



10500 Reading Road
Cincinnati, OH 45241
513-563-2247 FAX 513-956-2680
www.evendaleohio.org

Youth Sports Policies and Procedures Manual

Last Update: February, 2007

FUN is a pivotal reason for being involved in a sport.

Lack of FUN is a leading reason for dropping out!

(Study was sponsored by the Athletic Footwear Association. Over 10,000 students between 10-18 years participated in Ohio, Michigan and 8 other states.)

Questions or comments can be directed to:

Kristen Maiden, CPRP, CYSA
Program Supervisor
Kristen.maiden@evendaleohio.org

Table of Contents

	<u>Page #</u>
Mission Statement	3
Objectives	3
Philosophy of Youth Sports	4
Creating a Protective Shield	5
General Policies	
a. Participation/Eligibility/Playing Time	6
b. Sign-ups	6 & 7
c. Team Size Limits	7
d. Fees	7 & 8
e. Refund Information	8
f. Uniforms	9
g. Medical Emergencies & Safety	9
h. Weather	10
i. Rescheduling and Game Cancellations	10
j. Practice and Game Schedules	10
k. Trophies and Awards	10
l. Alcoholic Beverages, Tobacco and Drugs	10
m. Grievances & Suspension and Disciplinary Policies	11
n. Team Selection Procedures	11
o. Team Photos	11
p. League Rules	11
q. Evaluations	12
r. Personal Liability	12 & 13
Coaches Section	14
a. Selection of Volunteer Coaches	14
b. Enforcement of NYSCA's Code of Ethics	14
c. NYSCA Certification Program	15 & 16
d. Coaches Code of Ethics Pledge	17
e. Phone call- one call system	18
f. Department Assistance/Misc. Information	18
g. End of Season	19
h. Dehydration & Other Heat Illnesses	19
i. Minimal Touch Policy	19
Parents' Corner	20
a. PAYS Program	20
b. Responsibilities and Expectations	21
c. Parents' Code of Ethics & Enforcement	22
d. Parents: Role Models for Life	23
e. Odds of Playing Sports in College	24
f. What Children are Saying	24
Player's Corner	25
a. Responsibilities & Expectations	25
b. Player's Code of Ethics	26
c. Enforcement of Player's Code of Ethics	26

Mission Statement

To improve the quality of life for all residents of Evendale by providing leisure and cultural programs and activities, special events, facilities and services that encourage health, fitness, relaxation, enjoyment, cultural enrichment and learning while providing opportunities for community involvement.

Youth Sports Mission Statement & Objectives

The mission of the Evendale Recreation Department Youth Sports Program is to provide sports activities to all who want to participate. These sports are provided to encourage learning, social interaction, physical exercise, skill development and FUN!

A primary objective of the Village of Evendale Recreation Department is to provide recreational team sports opportunities for all residents and business patrons who want to participate. The Commission has formulated these policies to foster this participation, to increase the enjoyment and development of the participating players, and to provide guidelines for players, coaches, parents and Department personnel.

Philosophy of Youth Sports

The Evendale Recreation Department strongly believes in the benefits of organized sports for our youth. Participation in sports has proven to be a great asset to the learning experience as children grow, building self-esteem, promoting teamwork, and promoting fitness/exercise opportunities.

The Village of Evendale has incorporated the philosophies set forth in “National Standards in Youth Sports,” a publication compiled by the National Alliance for Youth Sports based on an assembly of 48 of the nation’s leading experts representing a vast variety of disciplines affecting youth sports. The following standards were established:

Standard #1- Proper Sports Equipment

Parents must consider and carefully choose the proper environment for their child, including the appropriate age and development for participation, the type of sport, the rules in the sport, the age range of the participants, and the proper level of physical and emotional stress.

Standard #2- Programs Based on Well-Being of Child

Parents must select youth sports programs that are developed and organized to enhance the emotional, physical, social and educational well-being of children

Standard #3 – Drug, Tobacco and Alcohol-Free Environment

Parents must encourage a drug, tobacco and alcohol-free environment for their children.

Standard #4 – Part of Child’s Life

Parents must recognize that youth sports are only a small part of a child’s life.

Standard #5 – Training

Parents must insist that coaches be trained and certified.

Standard #6- Parents’ Active Role

Parents must make a serious effort to take an active role in the youth sports experience of their child providing positive support as spectators, coaches, league administrators and/or caring parents.

Standard #7- Positive Role Models

Parents must be a positive role model exhibiting sportsmanlike behavior at games, practices, and home while giving positive reinforcement to their child and supporting their child’s coaches.

