



Coach Checklist

Travel Coaches

Introduction

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

- Completed Adult Registration
- Completed Concussion Training
- Sports Pilot - Email Team
- Sports Pilot - Player Information Report
- Locate SSSL Schedule
- Setup QuickClub App
- Print Roster



Adult Registration

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.
[Coaching > All Coaches > CORI](#).

Amanda Grant is our CORI submitter. If you need help or have questions, please contact her at registrar@stoughtonsoccer.org



Concussion Training

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.

Our website also has a Youth Coaches Concussion Facts Sheet.



SportsPilot - Emailing Team

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

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](#)



SSSL Schedule

Visit <http://www.southshoresoccer.com/SchedulesStandings.aspx>

Click the season (SSSL-Spring-2018 for example)

Locate your team and click the + sign. Example, if you are Grade 5/6 Girls Division 2, you would choose G6.2. Locate your team name and click it. Example, STO (Grant).

You can download, print, and add schedule to the QuickClub App (next section).



QuickClub App

South Shore Soccer requires all coaches to report their scores using the Quick Club App. You can also use this to import your schedule and roster. This is also a helpful tool for communicating with your parents.

Visit the South Shore Soccer League Coach's Corner and look for their Quick Club instructions on that page. This will have details on how to use the app and how to send invites to parents.

<http://www.southshoresoccer.com/CoachsCorner.aspx>

After each game, click on Past Events to report the scores of each game.



Printing Roster

South Shore Soccer rosters are located in the **South Shore Soccer SportsPilot system**. This is separate from the the Stoughton Youth Soccer Sports Pilot system. Coaches are required to bring 2 copies to each game. If any changes are made to your roster, you must re-print new ones and throw the old ones away. Use the following URL to login into your SSSL account:

<https://reg.sportspilot.com/105523>

Once you log in, click the button with your name. You should then see your teams listed under Registration History.

Click on your team. From the team page you should see “Reports” on the left hand side. Click that and then on **SSSL Photo Roster**. This is the **ONLY** valid roster SSSL will accept. It must be signed by Nancy (SSSL Registrar) and must have all player photos on it.



Useful Info

- 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/
- Concussion Training: <https://www.cdc.gov/headsup/youthsports/training/index.html>
- South Shore Soccer: <http://www.southshoresoccer.com/>

