

## **BGC Laredo Volunteer Coach Preseason Requirements 2024-2025**

- Register as a volunteer with the school district of the school you will be representing.
  - Pay the team fee so that your team is registered.
  - Fill out your roster and have players registered by their parents on the roster at [www.bgcsports.com](http://www.bgcsports.com). Information needed is the player's full name, date of birth, and parent's email address. When the player is added to the roster, an email is sent out to the parent's email that was provided inviting them to be on a roster. The parent must use the link in the email to complete the registration process.
  - Add all coaches to the roster. All non-players (coaches and team managers) on the roster require a background check by registering to the roster. Background checks are \$25.
  - **ALL VOLUNTEERS MUST** complete "Child Sexual Abuse Prevention (this training meets BGCA requirement for approved grooming, prevention, and mandated reporting.)" Instructions are at [www.bgcsports.com/downloads](http://www.bgcsports.com/downloads) under "BGCA Mandatory Training Sign Up." Once completed, send a copy of the completion certificate to [kayla@bgclareado.com](mailto:kayla@bgclareado.com). **Please wait until 2025** to complete the training so that it counts for the 2025 basketball season. Any training done in 2024 will not count towards 2025.
  - Ensure all team members are registered as members of the Boys & Girls Clubs of Laredo. Registration may be done on [www.bgclareado.com](http://www.bgclareado.com) under the "Program Registration" tab. You may choose any club to register the players under. The price per member is \$10. Registration expires on December 31st of the year. Registrations during 2nd-6th grade basketball registration will be carried over to the next year.
  - Each volunteer must send in a headshot to [photo@bgclareado.com](mailto:photo@bgclareado.com) or (956)723-1051.
  - Review the Spectator Code of Conduct with your team's parents.
- Each member will receive a membership card that they are required to bring to all games.
- Each coach that completes their preseason requirements will receive a coach's ID tag that they are required to have at games. Without this tag, you will not be allowed to coach the team. The tag must be worn by the coach. If no coach is available, the game will be forfeited.
- \*All Items must be completed prior to volunteer coaching by 12/23.
- \*\* Child Sexual Abuse Prevention Training must be completed between 1/1/25 and 1/22/2025