



WARSAW COMMUNITY HIGH SCHOOL ATHLETICS

Athletic Director: Matt Binkerd

Asst. AD: Jeff Hamstra

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COACHES' CHECKLIST

PRESEASON

- Practice schedule to athletics to put in calendar
- Eligibility to athletic office (Amy) – filled out correctly
- Trip Requests
- Schedule Picture Time
- Complete Certifications (Concussion, Sudden Cardiac Arrest, Heat acclimation)
- IHSAA bylaws/policies review (myih saa)
- Rules interpretation meeting (myih saa)
- Coaching staff (including volunteers) – with proper training
- Order needed equipment (use purchase orders)
- Replenish medical kit

DURING SEASON

- Turn updated roster (with numbers, positions, etc) into athletics ASAP after 1st practice
- Complete IHSAA sectional entry list
- Complete IHSAA officials survey
- Nominate appropriate student athletes for postseason awards (academic all state)
- Continue to communicate to your student athletes about areas of improvement

POSTSEASON

- Post season awards banquet
- Turn in end of season awards and records sheet
- Inventory all equipment and uniforms and order new as needed
- Work with athletic office on scheduling
- Preferred list of officials
- Work with athletic director to get correct patches ordered
- Inspect facility and locker rooms for needed repairs and turn into AD
- Schedule end of season evaluation with Athletic Director