Standard #8- Parental Commitment

Parents must demonstrate their commitment to their child’s youth sports experience by signing a parental code of ethics.

Standard #9- Safe Playing Situations

Parents must insist on safe playing facilities, healthful playing situations and proper first aid applications, should the need arise.

Standard #10- Equal Play Opportunity

Parents, coaches, and league administrators must provide equal sports play opportunity for all youth regardless of race, creed, sex, economic status or ability.

Standard #11- Drug, Tobacco & Alcohol-Free Adults

Parents as coaches, fans, and league administrators must be drug, tobacco and alcohol-free at youth sports activities.

To view entire National Standards for Youth Sports document, please visit <http://www.nays.org/TimeOut/National%20Standards.pdf> Please note that all standards may not have been adapted verbatim. The Evendale Recreation Department reserves the right to modify standards as it sees fit.

Creating a Protective Shield

This youth sports program exists to help children in the development of positive life skills and self concepts. Our goal is to provide safe, enjoyable recreational opportunities for participants.

We are against any forms of abuse or maltreatment of children in youth sports. We each have a responsibility to do what we can to prevent any and all forms of child abuse.

We intend to take reasonable and intentional action to protect participants from any form of abuse or maltreatment and to deal with any transgressions in a timely and appropriate manner.

The Evendale Recreation Department uses all reasonable efforts to screen employees and/or volunteers in order to avoid instances where young athletes may be endangered, neglected or abused.

Although no organization can make every participant 100% safe from all forms of abuse, through screening, training, supervision and steps to create a healthy environment for children to thrive in youth sports, we are taking critical steps toward protecting all of our participants.

It is our mission to teach the basic skills which young people need to play sports in a safe and nurturing environment, where all children get an equal chance to play regardless of skill level.

Every child in our leagues has the right to have fun while participating in our program.

We will not tolerate any abusive behaviors that may jeopardize a child's well-being.

Adopted from the National Alliance for Youth Sports Child Abuse and Youth Sports: A Comprehensive Risk Management Program.

Participation/Eligibility

1. All Evendale youth are eligible to sign-up for recreational team sports despite ability.
2. The Department will permit eligible family members and non-residents to play on Evendale recreational teams under the following conditions:
 - the rules of the specific sport league permit it, and all forms have been completed
 - the resulting team size is within the minimum and maximum team size
 - the players and their guardians agree to abide by general operating and youth sport policies set forth; e.g. team selection, playing time, code of conduct, National Standards, etc.
 - the coach(es) involved are consulted

A. Parent (s)/guardian(s) must participate in the PAYS program before a child is eligible to participate in our youth sports leagues

B. If a parent/guardian violates the principles/philosophies of the PAYS program during the course of a particular sport season, that parent/guardian will be suspended from attending at least one regularly scheduled game and that person must, again, view the PAYS DVD.

 - Non-Evendale** Coaches may recruit players, however, these players are not guaranteed to be on their team unless approved by the Program Supervisor.

Playing Time

To foster enjoyment and personal development for all players participating in team sports, the Department expects that Evendale coaches adhere to the following time requirements. League rules should be followed if the minimum playing time is greater than the Department requirement.

- Baseball and Softball – each player plays at least two (2) innings in the field per game and is a part of a continuous batting lineup; i.e. if league rules permit a continuous lineup
- Basketball – each player plays at least one (1) quarter per game
- Soccer – each player plays at least two (2) quarters (or one half) per game
- Other sports that may be affected are: swim, tennis, and volleyball
- **After playing requirements are met, coaches will be encouraged to give Evendale players additional playing time. Equal playing time is encouraged.**

Sign-Ups

1. Every sports league program has registration deadlines and unique rules on how the ERD must assemble teams. The Department will establish sign-up periods for each sport and will allow enough advance time for complete teams to be assembled before league registration deadlines.

2. Because of team size restrictions, signing up does not guarantee a position on a team roster. Therefore, the Department takes sign-ups on a first-come, first-serve basis. Reasonable efforts will be made to create additional teams when available teams are over-enrolled.
3. Team Size: the Department establishes minimum team sizes for each sport based upon experience. This is done to reduce forfeited games and to assure that players have reasonable rest breaks that the Department would expect for that sport.
4. The Department establishes maximum team sizes for each sport based upon experience. This is done to assure reasonable levels of playing time for each registered player and to assure that each has the opportunity to receive appropriate amounts of direction from coaches.
5. The Department, from time to time, will approve minor changes to the minimum or maximum team sizes to deal with unique circumstances that may arise. The Department may consult a team coach(es) if we make changes.
6. Medical Form: An Emergency Medical Form must be completed if a child participates in a Department sponsored sports program.
7. The Department will not allow a child to move up to an older age division, unless the younger division has an abundance of players and the older division is short of players. If there is a special request to move a player up, the program supervisor will consider the request. The program supervisor will make a final decision after the supervisor confers with the player's past coach(es) and future coach(es).

