



# Coach Checklist

In-House Coaches



# Introduction

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This packet was created to help all of our coaches get started with coaching in the Stoughton Youth Soccer League. It contains information for some of the tools and resources we use before the season starts.

Each coach should review the checklist and make sure they understand and complete each one of the items before the season starts.

We have a coaches meeting at the beginning of each season. We use this meeting to review some of the material from this packet, provide much more information to our coaches, and answer all questions. Please try to attend each season.



# Checklist

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- Completed Adult Registration
- Completed Concussion Training
- Sports Pilot - Email Team
- Sports Pilot - Player Information Report
- Distribute Uniforms



# Adult Registration

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**All coaches are required to complete or verify the Adult Registration process EACH SEASON.** After registering, you will receive an email stating whether you are also required to complete a CORI process. The email will also contain instructions on what to do next.

Link to the Adult Registration process can be found on our website [stoughtonsoccer.org](http://stoughtonsoccer.org).  
[Coaching > All Coaches > CORI](#).

Amanda Grant is our CORI submitter. If you need help or have questions, please contact her at [registrar@stoughtonsoccer.org](mailto:registrar@stoughtonsoccer.org)



# Concussion Training

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There is a link on our web site from the CDC where you can take an interactive training session on concussion awareness.

[Coaching > All Coaches > Child Safety](#)

SYSL/MYS requires all coaches complete this training session **each year** and be familiar with the signs of concussion. Certificate of completion copies should be sent to [registrar@stoughtonsoccer.org](mailto:registrar@stoughtonsoccer.org).

Our website also has a Youth Coaches Concussion Facts Sheet.



# SportsPilot - Emailing Team

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All coaches should reach out and contact their teams once rosters are released to coaches. This can be done easily through SportsPilot. See this article on our website for instructions on how to do so:

[Coaching > All Coaches > Managing Teams Using SportsPilot](#)

## Example Email:

*Hi, my name is Kevin Grant. I've been selected to coach your daughters Grade 5/6 soccer team. I'll be sending more information later. I just wanted to start by introducing myself and share my contact info with you.*



# SportsPilot - Player Information Report

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Once you have access to your team in SportsPilot, you should print out a copy of the Player Information Report. This will contain emergency contact information and any medical conditions that the parents listed during registration.

See this article on our website for instructions on how to do so:

[Coaching > All Coaches > Managing Teams Using SportsPilot](#)



# Distribute Uniforms

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We try to get our uniforms to all coaches prior to the season starting. We recommend scheduling a team meeting prior to game day so you can hand out uniforms and meet your parents and players.

In the event that uniforms arrive last minute or if you don't get a chance to hand them out prior to game day, please have your team arrive extra early so they have time to dress. Day #1 can be a bit chaotic with many new families new to our program needing assistance.



# Useful Info

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- SYSL Website: <http://www.stoughtonsoccer.org>
- SYSL Facebook: <https://www.facebook.com/StoughtonYouthSoccerLeague>
- SYSL Twitter: [@TheSYSL](#)
- Adult Registration: [http://www.mayouthsoccer.org/members/adult\\_registration/](http://www.mayouthsoccer.org/members/adult_registration/)
- Concussion Training: <https://www.cdc.gov/headsup/youthsports/training/index.html>

