

*Recognition of Athletic Clubs*

Requirements for Recognition of Athletic Clubs

Athletic Clubs seeking school recognition and club status from the Tredyffrin/Easttown School District (“the District”) must meet the following requirements:

1. Each club must designate an advisor/coach, who must be approved by the Principal of Conestoga High School or their designee, and a club president.
2. The District reserves the right to designate or remove a particular individual as an advisor/coach to a particular club or to reject a proposed candidate.
3. The club president must be an adult (21 years old or older), but need not be an employee of the District. The individual must agree to serve as club president without additional compensation from the District. The advisor/coach may also serve as club president.
4. The club must normally be privately funded for the entire season and not expect financial assistance from the District.
5. Only students who meet academic eligibility requirements as established by the P.I.A.A., Conestoga High School and other applicable Board Policy may participate in the club.
6. The club must have a policy or procedure in place for providing financial assistance to students who are experiencing a financial hardship or difficulty in paying costs/fees related to participation in the club sport. Such policy or procedure shall, to the maximum extent feasible, be designed with safeguards in effect to maintain as confidential the identity of any student or family that requests financial assistance or accommodation in order to participate in the club sport.
7. Transportation to club functions shall be supplied by the club at the club’s expense and shall be provided only by appropriately insured drivers duly licensed by the Commonwealth of Pennsylvania.
8. The club will be responsible for adoption and implementation of its own rules and regulations governing all aspects of the activity. A copy of those rules must be submitted annually to the Principal of Conestoga High School or their designee.

9. The advisor/coach and club president must execute the prescribed Hold Harmless and Indemnification Agreement.
10. Advisors/coaches must provide all criminal background history reports and child abuse certifications required by applicable law and/or Board Policy.
11. Each club participant shall be required to give evidence to the District through the club that they have medical, dental, and hospitalization insurance coverage.
12. Each club participant shall be required to submit all P.I.A.A. forms, as well as any other medical or emergency information required of participants in interscholastic athletics.
13. The club must obtain maximum aggregate limit comprehensive general liability insurance coverage in the amount of \$500,000 per occurrence, which policy shall name the District as an additional insured, and submit annually a certificate evidencing such coverage to the District's Business Manager or designee.
14. The club must obtain maximum aggregate limit directors and officers' insurance coverage in the amount of \$500,000 per occurrence or \$1,000,000 for all claims made during a policy year and submit annually a certificate evidencing such coverage to the District's Business Manager or designee.
15. The advisor/coach and club president are jointly responsible for the club's compliance with the rules stated above and are responsible for providing all necessary notices or other documentation required above before the activity begins. The District reserves the right at any time to review club status and to revoke club status for any club that fails to remain in compliance with the rules stated above.
16. School recognition and club status are valid for a maximum of one year and must be renewed annually through submission of an Application for Athletic Club Status at least two months before the expected starting date.

While club sports and related trips/activities are not sponsored by the District, recognition and club status entitle a club and its participants to the following:

1. The school will award varsity letters and/or certificates if club participants meet participation requirements of officially sanctioned Conestoga High School athletic teams.

2. The club may use District facilities, subject to availability, with the understanding that established interscholastic and intramural programs are given priority. The club is responsible for any damages caused or incurred during the time the club is using District facilities or equipment.
3. Participation in the club shall be recognized on a Conestoga High School student participant's transcript if the participant meets the participation requirements of officially sanctioned Conestoga High School athletic teams.

Administrative Procedure for Recognition of Athletic Clubs

1. By August 1 of each year, the Athletic Director is responsible for notifying the school community that all athletic clubs seeking renewal of school recognition and club status must submit an Application for Athletic Club Status.
2. A completed Application for Athletic Club Status must include the following:
  - a. A copy of the current club rules and regulations; and
  - b. The Hold Harmless and Indemnification Agreement signed by the Advisor/Coach and the Club President.
3. The Athletic Director is responsible for initial review of the Application for Athletic Club Status for completeness and compliance with the Tredyffrin/Easttown School District Requirements for Recognition of Athletic Clubs, including confirming that all insurance certificates have been submitted by the club to the Business Manager or designee.
4. Once the Athletic Director has reviewed the application for completeness and compliance, the Athletic Director will forward the Application to the Conestoga High School Principal or designee for final review.
5. The Principal or designee will forward the application to the Superintendent or designee.
6. The Athletic Director is responsible for ensuring yearly compliance on the part of all athletic clubs with the Tredyffrin/Easttown School District Requirements for Recognition of Athletic Clubs. This includes annually, no later than August 1, notifying each club president and each advisor/coach of existing clubs of the need to resubmit an Application for Athletic Club Status at least two months before the expected starting date.

