

# GLYNN COUNTY RECREATION & PARKS DEPARTMENT

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***Our Mission:*** *To provide quality, year round recreational activities, facilities, and services that are safe, fun, and enhance the quality of life for all.*

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## GLYNN COUNTY RECREATION AND PARKS DEPARTMENT VOLUNTEER COACH REFUND POLICY AND PROCEDURES

***Approved by Glynn County Board of Commissioners October 6, 2022***

**Policy:** It is the policy of Glynn County Recreation and Parks Department (hereinafter “GCRPD”) to provide a refund on participant registration fees paid by a parent/legal guardian (hereinafter “Parent”) who successfully serves as a volunteer head coach for his or her child’s youth athletic team organized by GCRPD in accordance with the Volunteer Coach Refund Policy and Procedures approved by the Glynn County Board of Commissioners.

### **Eligibility Criteria and Procedures:**

1. The Parent or Parent’s spouse must register and pay his/her child’s sport registration fee during the established GCRPD registration period.
2. The Parent must apply and be selected by GCRPD to serve as a Volunteer Head Coach. The Volunteer Coach Application includes the application, Criminal History Check, National Alliance for Youth Sports (hereinafter “NAYS”) Code of Ethics for Coaches, and Certificate of Completion of the CDC Concussion Awareness program.
3. The Parent must successfully complete their youth athletic league head coaching assignment. To successfully complete the assignment, the Parent must:
  - A. Serve as the head coach of a GCRPD team on which his/her child played for the duration of the assigned sports season.
  - B. Adhere to the NAYS Code of Ethics and all GCRPD rules, regulations, policies, and procedures with no incidents of ejections or suspensions or other disciplinary action.
  - C. The head coach is only eligible for a 100% refund of the registration fees paid to GCRPD for the child/children of the team he/she coaches. Refunds are not given for payments made for other children who participate in GCRPD athletic programs.
4. The Parent is eligible for a one hundred percent (100%) refund of the registration fees paid to GCRPD for the child/children on the team the Parent serves as the head coach. Assistant coaches and Co-Coaches are not eligible for the Volunteer Coach Refund.
5. The refund will be issued to the Parent or spouse within thirty (30) calendar days after the last scheduled game of the sport season. Refunds cannot be held in an account for future use.
6. GCRPD reserves the right to suspend this policy from any Parent who provides false or misleading information for the purpose of misusing or abusing the Volunteer Coach Refund Policy.