

2019 CYO Cross Country Preseason Information

2019 CYO Cross Country for girls and boys will be underway soon!
The following is information about the 2019 CYO Cross Country Program.

COORDINATORS MEETING:

(Each parish/school should be represented!)

Tuesday, August 20

Corpus Christi Gibson Hall
322 St. James Dr., Piedmont
7:00 p.m. (Parking is available in school lot.)

COACHES' CERTIFICATION WORKSHOPS:

Thursday, September 5

St. Anne Parish, 32223 Cabello St., Union City
OR

Tuesday, September 10

St. Leo the Great School Auditorium
4238 Howe St, Oakland
6:30 p.m. Registration \$5 per coach

2019 IMPORTANT DATES

Thursday, August 15	Practice for CYO Cross Country may begin
Tuesday, August 20	Parish/School Coordinators Meeting
Thursday, September 5	Coaches Certification Workshop
Tuesday, September 10	Coaches Certification Workshop
Friday, September 20	First Meet
Thursday, September 26 or	Second Meet – Joaquin Miller Park
Friday, September 27	Second Meet – Oak Hill Park
Friday, October 4	Third Meets – Relay Meets
Friday, October 11	Fourth Meets
Friday, October 18	Diocesan Cross Country Championship Meet



Sites for meets will be finalized and announced at the Certification Workshops. With the exception of the Diocesan Meet, all meets will begin at 5:30 p.m. sharp, with the Coaches Meeting at 5:00 p.m. The Diocesan Meet will begin at 5:00 p.m., with the Coaches Meeting at 4:30 p.m.

RULES AND MEETS

Rules, Grade Divisions and Scoring: are published in the 2019 CYO Cross Country Guidelines. Standards of eligibility are found in the CYO Athletic Manual. Copies of the Manual, the Guidelines and a complete schedule will be available at the Coaches Certification Workshops and on the CYO Cross Country webpage. *Be certain that all of your runners meet the age and eligibility requirements. Runners must compete for their own parish or Catholic school!*

Meet Volunteers are Needed: Volunteers conduct CYO Cross Country meets and **many** are needed. Each parish/school team will be required to provide at least **3** persons as course marshals and other course staff. **In addition, help is needed for course setup, meet directors, head marshals, finish line awards, cleanup and other tasks.** First Aid persons, with professional training are needed for each meet. There will be signups for jobs at the Coordinators meeting. **Come to the meeting prepared with volunteers for your team help with the meets!**

Safety Concerns: Safety is of major concern for all coaches working with children. **Be certain that children are in physical condition to run. Be sure that children are supervised at all times at practices and meets.** When supervising events, provide clear directions and maintain safety procedures. Caution is especially important since cross-country meets and practices are usually in public parks!

Parental Permission Form / Concussion Information Sheet: Before beginning practice, **all** participants must have completed and returned a "Parental Permission, Health Authorization and Release" form and the "CYO Concussion Information Sheet." These forms are to be kept with the coaches at all meets and practices! Each athlete's parent and the athlete must sign the "Concussion Information Sheet" each year, in compliance with California State law.

Copies of the forms are on the CYO Website forms page:

<http://www.oakdiocese.org/youth-and-young-adults/cyo/cyoforms.html>.

Fun Run: In addition to the competitive races, there will be a non-competitive, short (1/2-mile or shorter) "fun run" for all children who do not wish to compete in the regular races!

SAFE ENVIRONMENT REQUIREMENTS

The Diocese of Oakland requires that all volunteers complete Virtus safe environment training and are screened through Live Scan fingerprinting for the diocese.

Virtus Training

The training policy remains the same – each individual must retrain every three years. Anyone who trained prior to **July 1, 2017** must train again before coaching. The only valid training is Virtus and a Virtus course must have been completed after July 1, 2017

For information on how to take the Virtus course on-line, or to find a live course, visit the CYO Workshop page on the Oakland Diocese CYO Website. The Virtus course is accessed at www.virtusonline.org.

There is no individual charge for the Virtus course, but parishes pay a flat fee each year. Contact your parish/school and ask if they would like your CYO program to contribute to the cost to the parish/school.