Current Limits (Youth)

<u>Sport</u>	<u>Minimum Team Size</u>	<u>Maximum Team Size</u>
Basketball	6	10
Baseball	10	12
Softball	11	16
Soccer	8	22

FEES

The Participant fee for athletic sports league programs varies for each sport. Resident fees will range from \$10-\$40/participant. Non-residents fees may range from \$20-\$80.

After the “early bird” registration deadline date, an additional fee will be charged, and the registration is only accepted if there is space available. This fee will generally be \$10-\$20.

Refund Policy

The following refund policy applies to all programs unless otherwise noted in written Department material.

1. A refund may be issued when a team level is cancelled by the Recreation Department because of low enrollment or other circumstances. When the department does not have enough to field a team in a certain level, the Village will pay the difference in fees (up to \$50) for the participant to play for another community, space permitting.
2. A refund may be issued when requested at least seven (7) days before the season, provided the request does not reduce the participation level below the required minimum.
3. A refund may be issued when a patron becomes ill. The patron must present a doctor’s statement and notify the Recreation Department before the season.
4. A refund may be issued when the patron moves from the area, depending on when in the season the participant moved.
5. A refund may be issued when a team is full.

Refund Payouts

1. Credits for patrons will be compiled and refunds distributed by the Administrative Secretary or staff. Non-residents are not eligible for credits; therefore, the refund will be mailed to them. Depending on situation...see #3 below.
2. For patron requested refunds \$20.00 and under, the patron may receive a credit for future use. This “immediate” refund method will allow patrons to use the credit to pay for future classes, memberships, programs, and activities. The Department will not issue refunds to patrons if the amount is \$5.00 or less and the patrons do not accept a credit on file.
3. For refunds over \$20.00, a check should be issued by the Finance Department and sent to the patron. A \$5.00 service fee will be withheld, to cover processing costs, on all patron requested refunds over \$20.00.
4. **No cash refunds will be issued at anytime.** Refunds may take about four + weeks to process.

Uniforms

For certain sports, sometimes only for certain age groups, the Department purchases the uniforms and lends them to the players for the season. This reduces out-of-pocket costs for residents and allows Evendale teams to wear uniforms that are in line with those of other teams throughout the league.

Instructional Soccer- uniform t-shirts are available for purchase depending on assignment of team.

T-Ball- incorporated in sign-up is the cost of t-shirt and hat.

Baseball- uniforms are loaned out. Players must purchase a hat and socks.

Softball-uniform pants and belts are loaned out. T-shirts are incorporated in sign up fee.

Soccer- uniforms are loaned out.

All loaned out uniforms MUST BE WASHED AND RETURNED AFTER THE SEASON.

Medical Emergencies

For any injury or accident that requires something other than a cleaning and covering with a bandage, coaches and parents are required to seek professional medical assistance through a 911 call.

*All outside sport coaches will have a first aid kit assigned to them to carry with them at all times. If supplies are used during the season, please ask for more when needed.

*Please notify the league if your child has a pre-existing medical condition (i.e. allergies, medications, physical impairments, etc.) at registration. The league will then inform the coach of the situation.

*Emergency Medical Forms should be completed for every player and given to coaches to take to away games in the event that a parent is not present. These can be downloaded off our website:

http://www.evendaleohio.org/Pages/EvendaleOH_Recreation/forms/index

Safety

A safe playing environment is essential to provide a high quality recreational sports program. Coaches must inspect the playing area prior to the beginning of any game or practice to look for dangerous materials or hazards. Coaches should report any and all findings or accidents to the Building Attendant on duty, regardless of the nature of the incident; use the accident report form, which is provided to you. Please call 563-2247 for assistance with field issues/concerns.

Weather

A decision to conduct games will be made by 7:45 am on Saturday and 11:00 am on Sunday. The decision to conduct any afternoon/evening game will be made by 4:30 pm. Coaches may make decisions sooner if they see fit, but are required to call Building Attendant immediately when building opens so that referees/umpires can be notified.

The inclement weather hotline number (956-2667 ext. 620) will be updated. The Building and Grounds Supervisor on duty at the Recreation Center will be responsible for calling home team coaches and updating the hotline number.

