

Town of Christiansburg  
Christiansburg Department of Parks and Recreation



## Youth Sports Handbook

Christiansburg Department of Parks and Recreation  
1600 North Franklin Street  
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# Welcome!

Welcome to the Christiansburg Department of Parks and Recreation Youth Sports programs! We sincerely hope that you will find your participation in our leagues to be rewarding and, most of all, a positive experience for our community.

Youth sports programs present a unique opportunity for adults to help shape life-long skills and attitudes about sports. We all remember coaches that stand out as good teachers, supportive friends, and positive role models. On the other hand, most of us can think of a few that fell short in these areas. Our goal is to make sure that our coaches are set up to be a successful part of your athlete's lives. We want our coaches to focus on giving these young athletes the training and confidence needed to be successful in their athletic endeavors and to have a positive impact that they remember for the rest of their lives.

This handbook was created to help ensure that our young people remember our programs as a positive experience in their life. We want them to have FUN as we continue to reinforce such values as teamwork, sportsmanship, fitness, cooperation, and respect. While we recognize that competition is a key component of sports, our programs are designed to be about much more than winning a game, making an all-star team or having an undefeated season. Our goal is to create a lifelong, enjoyable passion for sports that goes beyond winning and losing and focuses on continually developing a player's skillset. This focus will not only help our athletes be successful on the field, but will also help them be successful, contributing members of society.

We thank you for giving your time and energy to help make the Christiansburg Department of Parks and Recreation Youth Athletic Program a success. The success of the program depends on the commitment of parents, coaches, officials, and others to cooperate in creating a positive experience for each player. This handbook creates the framework for that commitment.

Thanks again for your participation in our Youth Sports program. Please feel free to share your ideas for improvement with our Recreation Youth Sports Supervisor or our Staff.

### **The Christiansburg Department of Parks and Recreation Mission statement:**

*The Christiansburg Department of Parks and Recreation exists to promote and implement leisure programs and services that enhance the quality of life for all ages. In partnership with the community, we pledge to deliver quality leisure programs and services in a personal, effective, and successful manner.*

### **The Christiansburg Department of Parks and Recreation Youth Sports Mission statement:**

*The Christiansburg Department of Parks and Recreation Youth Sports program are designed to give the youth in our community an opportunity to grow and develop. Our focus will be on development, sportsmanship, respect, and teamwork. Our goal will be to challenge each player, no matter skill level while maintaining a high level of enjoyment. Wins and losses will not be our focus, instead our focus will be on the effort and development of our participants and coaches. Each of our young athletes will be our highest priority as we develop them in each of these areas. Exemplary behavior from our parents, coaches, fans, and participants is mandatory.*

The following objectives are designed to fulfill the Christiansburg Department of Parks and Recreation Youth Sports Mission Statement:

- ❖ *To emphasize the lifelong benefits of physical fitness and good sportsmanship, and to de-emphasize the importance of winning and losing. Youth sports should be an enjoyable opportunity for all our participants.*
- ❖ *To offer every participant the opportunity to learn the fundamental skills associated with each sport, and to be given equal opportunity to utilize those skills through active participation.*
- ❖ *To expect and ensure good sportsmanship and fair play at all times.*
- ❖ *To promote equal and fair treatment of every participant regardless of skill level, race, socio-economic status, sex, creed, or physical ability.*
- ❖ *To ensure all staff, volunteer coaches, and officials are adequately trained.*
- ❖ *To ensure a safe, drug-free atmosphere for games and practices.*

### Why is this Handbook Necessary?

*This handbook was developed to formalize how the Christiansburg Department of Parks and Recreation youth sports leagues are conducted. With the many components and factors involved in the administration and implementation of the youth sports leagues, it is necessary to standardize the process in writing. More specifically, it is designed to:*

- ❖ *Standardize the process in the way youth sports are conducted.*
- ❖ *Explain how leagues are organized and conducted.*
- ❖ *Define expectations of coaches, parents, players, and officials.*
- ❖ *Better equip our coaches.*
- ❖ *Ensure a positive experience for all participants.*

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## I. Youth Sports Philosophy

**YOUTH SPORTS PHILOSOPHY**- The Christiansburg Department of Parks and Recreation youth sports programs are designed to provide children with a fun and enjoyable opportunity to experience sports in a structured, nourishing environment. Participation in athletics plays a valuable role in the development of our children. Aspects of teamwork, dedication, discipline, physical fitness, self-esteem, and fair play all contribute to the overall growth and maturation of young people. These programs will be designed to teach your child the fundamentals of a sport and challenge them as they develop the basics. Ultimately, the success of our programs will be determined by how much enjoyment our participants have while participating and not on winning or losing.

