

# Instructions for Volunteer Training- Safe Haven and Head Concussion Courses

AYSO Region 159



**Thank you for volunteering!** Below are instructions to complete two courses that are mandatory for AYSO volunteers (Referees and Coaches must take both).

AYSO now requires [Safe Haven](#) and [CDC Head Concussion](#) training **semi-annually** and we need your certifications to be valid through the end of the AYSO fiscal year (aka Membership Year). So even if you took them before May of the year before the fiscal year starts (e.g. before May of 2018 for the 2019/2020 season), you need to complete them before any involvement with the players in the upcoming season.

Please read this entire email carefully. For questions please e-mail the Regional Referee Administrator at [Referees.ayso159@gmail.com](mailto:Referees.ayso159@gmail.com).

## Signup:

1. Login into AYSOU
  - a. Go to the Los Al AYSO Region 159 website: [www.ayso159.org](http://www.ayso159.org)
  - b. Click on the grey "AYSOU" Tab on the homepage
  - c. On the AYSOU website click the blue Login button on the top right
  - d. Login with the same username and password you use on the ayso159.org website. *\*If you don't know your username or password visit [www.ayso159.org](http://www.ayso159.org) and click on the LOGIN button and select either Forgot your [Username](#) or [Password](#) link to retrieve login information.*
2. Click on  tab at the top of the screen
3. Click on "OPEN" next to the course(s) you need to take (Referees and Coaches take both annually)

	 AYSO's Safe Haven	<a href="#">Open</a>
	 CDC: Concussion Course	<a href="#">Open</a>

4. Complete Each Section of the course, as you complete each section the circle to the left increases blue as a percentage, then once complete will be 100% green or turn into a green check mark. Once you complete all sections the page will appear as follows:

Online Courses ▶ AYSO's Safe Haven

 **AYSO's Safe Haven**  
100%  
 Start: Sun 23 Jul 2017

AYSO's Safe Haven was developed to protect both children and volunteers. The program covers protection guidelines, safety and injury prevention as well as the important of role modeling sporting behavior and supporting the philosophies of AYSO.

	 Introduction to Safe Haven	<a href="#">Launch</a>
	 Volunteers	<a href="#">Launch</a>
	 Protection Guidelines	<a href="#">Launch</a>
	 Child Protection	<a href="#">Launch</a>
	 Emergency Medical Conditions	<a href="#">Launch</a>
	 Play it Safe	<a href="#">Launch</a>
	 Role Models	<a href="#">Launch</a>
	 Final Exam	<a href="#">Launch</a>
	 Safe Haven Certificate	<a href="#">Launch</a>
	 Safe Haven eBook Download Site	<a href="#">Launch</a>

5. Once both Safe Haven and Concussion courses are complete the Online Courses page should appear as follows:

	AYSO's Safe Haven	<a href="#">Open</a>
	CDC: Concussion Course	<a href="#">Open</a>

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