Rescheduling Games

Coaches, please try your best to get games in when scheduled. The only good reasons for rescheduling should be associated with religious or school functions. When this does occur, please contact Kristen Maiden about all requests for rescheduling. If cancelled due to bad weather, games need to be rescheduled within 48 hours and played as soon as possible. Do not wait to make up the game until the end of the season.

Practice and Game Schedules

Practice and Game schedules are prepared according to facility availability. Coach's requests are taken into consideration whenever possible. There may be times when department programs will make your field/court unavailable. You will be given these dates ahead of time, whenever possible. If you know you will not be using a practice time, please notify Kristen Maiden. This may give another team an opportunity to have a practice.

Trophies/Awards

Participation awards will be distributed to instructional soccer, t-ball and beginner basketball.

Basketball- individual awards are given out to 1st and 2nd place in league and in tournament.

Soccer - individual awards are given out to 1st and 2nd place in league

Baseball/Softball—team and individual awards are given out to 1st and 2nd place in league

Alcoholic Beverages, Tobacco and Drugs

*Alcoholic beverages and drugs are not permitted on Village property.

*No coach or volunteer shall participate in any Village games or practices, while under the influence of alcohol or drugs.

***Smoking or use of any tobacco product is not permitted in or around youth sports practices or games.**

Grievances

Any participant, parent or volunteer may file a grievance when necessary. Grievances will be heard regarding all matters pertaining to conduct in violation of the Policies and Procedures Manual.

- The procedure for filing a grievance is to first provide Kristen Maiden with written documentation of the grievance, including: date of incident(s), name(s) of person(s) involved, name(s) of any witness(es) and a brief description of the incident(s).
- If necessary, a meeting will be scheduled.
- If matter is not resolved, it will be forwarded on to the Recreation Director, and, if necessary, to the Evendale Recreation Commission Board.

Team Selection Procedures

Each sport defines team selection. Specific questions should be directed to Kristen Maiden.

Disciplinary Policies/Code of Conduct

The purpose of the Code of Conduct is to insure that there will be a safe and healthy environment for all Evendale recreational activities on Village premises or at Village sponsored events. Levels of violation will determine the range of responses that can be taken. If coaches feel they have a serious disciplinary situation concerning their team, they should call Kristen Maiden for how to handle. Disciplinary action can range from suspension from program and recreation center for a week or longer, depending on severity.

For detailed list of violations and code of conduct policies for the Recreation Department, please contact 563-2247.

Team Photos

The department will schedule team photos in the fall for soccer and baseball/softball in the spring. Photos are optional- participants do not need to purchase. Head coaches and assistants will receive a free 5x7 team photo.

League Rules

Website links can be found at www.evendaleohio.org for all our youth league rules or will be posted directly on our site. Parents are encouraged to read the rules to become familiar with sport.

Evaluations

Evaluations are available online at

http://www.evendaleohio.org/Pages/EvendaleOH_Recreation/forms/index

Parents and coaches are encouraged to complete evaluations at their convenience. They are also encouraged to email comments to Kristen.maiden@evendaleohio.org Staff will review the evaluations and make recommendations when necessary.

Personal Liability

During the past several years, liability from lawsuits has become a very controversial issue in athletics. There have been several publications in regards to the pros and cons of athletic abilities. Each case is judged on its individual merits, and we cannot guarantee our guidelines will fully protect you from a liability suit. However, with some thought about what you are coaching, how you are coaching, and the coaching techniques you are using, you can help stack the odds in your favor.

As a coach or official, you can practice duty of care, provide a duty of supervision and act as a reasonable person under the circumstances.

Some practical suggestions for acting in a reasonable manner are:

1. Detail your practice and game plan ahead of time.
2. Survey your practice and game area for safety hazards and make appropriate adjustments. Notify the program supervisor if you need assistance in providing a safe atmosphere.
3. Inform players of safety rules.
4. Do not allow players to participate unattended or involve themselves in horseplay.
5. Do not use drills that utilize names such as “meat grinder” or “bone crusher.”
6. Spend some time at the beginning of each practice and game for warm-ups.
7. Practice and follow our program philosophy.
8. Look at the game from the players’ perspective
9. Practice good public relations with parents.
10. Do not use profanity or make derogatory marks towards players, coaches, officials, or spectators.
11. Take care of injuries immediately.
12. Follow up with parents on all injuries.
13. Ensure players have made appropriate transportation arrangements. Do not leave players unattended after practices and games.
14. Remind players of bicycle and pedestrian safety after practices and games.
15. Report any unauthorized persons attending your practices and games.
16. Ensure that all of your assistant coaches follow the program philosophies and guidelines.
17. Display mature attitude.

