

Step-By-Step Guide

Register to be a coach

***ALL ASSISTANT COACHES, DUGOUT COACHES, ANYONE IN THE DUGOUT OR ON THE FIELD (4 Allowed at a time/game)**

#1. - Click on the appropriate ball. (Baseball or Softball)



Baseball Coaches
Click Ball to REGISTER



Softball Coaches
Click Ball to REGISTER

#2. - This will open up a new window in team sideline.

- Click the blue button.

- You will need to log into
Team Sideline or create
a New Account at this time.



Coaches

[This will need to be completed from a compu](#)

If you are a coach, please create a new account c

Parent Name = Your Name

You will need to go through each of the RSC Poli
you only need to accept **ONE** time - Make sure t



Program Details

- **Registration Status:** Open
- **Regular Registration:** Sunday, December 1, 2024 - Monday, December 2, 2024
- **Program Duration:** Wednesday, January 1, 2025 - Wednesday, December 31, 2025
- **Regular Registration Cost:** \$0.00

Frequently Asked Questions

- **My background came back as under review?:** If your coaching background check resul
hear from us within a week, please reach out to the office.

Volunteer

#3. - Now it is time to 'Add Items to your Cart' to Register.

- Your name is the Enrollee
- Enrollment Type = Volunteer
- Program = Coaches - Softball (or Baseball) Youth league 2025
- Offering = Your Age Division
(If you coach 2 age divisions, just choose 1 now and you will have the option to add others later in the registration)
- Enrollment Selection = Coach, Assistant Coach, Manager

Add Items To Your Cart

Your "Shopping" Cart lists the items you want to enroll in and store items you want to purchase. Click the Proceed to Checkout button to add more enrollments to your Cart, complete the Enrollment fields below and click the Add Enrollment button.

Please note that each credit card order will incur a processing fee.

Enrollee *	<input type="text" value="Emily Menapace"/>	Add Enrollee
Enrollment Type *	<input type="text" value="Volunteer"/>	
Program *	<input type="text" value="COACHES - Softball Youth"/>	
Offering *	<input type="text" value="8U Softball"/>	
Enrollment Selection *	<input type="text" value="Assistant Coach"/>	
<input type="button" value="Add Enrollment"/>		

- Click 'Add Enrollment' - A box will pop up. You can close it.
- Click 'Proceed to Checkout'

#4. - This next page will be the place to input information for your background checks and read through policies.

COACHES - Softball Youth League 2025 - 8U Softball - Emily Menapace

Help ?

You are almost done! Complete this page and then click the Next button to complete your order.

Background Check Information

Legal First Name *

Legal Middle Name

Legal Last Name *

SSN *

Gender * Male Female

Date of Birth *

Background Check Authorization

By clicking the checkbox below, I voluntarily and knowingly authorize this organization and Protect Youth Sports or its authorized agents to obtain or prepare investigative consumer reports (aka background checks) about me for volunteer position purposes. The reports may contain information about criminal history or other background checks.

I understand I have the right, upon written request made within 30 days after agreeing to this background check, to request disclosure of the nature and scope of any investigative consumer report prepared by contacting this organization and Protect Youth Sports, 14499 N. Dale Mabry Hwy., Suite 201 South, Tampa, FL 33618; Phone: 1-877-319-5587.

For information about Fair Credit Reporting Act, see [Summary of Rights under Fair Credit Reporting Act](#).

For information about Protect Youth Sports privacy practices, see <https://www.protectyouthsports.com/privacy-policy/>.

Agreement * Click here to verify that you have read and agree to the background check consent form.

- Make sure the box is checked for the Add-On (\$25)

Program Specific Information

Team Name 1 * Team Name 1

Team Name 2 Team Name 2

Team Name 3 Team Name 3

Add-On To This Enrollment



Background Checks \$25.00 Per Item
Background Checks for Coaching - Good for 1 Calendar Year

Add:

Behavior Violation Policy

Behavior Violation Policy

Removal by game official: In the event a coach or player is removed from a game by a game official; said coach/player will be suspended for the following 2 scheduled games (minimum).

Removal requiring assistance of Field Directors and/or Security: In the event a coach or player is removed from a game by a game official and requires support of a Field Director or Security, said coach/player will be suspended for the following 4 games (minimum) and may be removed from the league.

