



2020 Volleyball Officials' Training Sessions

Sunday, August 30 @ Christ the King Parish Gym (5:00-6:15pm)

Thursday, September 10 @ Christ the King Parish Gym (6:00-7:30pm)

Sunday, September 13 @ Regina Coeli Gym (scheduled shift)

Wednesday, September 16 @ Christ the King Parish Gym (6-7:30pm)

CYO girls' grade school volleyball games (3rd-8th grades) begin Saturday, September 26th. Games are played at various metro Toledo area parish & high school gyms on Saturdays (beginning at 8:30am thru 4:00pm) and Sundays (beginning at 1:00pm thru 7:00pm). Girls' high school games are played on Sundays only and are officiated by Ohio High School Athletic Association licensed referees who are assisted by high school students who have completed CYO training.

CYO trained officials are paid minimum wage (\$7.25/hour for 14 & 15 year olds; \$8.70 for older officials). Those who attend training sessions will be paid \$5 per session. Potential officials are expected to attend all four training sessions. Checks for games worked are issued on the 15th and last day of each month. A payroll schedule will be provided to you.

Potential officials must submit a completed W-4 form (including birth date), as well as a completed I-9 form (and bring qualifying documents as for) to training classes before they can be paid.

National Federation high school volleyball rules govern all CYO games, except where specific CYO rules apply. We will discuss rules at the training sessions, but all officials are expected to be familiar with both National Federation and CYO rules. CYO rules are on-line at the CYO website (www.toledodiocese.org/CYO).

Officials will be assigned to games based on experience, ability, and to some degree seniority. Those who work the hardest, and do the best job, will generally be assigned to the most matches.

We are committed to providing a safe, Christian atmosphere in which the girls may play. Everything we do must be directed toward this goal. The CYO program is a great place to work. It is particularly satisfying to know that we are helping to provide a worthwhile opportunity for so many young girls. We are quite serious about doing a good job. Knowing the rules, and working to ensure the proper atmosphere are our main priorities. There is much to be learned in working for the CYO, and we know you will have a great time.

In addition to attending the training sessions, every official must have completed the free online concussion awareness course at the National Federation of State High School Associations (NFHS) at <https://nfhslearn.com/courses/61064/concussion-in-sports> in response to Ohio House Bill 143 which took effect in April 2013. Follow the attached instructions and bring a paper copy of the Certificate of Completion with you to the first training session on August 30th. No official will be scheduled to work without a certificate on file in the CYO Office. **Currently the Certificate is valid for three years.** For more information, contact the CYO Office by emailing CYO@toledodiocese.org.

Complete the free online concussion course at the National Federation of State High School Associations (NFHS) at: <https://nfhslearn.com/courses/61064/concussion-in-sports>

For new users: select order course for **'Concussion In Sports'**. Click on the **"Register"** button top right of the screen. Complete the **Account Setup** (email, password)

Complete Personal Information

Complete Profile Information. **Primary position** = "coach". **What sports are you involved with?** You may fill this line in or leave it blank.

Your School/Organization - select your **State** from the dropdown , type in your city

Full name of school/organization – "Diocese of Toledo"

Nfhs* select this box (required). Select Finish at the bottom

Verify Your Account – select one of two options: This Email is Accurate or Update Account Information

Select NFHSLearn FOR YOU at the top, select coaches, select your state

Home – this box will pop up in the middle of the screen. Click on the **"X"** upper right corner of this box.

For all coaches: Select: **Concussion in Sports - Order course**

Click on **Order Course** again

This course will be completed by: (select one)

- Myself
- Others

Continue

Your Shopping Cart. Select your **State**. Select **Checkout** bottom right corner.

Your Order screen. Below the Total:

- I agree to the NFHS no Refund Policy for online education courses (select the box).

Select **Continue** bottom left

Your **'Order Receipt'** will come up. The 2nd sentence starts: "To access your course(s) please click here".

Please select **click here** in that sentence. Select **My Courses** on left in blue box. (Concussion in Sports).

Turn up the volume. View the tour. You will be prompted to select **NEXT** (bottom right) on some screens to continue.

Unit 1 – **Concussion Overview**.

Answer 11 pre-test questions. Video will begin. You will be prompted to select **next** at the beginning of each unit to continue the video. In Unit 3 – "Your Responsibilities", to continue slide #3, select the school and then select the home. Select **Next**. View all units. Unit 4 is Review: answer 11 post-test questions.

Select **Next** bottom right. The video concludes. Select **Next** bottom right. Complete the **Course**

Evaluation. **Submit** bottom left. At this time, the certificate will show on the screen. You will be prompted to print or download the certificate. The certificate will auto-fill with your name, date of completion, state and completion code. (all individuals will have a different completion code). You may save it to your computer or print it. Please submit your certificate electronically to:

CYO@toledodiocese.org

Exit and then logout top right.

The course, from registration to completion should take approximately 30 minutes