18. Listen to comments from your players and parents.
19. Provide a good role model.
20. Use common sense.
21. Be the first person to practice and the last to leave.
22. Always follow the guidelines of the National Youth Sports Coaches Association.

Coaches Corner

Selection of Volunteer Coaches

Volunteers will complete the Volunteer Application and Agreement form and Background Check form (see Appendix.) A prospective coach will not be allowed to coach if these forms are not completed. Volunteers should attend the scheduled coaches' meeting(s) before the start of a season. The Department trains volunteers through the National Alliance for Youth Sports.

* If a volunteer coach successfully completes the training program, the coach will receive a Department collared shirt.

*All volunteer coaches shall be "at will coaches," and may be discharged by the Department with or without cause.

Priority Order in the Selection of Coaches

- (1) Coaches in the same class with a son or daughter returning to play.
- (2) Coaches in the same class with the greatest number of years of service as a coach (assistant or head).
- (3) Coaches moving up from a lower class with a son or daughter returning to play.
- (4) Coaches moving up from a lower class with the greatest number of years of service as a coach (assistant or head). If not applicable, the coach with the greatest number of returning players would have next priority.
- (5) If conditions at all levels are the same, the coach with the better record from the previous year will have priority to coach. If the records were identical, a coin toss would occur.

Background checks: All new head coaches and any assistant coach who would be alone with players will be required to undergo a criminal background investigation. This process is to further ensure the safety and well being of all participants. The cost of the background check will be paid by the Village of Evendale. If a prospective coach would refuse authorization to conduct background check, they would not be allowed to coach.

Enforcement of NYSCA's Code of Ethics

It is the responsibility of the Evendale Recreation Department to hold coaches to the Code of Ethics pledge they signed when being certified as a NYSCA coach. Any complaints against a NYSCA member coach for allegedly violating the Code will be handled by the Program Supervisor (Kristen Maiden), and the Recreation Director and Recreation Commission if necessary. Possible actions could include: Warning, probation, game suspensions, season suspension or permanent revocation of coaching certification.

Certification of Volunteer Coaches

The Evendale Recreation Department requires that all volunteers selected as head coaches complete the NYSCA Certification course. This is done in the effort to properly prepare the coach for the responsibility they are about to undertake, as well as to protect the child, the coach and the Evendale Recreation Department. The information below was taken from www.nays.org, then clicking on “Coaches” at top of website.

All certifications are completed online. Coaches prepay and once completed, please print out confirmation and your recreation account will be credited the amount.

Overview



The National Youth Sports Coaches Association (NYSCA) is a membership organization and the most widely used volunteer coach training program in the nation, having trained more than 2

million coaches since its inception in 1981. More than 3,000 community-based agencies and organizations offer this opportunity.

The NYSCA volunteer coach training program is designed to sensitize volunteer coaches to their responsibilities and hold them accountable to a strict Code of Conduct defined by the NYSCA Coaches' [Code of Ethics Pledge](#).

How it works

Initial Level Membership

There are two ways to become an Initial Level Member of the NYSCA:

1. Coaches can participate in an on-site, interactive video training clinic (conducted by a local Chapter of the NYSCA), successfully complete an exam and sign a pledge committing them to uphold the NYSCA Code of Ethics. The membership is valid for one year, and the fee is \$20.
2. Coaches may also register for the NYSCA Online Clinics. The Online Clinic for Initial Level Members consists of the Introduction to Coaching Youth Sports section and one sport specific section. **PLEASE NOTE: The sport-specific clinics are being added on an ongoing basis, and all sports will be available online by the end of 2006. Please visit the NYSCA Online Clinics for a list of currently available sports.** Coaches must successfully complete an online exam and accept the NYSCA Code of Ethics Pledge. The membership is valid for one year, and the fee for the Online Clinics is \$25.

**Continuing Membership Program:**

Prior to the expiration date of their Initial Level Membership, coaches will receive a renewal notice. To continue membership, coaches must re-sign the Coaches Code of Ethics Pledge and remit the annual \$20 membership fee. Renewal entitles the member to the benefits of our

Continuing Membership Program.

Gold Level Certified Coach:

NYSCA members can now obtain a higher level of education through the Gold Level Certified Coach Course. This web-designed course, created specifically for NYSCA members who desire to increase their coaching knowledge, delivers an e-learning experience in eight key topic areas. The course also includes over 430 links to drills and skills in 21 different sports.

The cost of the online Gold Level Certified Coach Course is \$60.

The Gold Level Certified Coach Course is only available to NYSCA Members. If you are interested in becoming an NYSCA member, please contact NYSCA at nysca@nays.org or call (800) 729-2057.

