines for Volunteers & Caregivers*, and I give my consent for a voluntary criminal background check.

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Lake Nelson Seventh-day Adventists School**  
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## **Coach Responsibility**

The coach is a further extension to the education program provided at Lake Nelson School. It is the responsibility of the athletic coach to educate students in a patient and supportive manner. Each student will be treated with dignity and respect and encouraged to work to their best. The coach will conduct themselves in a responsible and respectful manner. The coach is responsible for the following:

- Coaches will conduct practices and games in a safe physical environment
- Coaches will provide adequate and constant supervision of athletes until they are picked up
- Coaches will be aware of and sensitive to the health and well-being of athletes
- Coaches will be able to provide appropriate emergency care
- Coaches will report suspected child abuse to proper authorities
- Coaches will respect and protect the confidentiality of student personal records
- Coaches will conduct themselves in an ethical manner
- Coaches are expected to be on time for practices and games
- Coaches will instruct by the rules governed by the game
- Coaches will teach students the rules and techniques of the sport
- Coaches will teach and practice good sportsmanship
- Coaches will not involve themselves in any verbal or physical confrontations
- Coaches will abide by school rules and policies as specified in the Lake Nelson School Handbook
- Coaches will show proper respect to each other, students, judges, opposing teams, officials, spectators, and others
- Coaches will carry themselves with dignity at all times and as such will refrain from inappropriate language, behavior and attitudes
- Illegal substance abuse and alcohol use is not permitted
- Coaches must be aware of student grades: Grades must be maintained of a GPA level of 3.0 and above
- Coaches will abide by the rules of the game and respect all judgments and calls made by officials and referees



- Coaches will be gracious with other coaches and opposing team members whether they are losing or winning

- The coach shall not indulge in conduct which would incite players or spectators against the officials. Public criticism of officials or players is unethical.

- Coaches should meet and exchange cordial greetings with the opposing coach to set the correct tone for the event before and after the contest.

- Coaches will maintain a Christ-like attitude in all situations and therefore conduct themselves with good sportsmanship

Coach Signature: \_\_\_\_\_ Date: \_\_\_\_\_