

2009 AYSO Coach Preseason Checklist

1. **Pick Up Equipment, Coaching Manual, and Roster.** Equipment Bag should include balls, pinnies, goalkeeper gloves, cones, and first aid kit. If anything is missing, contact the Equipment Manager, Rich Galick, at 630-257-3626.
2. **Request Practice Times.** Early practice times end by 6:00pm; late practice times begin at 6:00pm. U8 teams practice one night a week. All older teams practice two nights a week. (U6 teams practice during the first ½ hour of scheduled game time so this does not apply.) Discuss with your Assistant Coach to determine times that work for both of you, then fill out request form and turn in to the Coach Administrator, John Kwasigroch. Times will be posted on the website LemontAYSO.org within two weeks.
3. **Sign Up for Trainings.** Trainings are offered at the Lemont Park District as follows: U5/U6/U8 Coach Clinic on 8/05 from 6-9pm, Arts & Crafts Room; U10 Coach Clinic on 8/06 from 6-9pm, Arts & Crafts Room; U12 Coach Clinic on 8/15 from 8am-1pm, Arts & Crafts Room. All coaches are required to take trainings. If you are not yet certified for the age group you will be coaching, please sign up for the appropriate training session at the pre-season meeting or contact the Coach Trainer.
4. **Contact Assistant Coach and Players.** Call or mail letter within the next week to welcome players to your team. Let them know how they can contact you and when/where your Kickoff Team Meeting will be held (one parent must attend). See sample letter for details.
5. **Review Coaching Manual.** The manual distributed at the pre-season meetings contains specifics for the Lemont AYSO 2009 season. Questions can be referred to John Kwasigroch. Additional coaching information will be available at trainings.
6. **Conduct Kickoff Meeting.** Review AYSO Philosophy, equipment needed, practices, game specifics for your age group, and other team policies. Give them your contact number and stress that players must notify you if they can not attend a practice or game. See sample agenda for further details.
7. **Select a Team Name.** Have your team vote on a team name (at the kickoff meeting if possible). Team colors will be posted on the website along with the practice schedule.
8. **Take Safe Haven Training On-line.** All coaches are required to take Safe Haven Training once. If you do not yet have this certification, the course is now available through the national training website at www.aysotraining.org.
9. **Begin Practices.** Practices can begin the week of 8/03/09. Sample lesson plans will be available at trainings.
10. **Pick Up Uniforms and Game Schedules.** You will be contacted with this information as soon as it is available prior to the start of the season.
11. **Prepare Lineup and Coach First Game.** Sample lineups will be available at trainings. Players must play ½ - ¾ of each game and vary positions throughout season. Games start 8/29/09.

Please note: *If you are the home team, you are responsible for pickup up supplies and setting up nets for the first game or taking them down and returning them for the last game. Have fun!*