Initial Level Member Benefits

Coaches who successfully complete all parts of the Initial Level Membership training, whether at an on-site clinic or online, will be entitled to these benefits:

- Interactive clinic
- Youth Sports Journal*
- Membership Card*
- \$1,000,000 excess liability insurance in effect while performing coaching duties
- SportingKid magazine (4 issues)- The official member publication of the National Alliance For Youth Sports
- Access to the Gold Level Certified Coach Online Course

Continuing Membership Benefits:

- SportingKid magazine (6 issues)
- Increased excess liability insurance - \$2,000,000 excess liability insurance
- \$250,000 excess accident/medical insurance for injuries sustained while performing coaching duties
- Membership Card - issued by NYSCA

Code of Ethics

I hereby pledge to live up to my certification as a NYSCA Coach by following the NYSCA Coaches Code of Ethics:

I will place the emotional and physical well being of my players ahead of a personal desire to win.

I will treat each player as an individual, remembering the large range of emotional and physical development for the same age group.

I will do my best to provide a safe playing situation for my players.

I will promise to review and practice basic first aid principles needed to treat injuries of my players.

I will do my best to organize practices that are fun and challenging for all my players.

I will lead by example in demonstrating fair play and sportsmanship to all my players.

I will provide a sports environment for my team that is free of drugs, tobacco, and alcohol, and I will refrain from their use at all youth sports events.

I will be knowledgeable in the rules of each sport that I coach, and I will teach these rules to my players.

I will use those coaching techniques appropriate for all of the skills that I teach.

I will remember that I am a youth sports coach, and that the game is for children and not adults.

© National Alliance For Youth Sports

Your behavior directly affects the behavior of everyone around you. If you are yelling at an official, then the parents and players think it is okay to yell at them, too. You are a role model for everyone involved.

No matter what individual sport rules recommend, the Village of Evendale's Recreation Department always encourages coaches to give equal playing time to everyone on their team.

Thank you for taking on such a big responsibility.

Department Assistance/Misc. Information

The Recreation Department staff is here to assist you when needed. Please feel free to call Kristen Maiden or speak with the Building Attendants when needed. We are here to make your volunteering coaching a pleasant experience.

Roster will be completed and a copy will be given to you before your first game.

Equipment- can be checked out after coaches meeting. You will receive an equipment check-out form. Basketball is the only sport where equipment is not checked out.

Therefore, during basketball season, you may check out 2 balls for your away games. There is a sign-out/sign-in sheet for this process. Please check them out as close to your game time as possible and return as soon as you can after the game. All balls are marked with EVENDALE; please make sure they all are returned.

Soccer balls can be brought in anytime during the season to have them blown up for you. Much easier than the hand pumps that we provide you.

Equipment needs to be returned after your last game. If you have practice jerseys, please wash them before returning them.

Uniforms- plan on bringing your team in before, during or after a scheduled practice to get their uniforms. You may schedule a date and time or talk to a Building Attendant. Please remind your team at the end of season to WASH & RETURN their uniforms.

Referee/Umpire Money-for soccer, baseball and softball, coaches will be given money to pay referee(s)/umpire for their home games. Exact change will be given so you do not have to worry about making change. You are required to sign-out the money when given to you for accounting purposes. Once you sign out the money, you are responsible for the money. Please double check amount before signing for money.

Penn Alert Call System-the Department pays for every coach to have the Penn Alert calling system for their teams. This allows you to make one call and it will be sent to everyone on your call list. Instructions will be given to each coach via email on how to use the system. The numbers will be entered for you by the Department as soon as rosters are complete. If there are any number changes or additions, coaches should contact the Department to allow them to update the information.

Calling in Scores- the winning coach is responsible for calling/emailing in scores within 48 hours of game. Please see home game schedule for email address or phone number.

End of Season

Coaches are encouraged to have an end-of-season party for their teams. You may reserve rooms at the Recreation Center at no charge. We have discounted pizza deals with Dominoes in Reading 821-1700 and Papa Johns 563-1900, as long as pizzas are delivered to the Recreation Center.

We can also provide you with participation certificates for each of your players upon request. If you have nick names or a team name you'd like added to certificates, please email this information to Kristen.maiden@evendaleohio.org Please give two weeks notice when requesting certificates.

For information on **Dehydration and other Heat Illnesses** in children please visit this website:
<http://www.nata.org/consumer/docs/parentandcoachesguide.pdf>

Minimal Touch Policy

It is strongly recommended that coaches are not alone with players at anytime. Before the season starts, please discuss this with your parents and ask that someone stays at a practice with you if you don't have assistant coaches present.

