

# How to Register to be a Coach with RYSA and Complete the Required Training

# Coach/Team Parent Registration

1. Go to [https://radcliffyouthsoccer.demosphere-secure.com/\\_registration](https://radcliffyouthsoccer.demosphere-secure.com/_registration) and log into the same account you have registered your child in. (Image 1)
2. Once logged in verify your household information (Step 1.2) and click “save and continue”. (Image 2)
3. On Step 1.3 Click “Register Team Staff / Volunteer”. (Image 3)
4. On Step 2.1 Select the season in the drop down. Click “save and continue”. (Image 4)
5. Link your registration to your child’s registration and click continue. (Image 5)
6. On Step 2.2 Check that you have selected yourself and, in the drop down for “Desired Team Staff Volunteer Role” select what you will be volunteering as. (Coach, Assistant Coach, or Team Parent). (Image 6)
7. On Step 2.3 Verify your information and click “save and continue”.
8. On Step 3.1 Click “No, Proceed to Next Step”.
9. On Step 4.1 Click “Proceed to Check Out”.
10. On Step 4.2 Click “Submit Order”.
11. On Step 4.3 Click “Finish and Return to Dashboard”.

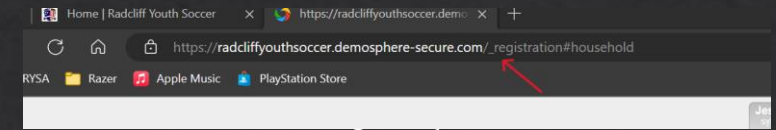


Image 1

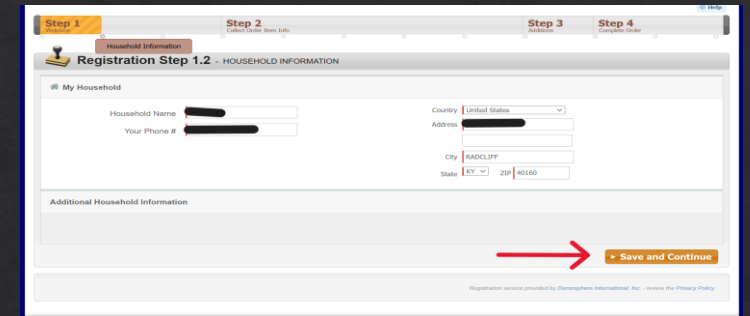


Image 2

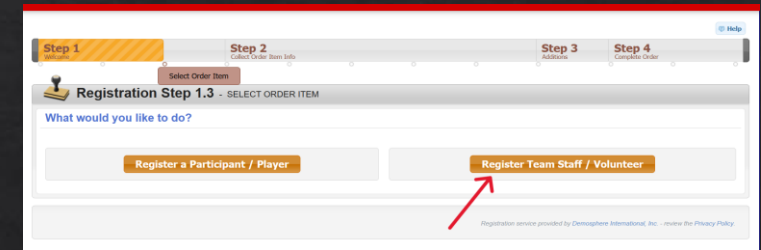


Image 3

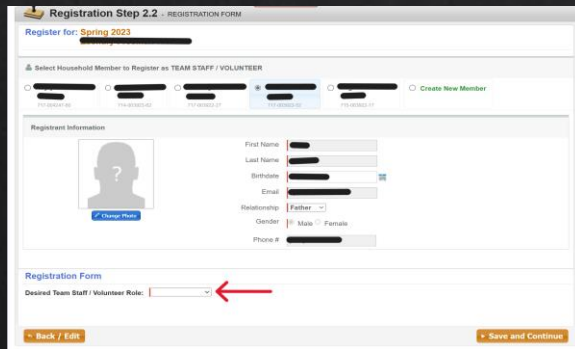


Image 6

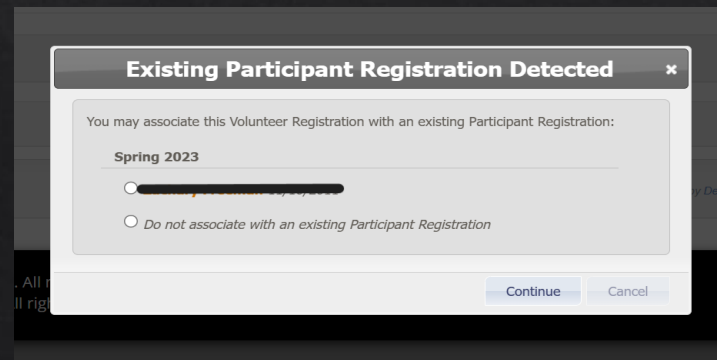


Image 5

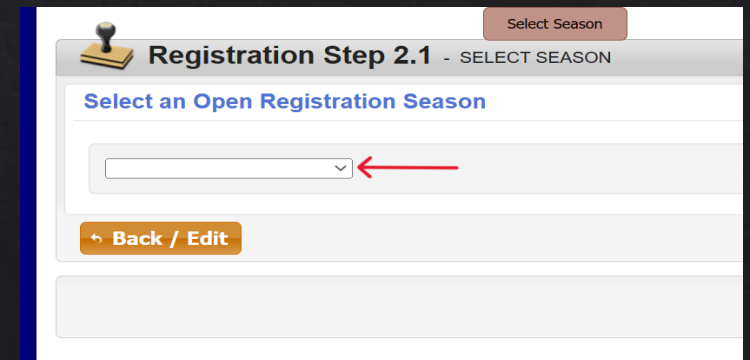


Image 4

# Completing Your Training

1. Once you have registered to be a volunteer, and have returned to your Dashboard in DemoSphere, Click on “My Account”. (Image 1)
2. When you see “My Profile” Click on the linked websites under the Network section. (Image 2)
3. When the websites appear select “Kentucky Youth Soccer Association”. (Image 3)
