

- B. In addition to the above, the District Eligibility Chairperson may appoint a Fact Finder to investigate matters pertaining to the protest.
- C. In addition to the above requirements, the District Eligibility Chairperson may, as an added condition of eligibility, require that a transferring student submit a WIAA Previous School Statement. This form must be signed by the principal of the school from which the student has transferred, indicating the principal's approval of athletic eligibility for the transferring student. A copy of the signed form must be retained on file in the school office for the duration of the student's attendance at that school.

WIAA RULE 19.0.0: THE WIAA ELIGIBILITY APPEAL PROCESS Q and A

19.0.0 THE ELIGIBILITY APPEAL PROCESS

1. Where can I get the WIAA Eligibility Forms?

You can get the Eligibility forms three ways:

On the WIAA Web site at www.wiaa.com, click on publications/student eligibility packet

Contact the athletic director at your high school

Call the WIAA Office at 425-687-8585 to request the forms. (19.3.0E)

2. Where do I send the completed eligibility packet?

The completed eligibility packet is sent to your WIAA District Eligibility Chairperson. Work with your athletic director in completing the eligibility packet and sending or faxing the completed packet to your WIAA District Eligibility Chairperson. (19.7.0)

3. How will I be notified of the date and time of my eligibility hearing?

The WIAA District Eligibility Chairperson will send you notification by certified mail of the date, time and place of your eligibility hearing. Your athletic director will also be provided the hearing information. (19.8.0)

4. I am very nervous about my eligibility hearing. Can you explain the hearing process?

Your hearing will be with a minimum of three representatives from your WIAA District. There may be more than three members of the Eligibility Committee present. (19.6.0)

You should be present for the hearing, and you can bring any number of other people to represent and support your appeal. (19.8.1)

The Eligibility Committee will review the eligibility packet you have submitted, and they will then give you an opportunity to explain your unique circumstances and hardship that have resulted in your request to appeal your eligibility. There will be an opportunity for questions by everyone present. (19.8.1)

The hearing will be tape recorded, but all information at the hearing is confidential. (19.8.3)

A normal hearing will take 15 to 30 minutes depending upon the complexity of the information involved in your appeal.

You will be notified of the results of your appeal following your hearing. A certified letter will be sent within five school business days following the date of your hearing. (19.9.0)

5. If the WIAA District Eligibility Committee denies my eligibility appeal, do I have any other level of appeal?

YES: You can appeal to the WIAA Hearing Officer. You will be given appeal procedure information with your WIAA District Eligibility Committee decision. Any appeal to the WIAA Hearing Officer shall be based on alleged errors from the WIAA District level hearing or additional relevant evidence that was not presented at the WIAA District Eligibility hearing. (19.10.0)

6. The pitcher on our softball team was ejected from today's game. I did not notify the umpire of my desire to appeal until after the game. What is the appeal process I must follow?

The school will not be able to appeal this ejection because the coach did not give verbal notification to the umpire prior to the "next live ball." (19.13.2)

Note: Judgment calls are not subject to appeal. (19.13.1)

7. **As the athletic director, I want to appeal the ejection of my coach from yesterday's game. The coach notified the official of the intent to appeal at the time of the ejection. I agree with my coach that the official made the wrong judgment call. What is the appeal process I must follow?**
There is no appeal of judgment calls by a game official. (19.13.1)

23.0.0 COACHES

PHILOSOPHY OF COACHES: Coaches are primarily responsible for imparting valuable educational experiences to student participants. Therefore, the WIAA believes that all coaches should have training in at least the essential areas of study required for a physical education teacher's endorsement in Washington secondary schools and the NFHS Coaches Education Program.

AFFIRMATION OF GOALS 2.2.1 AND 2.2.2 OF THE ASSOCIATION. THEREFORE:

23.1.0 EMPLOYEE OF THE DISTRICT - No school team or individual contestant shall be eligible to represent a school in an athletic contest unless the coach is an employee of the school district in which he/she coaches. This requirement applies to all paid and/or volunteer coaches. Volunteers become representatives of the District, and may serve as coaches, only upon registration, approval and authorization of the school district Board of Directors.

23.1.1 Coaching stipends and all gifts to a coach exceeding a total of \$500 in a season must be approved by the school's board of directors.

23.2.0 SUPERVISION - A school appointed coach, or another appointed member of the school faculty, must accompany any school team (or individual) at any time in connection with school sponsored interscholastic competition.

23.3.0 TRAINING - Interscholastic coaches, paid and/or volunteer, shall have training in at least the essential areas of study required for a physical education teacher's endorsement in Washington secondary schools and the NFHS Coaches Education Program. For initial employment as a paid and/or volunteer interscholastic coach, an individual must meet the following requirements:

23.3.1 COACHING REQUIREMENTS - Described below are the minimum standards for a paid and/or volunteer interscholastic coach for employment, progressive employment, and continuous employment.

- A. Hold a valid current "hands-on" First Aid Certification or have completed a School District approved "hands-on" Athletic Training/Sports Medicine course equivalent to the Red Cross First Aid Card training or be enrolled in a "hands on" First Aid class. A Sports Medicine course is to include prevention of injuries, recognition of injuries, emergency on-site procedures including transporting the injured, and rehabilitation of injuries. If a Sports Medicine course is used to fulfill this requirement, it must be renewed every three (3) years.
- B. Hold a valid current "hands-on" CPR Certification or be enrolled in a "hands-on" CPR Course.
- C. Red Cross Safety Training for Swim Coaches or Lifeguard Certification is required for all swim coaches. Red Cross Safety Training for Swim Coaches or U.S. Diving Safety certification is required for diving coaches.
- D. Pole Vault Coaches Training is required for Pole Vault Coaches. Coaches must be recertified every three (3) years.
- E. "Hands-on" Stunt Certification is required for Cheer Coaches **and dance/drill coaches** who intend to have their cheer **or dance/drill** squad(s) perform stunts. The certification program must be approved by the Washington State Cheer Coaches Association, **the Washington State Dance/Drill Coaches Association**, or the WIAA. Coaches must be recertified every three (3) years.
- F. The Employing School District will require:
 1. Washington State Patrol Criminal History Information Form required by RCW 43.43.830 on file.
 2. The OSPI Moral Character Supplement Form 4020B be completed.
- G. The Coach Must Satisfy the Following Requirements:
 1. Be a high school graduate or have completed a graduation equivalency diploma (GED) program, except as in d. below
 - a. Be at least 21 years of age to be a head coach.
 - b. Be at least 19 years of age to be an assistant coach except as in d. below.
 - c. Hold a valid current "hands-on" First Aid Certification and CPR Certification or be enrolled in a "hands-on" First Aid Certification and CPR Course.