Along with this recommendation, please be aware that we have a "minimal-touch" policy between coaches and players. A pat on the back, high-five or a quick hug is appropriate in most circumstances. Please be aware of each player. Some players may like a quick hug; others will think that is too personal. Because it is hard to judge people at times, not being alone with players is very important.

Parents Corner

At least one Parent or guardian is required to take the Parents Alliance for Youth Sports (PAYS) program before their child may participate in the Evendale Recreation youth sports program.

Parents are encouraged to visit www.nays.org – click on “Parents” at the top and then “online program” on left of screen to take program. Parents will pay for the program. Once completed, print off or email confirmation to Kristen Maiden and their account will be credited at the recreation center.

PAYS Program OVERVIEW

The Parents Association for Youth Sports is a membership organization for parents promoting positive youth sports. The program began in 1999 and since that time over 100,000 families have become members. PAYS sets the standard for parent education by holding them accountable for their behavior through the PAYS Parents' Code of Ethics and by helping them become more positively involved in the youth sports experience. The program also helps parents better understand their roles and responsibilities in supporting the league goals, the coaches and the children involved in youth sports. PAYS member benefits include a parent handbook, an annual subscription to SportingKid magazine and a membership card. The program is also available on-line and is accessible from the PAYS homepage. The on-line program includes a video presentation, downloadable materials and membership card.

The On-line program gives parents the opportunity to take the PAYS clinic through a web-based application. This program is available for parents who want to become a PAYS member as well as for renewing PAYS chapter memberships. The entire On-line clinic takes approximately 30 to 45 minutes to complete.

IF YOUR SPOUSE DID NOT TAKE THE PAYS PROGRAM ONLINE, AND THEY TEND TO BE THE ONE THAT YELLS AT COACHES OR OFFICIALS...PLEASE PASS ALONG THE CODE OF CONDUCT THAT WAS SIGNED FOR BOTH PARENTS OR GUARDIANS.

Evendale is fortunate to not have had serious incidences in our community. By participating in the PAYS program you are helping to ensure that Evendale parents are setting a positive example. THANK YOU FOR WATCHING THE PROGRAM.

Responsibilities and Expectations

- Parents need to be positive role models at all times. Please show proper sportsmanship at all times, refraining from negativity of any kind.
- Coaches volunteer their time to spend it with your child. Please be supportive of their decisions and don't undermine their efforts. After all, they volunteered when you could not. If you don't agree with a coach, please talk to them at an appropriate time and away from the kids.
- Please drop off and pick up your children on time for games and practices. Parents are encouraged to stay at practices to help the coach and be involved with the team.
- Please report unsportsmanlike conduct or abuse of any kind that you may witness at games or practices.
- Competition and taunting between parents is not acceptable.

Parents' Code of Ethics

I hereby pledge to provide positive support, care and encouragement for my child participating in youth sports by following this Parents' Code of Ethics Pledge:

- I will encourage good sportsmanship by demonstrating positive support for all players, coaches and officials at every game, practice or other youth sports event.
- I will place the emotional and physical well being of my child ahead of a personal desire to win.
- I will insist that my child play in a safe and healthy environment.
- I will support coaches and officials working with my child, in order to encourage a positive and enjoyable experience for all.
- I will demand a sports environment for my child that is free of drugs, tobacco, and alcohol and will refrain from their use at all youth sports events.
- I will remember that the game is for youth – not adults.
- I will do my best to make youth sports fun for my child.
- I will ask my child to treat players, coaches, fans, and officials with respect regardless of race, sex, creed, or ability.
- I will require that my child's coach be trained in the responsibilities of being a youth sports coach and that the coach upholds the Coaches' Code of Ethics.
- I will read the NYSCA National Standards for Youth Sports and do what I can to help all youth sports organizations implement and enforce them.

Enforcement of PAYS' Code of Ethics

It is the responsibility of the Evendale Recreation Department to hold parents to the Code of Ethics pledge they agreed to when taking the program. Any complaints against PAYS members for allegedly violating the Code will be handled by the Program Supervisor (Kristen Maiden), and the Recreation Director and Recreation Commission if necessary. Possible actions could include: Warning and must view PAYS program again, probation, game suspensions, season suspension.

Parents: Role Models for Life

Parents: What can parents do to make the game of baseball/soccer/basketball more enjoyable for their children and other people's kids too?