Other Requirements/Prohibitions

1. Although club sports and related trips/activities are not sponsored by the District, club coaches must adhere to all rules and regulations contained in the Conestoga High School Coaches manual. Additionally, all club coaches are required to comply with the provisions of Board Policy and Administrative Regulation 4511 (Outside Employment and Outside Business Interests), regardless of whether or not the club coach is a District employee. Failure of club coaches to comply with the provisions outlined in Board Policy and Administrative Regulation 4511 will be grounds for the District to immediately remove the club coach from their position.
2. No District administrator with any responsibility whatsoever for overseeing the activities or operations of the club may serve on the Board of Directors or in any other similar advisory role for the club or its parent organization.

Adopted: March 4, 1998  
Revised: April 16, 1998  
Revised: January 28, 1999  
Revised: March 18, 1999  
Revised: December 20, 1999  
Revised: February 23, 2004  
Revised: November 2004  
Revised: July 1, 2010  
Revised: April 20, 2017  
Revised: March 4, 2019  
Revised: April 6, 2021  
Revised: May 4, 2021

**Tredyffrin/Easttown School District**  
**Annual Application for Recognition and Athletic Club Status**

Directions

Any athletic club seeking recognition and club status from the Tredyffrin/Easttown School District must complete this form and agree to comply with and abide by the attached Tredyffrin/Easttown School District Requirements for Recognition of Athletic Clubs.

Completed applications must be returned at least two months before the expected starting date accompanied by the following:

1. A copy of the current club rules and regulations; and
2. The Hold Harmless and Indemnification Agreement signed by the advisor/coach and the club president.

Information Required

- a. Name of Club \_\_\_\_\_
- b. Name of Advisor/Coach \_\_\_\_\_
- c. Name of Club President \_\_\_\_\_
- d. Name of Activity or Sport \_\_\_\_\_
- e. Name of general liability insurance carrier \_\_\_\_\_  
\_\_\_\_\_
- f. Name of directors' and officers' insurance carrier \_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Date

**Tredyffrin/Easttown School District**  
**Conestoga High School Athletic Club**  
**Hold Harmless and Indemnification Agreement**

\_\_\_\_\_ Club ("Club") agrees to the following in consideration of its receipt of official club status from the Board of School Directors of Tredyffrin/Easttown School District ("the District").

1. The Club agrees to indemnify and hold the District and its agents, officers, representatives, directors, administrators, and employees harmless from and against any and all liability arising from or based upon the activities of the Club.
2. Liability includes any and all demands, loss, damage, expense, causes of actions, lawsuits, claims, or judgments, including attorney's fees, and includes but is not limited to injuries to person or property.
3. The Club shall, at its own cost and expense, defend and indemnify the District and its agents, officers, representatives, directors, administrators, and employees against any and all lawsuits which may be brought against the District and/or its agents, officers, representatives, directors, administrators, and employees whether that lawsuit is brought against the District alone or in conjunction with others.
4. The Club shall satisfy, pay, and discharge any and all judgments and fines that may be recovered against the District and/or its agents, officers, representatives, directors, administrators, and employees in any lawsuit referenced in paragraph 3 above.
5. The District shall give the Club written notice of any potential liability, as defined above, against which the District is seeking to be indemnified or held harmless, as contemplated in this Agreement.

Intending to be legally bound, the Club agrees to the foregoing.

\_\_\_\_\_  
**Club President**

\_\_\_\_\_  
**Advisor/Coach**

\_\_\_\_\_  
**Date**

**Tredyffrin/Easttown School District**  
**Athletic Club Advisor/Coach Agreement**

I, \_\_\_\_\_, Advisor/Coach for \_\_\_\_\_  
\_\_\_\_\_

have received and reviewed the Tredyffrin/Easttown School District Requirements for Recognition of Athletic Clubs attached to this application and agree to abide by those requirements.

\_\_\_\_\_  
Advisor/Coach

Commonwealth of Pennsylvania

County of \_\_\_\_\_

On this the \_\_\_\_\_ day of \_\_\_\_\_, before me,

\_\_\_\_\_, the undersigned officer, personally appeared,

\_\_\_\_\_ known to me to be the person whose name is

subscribed to this document, and acknowledged that she/he executed the same for the purposes therein contained.

In witness whereof, I hereto set my hand and official seal.

\_\_\_\_\_  
Notary Public

**Tredyffrin/Easttown School District**  
**Athletic Club President Agreement**

I, \_\_\_\_\_, Club President for \_\_\_\_\_  
\_\_\_\_\_

have received and reviewed the Tredyffrin/Easttown School District Requirements for Recognition of Athletic Clubs attached to this application and agree to abide by those requirements.

\_\_\_\_\_  
Club President

Commonwealth of Pennsylvania

County of \_\_\_\_\_

On this the \_\_\_\_\_ day of \_\_\_\_\_, before me,

\_\_\_\_\_, the undersigned officer, personally appeared,

\_\_\_\_\_ known to me to be the person whose name is

subscribed to this document, and acknowledged that she/he executed the same for the purposes therein contained.

In witness whereof, I hereto set my hand and official seal.

\_\_\_\_\_  
Notary Public