

Potomac Valley Swimming LEAP 2 Requirements

REQUIRED

- COPPA Statement
- Crisis Management Plan
- Ad in Championship Meet Programs for Safe Sport Education
- Quadrennial Budget
- LSC Structure/ Boundaries/Membership Info/ Zone Boundaries/
Governance Structure- posted on website
- New BOD Member Orientation
 - Board orientation introduces new board members to BOD operations and function. New board members should receive a Board Orientation notebook containing items such as copies of budgets, minutes, committees, bylaws, job descriptions and LSC structure. Upload the table of contents or an outline of your board orientation material.
- Meet Directors/ Meet Operations workshop each year.
- Coaches Safety training opportunities posted and provided by the LSC.
- Registration Seminars for Club Registrars.
 - Club registrars must be familiar with LSC registration policies and procedures. Upload a document that describes the registration seminars or workshops that are offered to clubs. Give 1 point for each offering (within one year of LEAP submission) up to a maximum of three points.
- Team Scores for Senior/ Junior Champs

ADDITIONAL

- Blank Employee Performance Review
- Diversity Committee Posted and Members
- Volunteer Recruitment posting
- Board Orientation Session
- Senior Coach of the year/ Developmental Coach of the year (we have Age Group)
- LSC Offered CPR and First Aid classes
- Club Portal Access information
 - Each member Club has a Club Portal which allows coaches/administrators to access informative reports, such as athlete rosters, coach credentials status, membership trends, IMX and Virtual Club scores, etc. Upload a document showing the information on accessing the portal that the Registration/Membership Chair provides to member clubs and award one point.
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