1. Be knowledgeable of the game.
2. Encourage fair play at home.
3. Be supportive; i.e. be sure the player attends practices; pick him/her up on time.
4. Attend games.
5. Be POSITIVE or QUIET at games.
6. Be respectful; expect your own children to be respectful.
7. Focus on good nutrition.
8. Volunteer to help coach.
9. Become a referee.
10. Play the game with your child.
11. Be calm and have good manners.
12. Support the coach's and umpire's decisions.
13. Encourage communication between the coach and parent.
14. Ask your own child to describe his/her role, what new skills have been learned.
15. Watch practices; focus on new strategies.
16. Find specific sport videos; watch them with your children.
17. Concentrate on praising other people's children during games.
18. **Promote good sportsmanship always.**
19. Emphasize improved performance, not winning.
20. Be realistic about your child's athletic ability.
21. Make sure your children know that win or lose; you love them and are not disappointed with their performance.

Parents' daily modeling of fair play, conflict resolution and the "golden rule" encourages players to calmly play with skill on the field.

Odds of Playing Sports in College

Men's Basketball	- Less than one in 35, or approximately 2.9 percent of high school senior players will go on to play at an NCAA member institution.
Women's Basketball	-About 3.1%, or approximately three in 100, of high school senior players will go on to play at an NCAA school.
Football	- About 5.8%, or approximately 1 in 17 of high school senior players will play at an NCAA school.
Baseball	-Less than three in 50, or about 5.7%, of high school senior players will play at an NCAA school.
Men's Soccer	-Less than three in 50, or about 5.7%, of high school senior players will play at an NCAA school.
Men's Ice Hockey	-Less than 13 in 100, or about 12.9%, of high school senior players will play at an NCAA school.

In each of the sports listed above, less than 1 % of high school senior players eventually will be drafted by a professional team.

(Above statistics taken from The Enquirer, where information was from NCAA.)

What children are saying

The *Kids speak out: Violence in Youth Sports* article that appeared in the August 2001 issue of *Sports Illustrated for Kids* featured more than 3,000 reader responses to a youth sports violence survey. It found that:

- 57% of the respondents said there was too much violence in youth sports
- 74% said they have seen out-of-control adults at their games
- 36% cited embarrassment as the main emotion they felt while witnessing bad adult behavior
- 37% said they have witnessed parents yelling at kids
- 27% said they have seen parents yelling at coaches or officials
- 25% said they have seen coaches yelling at officials or kids
- 4% said they have seen violent behavior by adults

When children were asked what is the best way to get parents to behave, 48% said the kids should tell the parents to relax, 36% said parents should be banned from games if they cannot control themselves and 15% said they should have parents sign a code of conduct.

Players' Corner

Responsibilities and Expectations

One of Evendale Recreation Department's goals for offering sports to the youth of Evendale is to provide the highest quality of athletic programs along with a positive experience for the child. The following are responsibilities we feel the participant has in this process:

- Players will listen to their coaches and be respectful of their elders.
- Players will take care of the facilities, equipment, and uniforms, which they are given.
- Players will make sure to eat the right foods and drink plenty of water before and after practices and games.
- Players will avoid all types of taunting and belittling remarks to their teammates or opponents.
- Players will show good sportsmanship at all times, win or lose.
- Players will not make sports a priority over schoolwork or family.
- Be present, on time, and prepared for all practices and games.
- Players will participate for the love of the game and competition and not to win at all cost.

Players' Code of Ethics

I hereby pledge to be positive about my youth sports experience and accept responsibility for my participation by following the Players' Code of Ethics Pledge:

- I will encourage good sportsmanship from fellow players, coaches, officials and parents at every game and practice by demonstrating good sportsmanship.
- I will attend every practice and game that I can, and will notify my coach if I cannot.
- I will expect to receive a fair and equal amount of playing time.
- I will do my very best to listen and learn from my coaches.
- I will treat my coaches, other players, officials and fans with respect, regardless of race, sex, creed, or abilities, and I will expect to be treated accordingly.
- I deserve to have fun during my sports experience and will alert parents or coaches if it stops being fun.
- I deserve to play in an environment that is free of drugs, alcohol, and tobacco and expect adults to refrain from their use at all youth sports events.
- I will encourage my parents to be involved with my team in some capacity because it's important to me.
- I will do my very best in school.
- I will remember that sports are an opportunity to learn and have fun.

Enforcement of Players' Code of Ethics

It is the responsibility of the Evendale Recreation Department to hold players to the Code of Ethics pledge they agreed to abide by when signing up for sports at the Evendale Recreation Department. Any complaints against a player for allegedly violating the Code will be handled by the Program Supervisor (Kristen Maiden), and the Recreation Director and Recreation Commission, if necessary. Possible actions could include: Warning, probation, game suspensions, season suspension or permanent expulsion from league.