

# Handsworth Athletics New Team Checklist

All of the items listed below must be satisfied (YES checked) in order for the process to introduce a new team to proceed.

Proposed Team: _____	Email: _____
Person(s) submitting: _____	Phone: _____

Has the application been made at least 6 months prior to the BCSS identified season start date?	YES	NO
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Is there currently a league in which the team can participate?	YES	NO
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Has the requisite field / gym space needed for practice and games been approved by the athletic director?	YES	NO
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Is there a coach or coaches identified who are willing to commit to the team for a minimum of 4 years?	YES	NO
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Is there a teacher sponsor identified who is willing to commit to the team for a minimum of 4 years?	YES	NO
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Has the coach been approved by the athletic director and been vetted as a school volunteer?	YES	NO
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Are there provisions made for this activity through all grade levels?	YES	NO
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Has consideration been made of the effects on existing programs?	YES	NO
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Does the proposed sport sustain the gender balance of athletics which currently exists?	YES	NO
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Date Submitted: _____	AD Sig: _____
Date Reviewed: _____	Admin Sig: _____

If all the above checklist items are satisfied, a written proposal must then also be made 6 months in advance of the season start deadline. This proposal may include but may not be limited to:

- The grades eligible for play
- Potential Staffing
- Evidence that consideration has been made of the impact the new team will have on existing programs
- A budget plan including the cost of a new equipment required to start a new team