



## KIDS RUN THE OC NEXT STEPS CHECKLIST

- Attend mandatory KROC training on your selected date.
- Get approvals from your principal.
- Make a presentation to PTA key leaders or entire PTA to gain buy-in + find volunteers.
- Enlist help of key school staff/PTA, etc. to solicit volunteer coaches & coordinators.
- Develop School Specific Training Program Details (dates, meeting places, times, schedules, coach contact information) – Template is provided on [kidsruntheoc.org/coaches-corner](http://kidsruntheoc.org/coaches-corner) labeled 'Editable Training Program'
- Hold a Mandatory Parent Meeting to provide specific training program detail and KROC program registration detail to students and parents and to solicit volunteers.
- Begin encouraging registration and developing team roster. Students register online at [kidsruntheoc.org](http://kidsruntheoc.org) beginning in December 2023.
- Begin training program no later than week of February 5, 2024.
- \*If applicable:** Turn in spreadsheet rosters & scholarships by February 24, 2023. You must create, distribute and collect registration information and payment. One spreadsheet and one check must be provided to the OC Marathon Foundation. We will provide you with the spreadsheet template.
- Remind parents to register online by March 1, 2024 (\$29.00 fee). Once 30 participant thresholds are met, school receives \$5.00 rebate per runner over the threshold.
- \*If registrations are sent via spreadsheet:** Collect signed waivers – can be downloaded in English and Spanish at [www.kidsruntheoc.org/coaches-corner](http://www.kidsruntheoc.org/coaches-corner)
- Check and approve roster online by March 15th, 2024.
- Attend Mandatory Event Day Training on April 20, 2024.
- Hold Mandatory Parent Meeting for Event Day to hand out all Event Day maps, instructions etc. and distribute bibs (or hold bibs until race morning).
- Come to race day, May 4th, 2024 and HAVE A BLAST!

[WWW.KIDSRUNTHEOC.COM/COACHES-CORNER](http://WWW.KIDSRUNTHEOC.COM/COACHES-CORNER)