

DORKING YOUTH RFC  
COACHES WEEKLY CHECKLIST

- ✓  Arrive early to allow sufficient time for set up
- ✓ Look like the Coach  – dress appropriately to identify yourself as such, preferably Dorking RFC branded clothing
- ✓  Plan the session in advance
- ✓ Share  the burden – have your fellow coaches take turns in leading sessions
- ✓ **Always take an attendance register**  – this is a crucial health and safety activity
- ✓ Have the **medical records**  **and emergency contact details** of all your players to hand in the event of a serious injury
- ✓ Always complete an **accident report form**  and submit it to Paul Hunt in accordance the established process
- ✓ Ensure there are sufficient parents stewarding the  **car park rota** when its your turn on the rota – This is a crucial part of our child protection activity
- ✓ Follow the coaches code of conduct  as set out in the handbook
- ✓ Ensure that all our parents follow the parents' code of conduct  as set out in the handbook
- ✓ Ensure that all our players  keep warm and  hydrated and **HAVE FUN**
- ✓ Least of all – **ENJOY YOURSELF**  – THIS IS WHAT YOU DO IN YOUR LEISURE TIME !!