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.



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

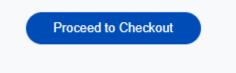
(If you coach 2 age divisions, just choose 1 now and you will have the option to add others later in the registration)

- Enrollment Selection = Coach, Assistant Coach, Manager

Add	Items	то	Your	Cart	

Your "Shopping" Cart lists the items you want to enroll in and store items you want to purchase. Click the Proceed to Cl 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	g fee.				
Enrollee *	Emily Menapace				
Enrollment Type 🔺	Volunteer •				
Program \star	COACHES - Softball Youth 🔻				
Offering *	8U Softball				
Enrollment Selection *	Assistant Coach 🔹				
	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	l - En	nily Mer	apace			Help 🕐
You are almost done! Complete this page and then click th	e Next button to	comple	te your orde	er.			
Background Check Information							
Legal First Name 🔺	Emily						
Legal Middle Name	М						
Legal Last Name 🔺	Menapace						
SSN *	xxx-xx-xxx	x					
Gender *	⊖Male ● F	emale					
Date of Birth *	Month	•	Day 🔹	Year	•		
Background Check Authorization							
By clicking the checkbox below, I voluntarily and know about me for volunteer position purposes. The reports						fouth Sports or its authorized agents to obtain or prepare investigative consumer reports (aka backgrou or other background checks.	nd checks)
I understand I have the right, upon written request mad this organization and Protect Youth Sports, 14499 N. D						nd check, to request disclosure of the nature and scope of any investigative consumer report prepared 3618; Phone: 1-877-319-5587.	by contacting
For information about Fair Credit Reporting Act, see S	ummary of Rig	thts un	ıder Fair C	redit Repo	rting	Act.	
For information about Protect Youth Sports privacy pra	actices, see http	s://ww	ww.protect	youthsport	s.com	/privacy-policy/.	
Agreement *	Click he	re to v	verify that	you have	e read	and agree to the background check consent form.	
						_	
- Make sure	the l	00	ox is	5 🗹	С	hecked for the Add-On (\$25)	
Program Specific Information							
Team Name 1 \star	Runyon Recr	uits FF	P - 10U	Team	Name	1	

		Tranyon reestato r 100		
	Team Name 2	Pueblo Baseball - 8U	Team Name 2	
	Team Name 3		Team Name 3	
Add-On To This Enrollment				
	cks \$25.00 Per Item ks 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 reguest 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 / Lighthing Policies.

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

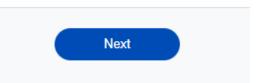
HOLD THE CTRL BUTTON, then click on the video link

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

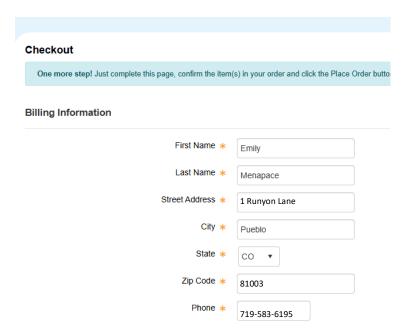
Concussion Training Certification - RSC

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'.



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



- 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 🔺	CARD HOLDER
Credit Card Number *	0000 0000 0000
Expiration Date \star	MM/YY
Verification Number *	CVV
Credit Card Zip Code *	00000
Statement	Your Statement will show a charge from "SPL*Runyon Sports Complex".
Order	
Item	Cost
Volunteer - COACHES - Softball Youth League 2025 - 8	U 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 sy 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 \star	Pueblo					
State \star	СО					
Zip Code 🔺	81003					
Phone *	719-583-6195					

<u>Runyon Sports Complex</u> Important Links to Know

· Runyon Website

https://runyonfieldsportscomplex.org/

• Runyon Leagues Page on Website

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

<u>Runyon Facebook</u>

https://www.facebook.com/RunyonSports

Concussion Training Video (YouTube)

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

<u>Runyon Message Boards</u>

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