4. You will then be logged into KYSA DemoSphere (this will look close to RYSA). When you are under “My Account” You will then see a “RISK MGMT” tab. Click on that. (Image 4)
5. You will then see a “Risk Management Portal Access” section show. Click on the blue “Players Health Sign In” at the bottom. (Image 5)
6. It will then ask you to Authorize Players Health to use your DemoSphere account. Click “Authorize”
7. You will now be taken to the Players Health Website. You will have to complete 3 things here.
  1. Waivers – We require an infectious disease waiver.
  2. BG Check (Background Check) – This is a national background check.
  3. Trainings – Training Consists of Safe Sport.
8. Once Complete you are done with all the required Players Health information.
9. You will then need to go to Radcliff Police Department (220 Freedoms Way, Radcliff, KY 40160) and complete a local background check. Tell them you are with RYSA and it will not cost you anything.
10. You will also need to complete a concussion course for the CDC located here: <https://www.train.org/cdctrain/course/1089818/> The course is named “HEADS UP to Youth Sports: Online Training for Coaches” You will be required to sign in or create an account for this site.
11. When you have all the required training completed (Safe Sport, Local BG Check, and Heads Up Concussion Course), Email them to your Age Group Commissioner.

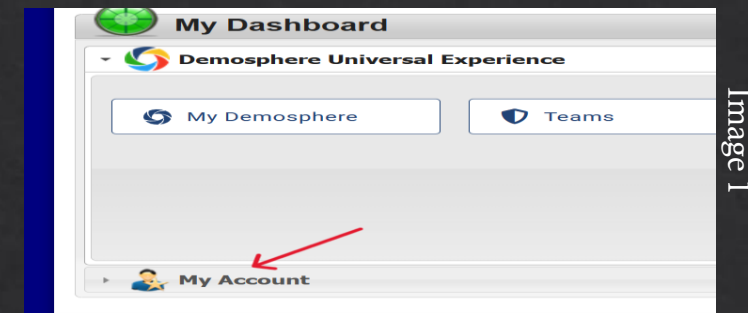


Image 1

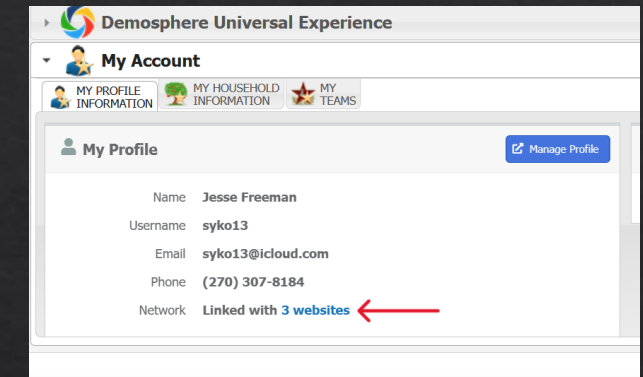


Image 2

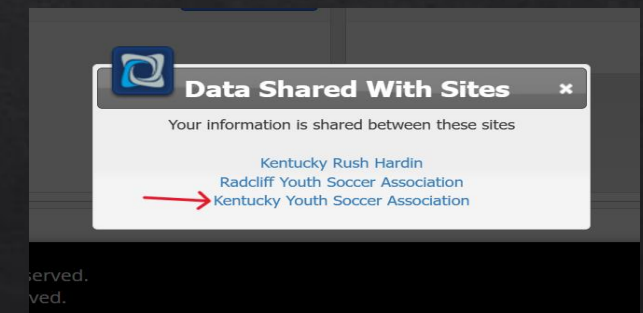


Image 3

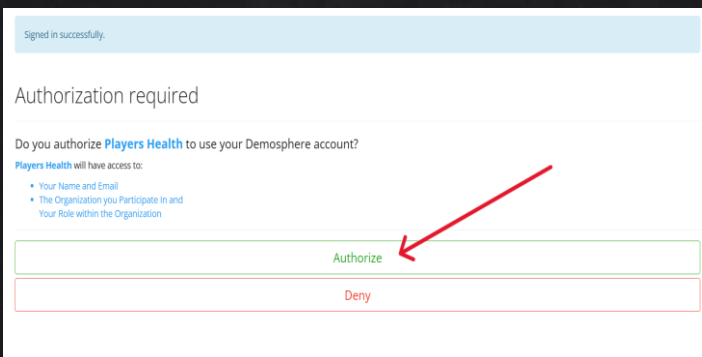


Image 6

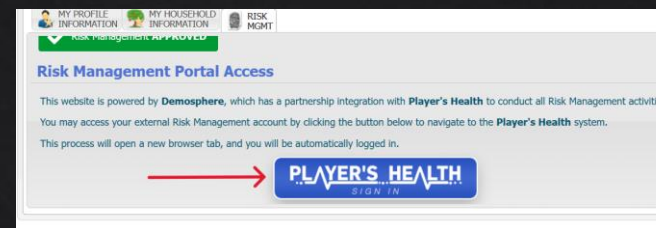


Image 5

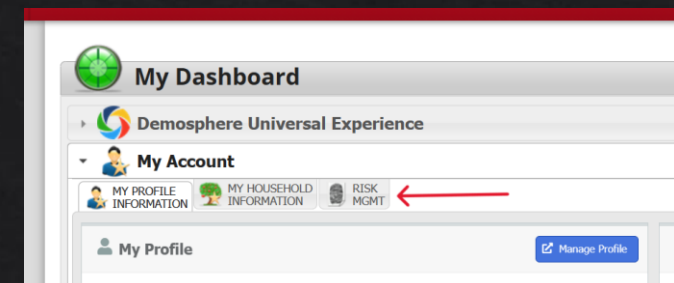


Image 4