Spectator removal: Head coaches are responsible for the behavior of spectators at their scheduled games. In the event a spectator is removed by a Field Director or Security, said spectator will be suspended from the complex for a minimum of 4 games and depending on severity of the incident the head coach may also be suspended.

Note: The duration and severity of suspension within these guidelines is at the discretion of the RSC General Manager upon recommendation of Field Directors and Game Officials. Suspension beyond the 2-4 game minimums require approval and recommendation of the Runyon Board of Directors. Suspension may have a duration of up to the remainder of the current season and additional calendar years or more depending on the severity of the violation and in the event of repeat violations.

Agreement * I have read and agree to follow the guidelines set forth in the Behavior Violation Policy.

Cancellation / Reschedule Policy

Cancellation / Reschedule Policy

When Runyon Cancels: If Runyon Sports Complex cancels a scheduled youth league game, the game will be put on the top of the reschedule request list and teams will be offered an alternate date if available. If the potential dates are not acceptable to both teams, they may be moved to the bottom of the list. Rescheduled games are not guaranteed.

Weather Cancellation: In the event a rainout or other weather related cancellation occurs, the game will be put on the top of the reschedule request list and teams will be offered an alternate date if available. If the potential dates

- Almost the middle of the page, there will be the Concussion Training Video. YOU MUST HOLD THE 'CTRL' button down while clicking on the Blue link for the video. This will open up a YouTube video in a new page. You can refer to this video on our website.

Agreement * I have read and agree to follow the guidelines set forth in the Cold Weather / Lightning Policies.

Concussion Training

Concussion Training Certification Video is NOW AVAILALABLE for coaches to watch! This is a requirement for all coaches at Runyon Sports Complex and must be completed annually.

HOLD THE CTRL BUTTON, then click on the video link

(by holding the Ctrl Button, it will open the videos in a new window)

[Concussion Training Certification - RSC](#)

Agreement * I have watched the Mandatory Concussion Training.

- After you have read through and check marked all of the policies and code of conduct. Click 'Next'.

Next

#6. - It is now time to checkout. You will need your credit card.

Checkout

One more step! Just complete this page, confirm the item(s) in your order and click the Place Order button

Billing Information

First Name *

Last Name *

Street Address *

City *

State *

Zip Code *

Phone *

- Input your credit card information and Click 'Place Order'. There is a credit card fee of \$1.04. Total will be \$26.04.

Pay by Credit Card

Name on Card *

Credit Card Number *

Expiration Date *

Verification Number *

Credit Card Zip Code *

Statement Your Statement will show a charge from "SPL"Runyon Sports Complex".

Order

Item	Cost
Volunteer - COACHES - Softball Youth League 2025 - 8U Softball - Assistant Coach - Emily Menapace	\$0.00
-- Background Checks	\$25.00
Processing Fee: \$1.04	
Order Total (USD): \$26.04	

[Place Order](#)

* Required Fields

- ORDER CONFIRMATION -

You are done! You will see your order confirmation page and you should also receive an email. (Please check your Junk or Spam.)

Order Confirmation

Your order has been placed. Print a copy for your records.

Note: An Order Confirmation has been emailed to you. However, email services and ISPs can use blocking or filtering systems. Please add no-reply@teamsideline.com to your address book, Outlook "Safe Senders List" or to your "White List".

Billing Information

Order Date * Tuesday, December 3, 2024

Order Number * 1552-7558531

Full Name * Emily Menapace

Street Address * 1 Runyon Lane

City * Pueblo

State * CO

Zip Code * 81003

Phone * 719-583-6195

Runyon Sports Complex

Important Links to Know

- **Runyon Website**

<https://runyonfieldsportscomplex.org/>

- **Runyon Leagues Page on Website**

<https://runyonfieldsportscomplex.org/index.php/leagues>

- **Runyon Facebook**

<https://www.facebook.com/RunyonSports>

- **Concussion Training Video (YouTube)**

<https://www.youtube.com/watch?v=WgdaQr0HuXk&t=1s>

- **Runyon Message Boards**

<https://runyonfieldsportscomplex.org/index.php/leagues/message-boards>