

Overtime Franchisee: Pre-Training Exercise – OTA INVESTIGATION – Rules, Regulations, Requirements

WHAT'S THE POINT?

Below are three categories that impact how we provide our services. Insurance Requirements, Background Checks, and Reserving/Renting Community Space for programming CAN BE unique to each territory. Your training will include what the OTA requirements are for each of these topics, but you may encounter a partnership that has additional requirements to that of what OTA already outlines. All we want New Franchisees to take away at this stage of their training is an understanding that seeking out specific information about these rules, regulations, and requirements is essential to operating successfully. Review the below and download the Template Spreadsheet so that when you begin your Target Investigations and Sales Process, you will have a mechanism for recording any specific information to assist with addressing these topics for when the time comes.

*Insurance Requirements – It is commonplace in youth programming for vendors and providers of after school programs and summer camps to have insurance coverage/policies. It is important to know the requirements that school districts or partnering organizations have for agreeing to Overtime Athletics' services. These are common questions that schools and facilities are asked and knowing the required language and limits for a certificate of insurance should be discovered to make sure that what our Franchise System requires is within the parameters of what is needed

**Background Checks and Clearance Requirements – anyone interested in providing youth programs must be aware of the clearance requirements to do so from either districts, schools, or private facilities. Discovering the requirements, costs, timeline, and process is essential so that staffing strategies can be developed in order to provide the OTA service. Ultimately, creating a handout or email template that would be given or sent to a New Hire is the goal. Any directions should also contain accompanying documents should there be any.

***Securing Program Space – some districts have a mechanism for securing, reserving, renting program space without partnering or having approval from any school contact or entity. Knowing whether this option is available to you is important. Information you will want to gather includes – eligibility, cost, timeline, paperwork, online options, deposits, cancellation policy, burden of use, rights of use, etc.