For questions regarding Safe Environment Training, contact the Diocesan Safe Environment Coordinator, Diana Bitz, (dbitz@oakdiocese.org, 510-267-8315), or visit the Safe Environment website: <http://www.oakdiocese.org/offices/safe-environment>

Live Scan Fingerprint Clearance

Fingerprinting CYO Volunteers: As before, ADs and coaches need to be fingerprinted and cleared by Live Scan prior to working with minors. To obtain information on coach's clearances, ADs can email the Safe Environment coordinator, Diana Bitz, dbitz@oakdiocese.org. You should submit a list that include typed names of coaches (excel file preferred) and parish/school.) Note that all who completed certification for the 2018-2019 season had fingerprint clearance.

Fingerprint opportunities for coaches are planned for each Cross Country Workshop. Cost is \$34 per person and individual CYO programs will be billed. Other fingerprint information is attached. By law, results are strictly confidential. For questions regarding fingerprinting, contact: contact the Diocesan Safe Environment Coordinator, Diana Bitz, (dbitz@oakdiocese.org, 510-267-8315),

Checking for Safe Environment Compliance at Coaches Certification

Prior to being issued a coaches certification card, coaches will be checked at workshop registration to be sure that they have completed training and have Live Scan clearance. To do this easily, coaches should present a copy of their *Training Report Page or the Summary Page* (**not** the training certificate) from their Virtus training profile, available to them online. (www.virtusonline.org) The Training Report page is found under the "Training Compliance" menu bar or the Summary page Tab. The page will include both their training date **and** their screening clearance date. Coaches can either print the page and present it at workshop registration or show their page from the Virtus website on their smartphone.

Anyone who has not completed both requirements (fingerprint clearance AND completion of the Virtus course after July 1, 2017) will not receive a coaches card at the workshop and may not coach until in compliance.

For problems with the "Training Report" or Summary page contact Grace House, CYO Office (ghouse@oakdiocese.org / 510-893-5154) or to Diana Bitz, Diocesan Safe Environment Coordinator (dbitz@oakdiocese.org / 510-267-8315).

REVISED VOLUNTEER APPLICATION FORM / MEGAN'S LAW CHECKS /

Revised Volunteer Application: A revised Volunteer Application is attached and will be on the Forms Page of the CYO website. Prior to coaching, it is required that each coach complete a "CYO Volunteer Application". The application allows for screening and approval of coaches by the parish program. New coaches are required to complete this application form. The athletic director should then check application information. A copy of the application is to be kept on file with the parish or Catholic school.

Megan's Law Checks: XC Coordinators can check volunteers through Megan's Law prior to any contact with children. Megan's Law checks can be easily done "online" through the State of California sponsored website: <http://www.meganslaw.ca.gov>.

TRANSPORTATION POLICY

Diocesan policy suggests that whenever possible, coaches should have the parents arrange for the transportation of their own children.

In the event that a volunteer coach is transporting children or another adult is assigned to transport children, the following procedures MUST be followed:

- * Drivers must be over 21 (preferably over 25) years of age. All drivers must be screened carefully. Age and health as well as physical and mental condition should be considered.
- * Drivers must provide to the athletic director evidence of a valid, unrestricted drivers license.
- * The driver must produce evidence of liability insurance on the vehicle to be used. A 100,000 per person / \$300,000 per accident limit of liability is to be a minimum.
- * One seat belt must be provided for and used by each vehicle occupant.
- * No more than nine persons, including the driver may be transported in any private vehicle.
- * No one may ride in the bed of pickup trucks nor may motorcycles be used.

It is important that athletic directors keep information on coaches who are driving youth or on any volunteer who may be enlisted to transport. The information required is evidence of a valid, unrestricted drivers license and a copy of the drivers "Declaration of Insurance" currently in force. These insurance regulations are similar to those in effect for transportation in the Catholic schools.

QUESTIONS?

Call the CYO Office at 510-893-5154 / ghouse@oakdiocese.org;
or check the Cross Country page on the CYO Website (www.oaklandcyo.org).

