



End of Season Report



Head Coaches, as your season concludes, please complete your coaching responsibilities by taking care of the following items for the Athletic Department:

- Final Roster
- Season Playdates and Results
- Season Summary
- Equipment Inventory
- Missing Equipment
- Uniform Inventory
- Awards, Varsity Letters, etc.
- Potential Hall of Fame Nomination

Head Coaches, as your season concludes, please complete your coaching responsibilities by taking care of the following items for your Building:

- Uniforms Washed, Counted, Boxed, Labeled and Secured
- First Aid Kit and AED Cleaned and Returned to Athletic Liaison
- Return and Secure All Equipment
- Key(s) Returned to Principal or Assistant Principal

Thank you for your cooperation. Please return this as one packet, as you received it.
Forward to: pjricci@buffaloschools.org

Name: _____

Sport: _____

FINAL ROSTER

School: _____

Coach: _____

Team: _____

Year: _____

Please include only the Student-Athletes who have completed your season.

Combined teams **MUST** list home school

<u>#</u>	<u>NAME</u>	<u>Home School</u>	<u>GRADE</u>

SEASON PLAY DATES AND RESULTS

Include league, non-league, tournaments, and playoffs in order of play date. Please do not include scrimmages. If you have a Section VI report which includes regular and post season results, feel free to print and insert.

<u>DATE</u>	<u>OPPONENT</u>	<u>SITE</u> <u>H/A</u>	<u>SCORE</u> <u>Your Team</u>	<u>SCORE</u> <u>Opponent</u>

League Record: _____
 Overall Record: _____

SEASON SUMMARY

School Year 20__ - 20__

- 1) List your players who received any individual accolades: All-League, Federation, Sectional, WNY, State, All Tournament recognition (attach page if necessary)

Player

Recognition

- 1)
- 2)
- 3)
- 4)
- 5)

- 2) List divisional or overall league championships, sectional or state playoff, state championship results:

- 3) List any individual or school records matched or set by Athletes or Coaches.

- 4) I received a Coaching Service Award_____

EQUIPMENT INVENTORY

Once you have inspected, cleaned and counted your equipment, please document on the below table.

#	<u>EQUIPMENT DESCRIPTION</u>	<u>QUANTITY</u>	<u>LOCATION</u>
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			

MISSING EQUIPMENT

The following individual(s) are delinquent in returning interscholastic sports equipment issued to them during the sports season.

<u>NAME</u>	<u>GRADE</u>	<u>ITEM(S)</u>

UNIFORM INVENTORY

Once you have inspected, cleaned and counted your uniform, please document on the below table.

<u>#</u>	<u>UNIFORM DESCRIPTION</u>	<u>QUANTITY</u>	<u>LOCATION</u>
1			
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AWARD ORDER

Once you've completed your season, please submit this order form based off your final Varsity roster.

Number of Varsity Letters _____ Tournament Trophies _____

Medals Special Awards _____ Ribbons _____

Special Awards _____

Varsity Letter Criteria: The varsity letter criteria cover all sports.

- Must be academically eligible, in good academic and athletic standing and complete the season.
- Injured players may receive a letter if in the opinion of the head coach he/she would have participated enough if they had not been injured, and also served the team in some capacity while injured.
- Show marked improvement during the season and from the previous season.
- Be of good character, a teammate and team player.
- Attend all practices, games, meets or matches unless excused by the coach, parent, or doctor.
- Regular member of the varsity team that has contributed to the team's success.

Sport Specific Varsity Letter Criteria: In addition to the general letter criteria.

Baseball & Softball - Play in at least one-third of the total number of games.

Basketball - Play in one-third of the total number of seasons games.

Cross Country - Placing within the top seven (7) in over one-half of all scheduled meets.

Football - Complete in one-half of total seasons quarters of varsity football.

Golf - Participate in one-half of the varsity matches.

Swimming - Swim one event at every meet and accumulate at least 40 points.

Tennis - Participation in one-third or more of the varsity matches.

Track & Field - Accumulate a minimum of twenty points during the season in regularly scheduled meets including the tournament series. Points will be awarded on the following basis:
One-half point per event participation in each meet. Must be an event in which you regularly compete or train for. Actual points scored in varsity competition.

Volleyball - Play one-half of total seasons games.