



Coach Education/Training Requirements 2024-2025

Important Policy Changes for 2024-25:

- The KSHSAA Executive Board has implemented a requirement for all assistant sport coaches to complete the rules meeting requirement. There is a \$100 penalty fee if an assistant coach does not complete this requirement (same penalty as head coach).
- Head coaches now have two chances to pass the open book, online rules exam (score 90% or above). There is a \$100 penalty fee if a head coach does not take the online exam. Coaches will be immediately notified after their first attempt whether they passed the exam. Coaches who do not pass their first attempt are required to retake the online exam. If they do not make a second attempt or fail both attempts their school's name will be published in the Activities Journal.

All coaches and sponsors will access online exams and online rules meetings as follows:

1. Login at kshsaa.org under the *Schools* tab at the top of the page with your school's User ID and your unique KSHSAA coach password.
2. Select the *Exams & Online Meetings* link at the top of the page.
3. Select the active exam or rules meeting link towards the bottom of the page for the current sport/activity.

Coach Requirements Deadline Dates

The Oncore platform is no longer being utilized, so please do not attempt to go to that site or use that mobile application. All online requirements will be administered directly through the KSHSAA website.

The following is a summary of requirements for member school coaches/sponsors.

HEAD SPORT COACHES / HEAD ACTIVITY SPONSORS

- Online rules exam (if offered for the activity)*. Coaches have two attempts to achieve a passing score (90%).
- Online rules meeting (if offered for the activity)*
- CPR/AED certification or training (*Rule 10-1-9*; due every two years)
- Concussion prevention/management education (all sport coaches and spirit coaches/sponsors)
- Heat illness prevention education (fall sport coaches, spirit, dance, marching band)

ASSISTANT SPORT COACHES / ASSISTANT ACTIVITY SPONSORS

- Online rules meeting (sport coaches only - if offered for the sport)*
- CPR/AED certification or training (*Rule 10-1-9*; due every two years)
- Concussion prevention/management education (sport coaches and spirit coaches/sponsors)
- Heat illness prevention education (fall sport coaches, spirit, dance, marching band)

*There is a \$100 penalty fee for each of these requirements if not completed by the deadline.

Additional Information:

- The rules meeting requirement for both head and assistant coaches may be satisfied by attending the online KSHSAA meeting OR by attending one of the in-person KSHSAA official's meetings (see schedule [HERE](#)).
- If coaches choose to complete the online rules meeting in a group setting, they should use the head coach's account to view the meeting. Athletic Directors can then give their assistant coaches credit for the rules meeting manually by going to *Administration > Coach/Sponsor Requirements* on the KSHSAA website.
- Non-Kansas licensed teachers must meet [additional requirements](#) to serve as a coach's aide (Rule 10).
- Detailed information on requirements related to student health and safety can be found [HERE](#).