

# 2008 Revised Coaches Sign-in

(Effective January 1, 2008)

## Abstract:

Effective January 1, 2008, each and every coach must sign-in and show his or her Coach Membership card (the "Card") to the Clerk of Course prior to the start of each and every session of every Arizona Swimming Sanctioned or Approved swim meet. The Clerk of Course will verify the name and the expiration date on the Card; Coaches with expired cards will not be allowed to coach.

## Details:

The 2008 Card is laminated back-to-back with the front card containing the 2008 USA Swimming Coach Membership Card, and the back card contains the Arizona Swimming Registration card together with important information about when Coach Membership expire. Notice, the number in green on the back of the card displays the month the Coach Membership expires. If there is no number in the green, then the Card expires on December 31, 2008.

**Note well:** Cards are not valid after the expiration date. If the card expires within one month, coaches should allow extra time at Sign-In for the Clerk of Course to verify that the Coach is still a qualified Coach Member. Moreover, if any of the components of the Coach Membership certification have expired, lapsed, or have not been completed, the coach will be barred from coaching at meets or practices until those requirements have been fulfilled and a Coach Membership card has been issued by Arizona Swimming.

There is absolutely no grace period or leniency for Coach Membership renewal or initial certification. Coach Membership may expire during a competition. As a result, a Coach(s) will be barred from the venue for the remainder of the meet. By USA Swimming rule, there are no exceptions. It is the individual coach's responsibility to submit the required information, test results, etc. to Arizona Swimming early enough to receive a current, valid Coach Membership card.

Coach Membership cards must be displayed in a visible manner at all meets. During the course of the meet, both the Meet Referee and / or the Clerk of Course, or their designee, may ask to see your Coach Membership card at any time during competition.

Attached is the revised Coaches Sign-In Sheet with the added column for the expiration month shown on the back of the card. Also attached is a copy of the memo, which is originally provided to each coach with his or her 2008 Coach Membership card.

## Purpose:

This revision in Sign-In Procedures is based on USA Swimming continued emphasis on Risk Management and Arizona Swimming's attempt to assist Clubs in minimizing their risks. It is always the individual coach and his or her respective Club's responsibly to assure compliance with the Coach Membership rules of USA and Arizona Swimming.



**Arizona Swimming, Inc<sup>®</sup>**  
Coach Member Sign-in Sheet

1-1-08 Session Date

Donald Duck Classic Meet Name      I Session No.

**ALL COACHES MUST SIGN IN FOR EVERY SESSION OF THE MEET!**

The Clerk-of-Course will verify membership of every Coach based on their current registration card.

Coach No.	Club Name / Code	Coach Name <sup>(1)</sup> (Please Print Clearly)	Initials of Coach	Expiration Month	Clerk Initials
1	DISN	Mickey K. Mouse	mkm	5-	
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					

<sup>(1)</sup> **Note:** Coaches who are not current USA Swimming Coach Member or their membership has expired are not permitted to coach including being on deck and acting in a coaching capacity. Violations concerning Coach Membership are subject to \$100 fine against the individual coach *and* the Club that coach represents. (Approved HofD 4/2000)

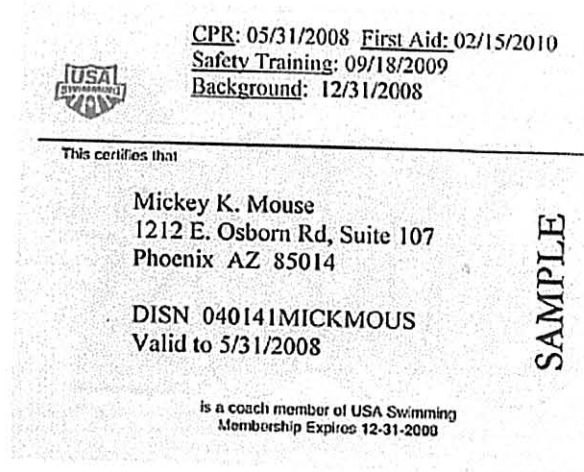
**Meet Host:** Please send this form together with other Coach Sign-in Sheet(s) from this meet to Arizona Swimming, 1212 E. Osborn, Suite 107, Phoenix Az 85014 or fax to +1 602 266 9223 or scan and email to office@azswimming.org as soon as possible after the conclusion of the meet and in no case later than 7 calendar days after the conclusion of the meet.

# 2008 Coach Member Registration

Enclosed is your 2008 USA/Arizona Swimming Coach Membership card. This laminated card is the ONLY coaching credential valid in Arizona for Arizona registered coach.



BACK



FRONT

The front of card now includes expiration dates for your various certifications and background check along with your name address, team affiliation and USA number. The back of the card is your Arizona Swimming registration card that includes the year of your membership and the month in which your first required certification lapses.

Effective January 1, 2008, every coach must show their card to the Clerk of Course at every meet. The Clerk of Course will verify the name on the card and expiration dates of the certifications. The Clerk of Course will no longer have a listing of coaches who are in or out of registration compliance. There is no grace period for any of the certifications. It is your responsibility to submit the information of your recertification to Arizona Swimming early enough to receive your new card prior to the expiration date. By USA Rule, there will be no exceptions. If any of the certifications have lapsed, even for a day, you will not be able to coach at meets or at practice.

As always, your Coach Card must be displayed in a visible manner at all meets. During the course of the meet, both the Meet Referee and Clerk of Course may, from time to time, ask to see your card.