1. **Proper Sports Environment** – Parents must consider and carefully choose the proper sports environment for their child, including the appropriate age and development for participation, the type of sport, the rules of the sport, the age range of the participants, and the proper level of physical and emotional stress.
2. **Part of a Child's Life** – Parents must recognize that youth sports are only a small part of a child's life. The ultimate goal is for the child to have a fun and enjoyable experience where they are taught and develop the fundamentals of the sport they are participating in.
3. **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. Players need to learn by being taught and then given the opportunity to practice that skill with active participation.
4. **Parent's 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 a spectator, coach, league administrator and/or caring parent.
5. **Positive Role Models** – Parents must be a positive role model, exhibiting sportsmanlike behavior at games, practices, and home, while also giving positive reinforcement to their child and support of their child's coaches.
6. **Parental Commitment** – Parents must demonstrate their commitment to their child's youth sports experience by annually signing the Parent's Code of Ethics Pledge.
7. **Safe Playing Equipment** – Parents must insist on safe playing facilities, healthy playing situations, and proper first aid applications, should the need arise.
8. **Profanity, Drug, Tobacco & Alcohol-Free Adults** – Parents, coaches, fans, and league administrators must be profanity, drug, tobacco and alcohol-free at youth league sporting events.

## II. GENERAL LEAGUE PROCEDURES

**REQUESTS WILL NOT BE TAKEN FOR PARTICIPANTS TO BE PLACED ON A CERTAIN TEAM.**

**Late Registration Policy is as follows:**

**\$5.00 for 1<sup>st</sup> week            \$10.00 for 2<sup>nd</sup> week**

**After 2<sup>nd</sup> week no other registrations will be taken.**

**\*\* Copies of Birth Certificates are required at Registration \*\***

- A. Season Information**-Youth flag football operates from August to October.  
**Registration starts the 1<sup>st</sup> week of June through 3<sup>rd</sup> week of July.**
- Youth tackle football operates from August to October.  
**Registration starts the 3<sup>rd</sup> week of June through 1<sup>st</sup> week of August.**
- Youth cheerleading operates from August to October.  
**Registration starts the 3<sup>rd</sup> week of June through last week of July.**
- Youth basketball operates from November to February.  
**Registration for Mites and Pee Wees starts the 1<sup>st</sup> week of September through 1<sup>st</sup> week of October.**  
**Registration for Minor, Major, and Senior starts the 1<sup>st</sup> week of October through 3<sup>rd</sup> week of November.**
- Youth baseball and softball operates from March to June.  
**(Baseball and Softball Tournament Teams operate from mid-June to first part of August)**  
**Registration starts the 1<sup>st</sup> week of January through 1<sup>st</sup> week of March.**
- Youth tee ball and coach pitch and machine operates from March to June.  
**Registration starts the 1<sup>st</sup> week of January through 1<sup>st</sup> week of March.**
- Youth Fall baseball and softball operates from August to October  
**Registration starts the 3<sup>rd</sup> week of June through 3<sup>rd</sup> week of July.**
- Youth Fall Volleyball operates from August to October  
**Registration starts the 3<sup>rd</sup> week of July through the 3<sup>rd</sup> week of August.**
- Youth Spring Volleyball operates from February to April  
**Registration starts the 3<sup>rd</sup> week of December through the 1<sup>st</sup> week of February.**

**BE SURE TO LOOK FOR SEASONAL SPORTS CAMPS AND CLINICS IN THE  
CHRISTIANSBURG RECREATION BROCHURE**

- B. Age Requirements** -Youth flag football - ages 5-6 (age as of November 1, current year)  
**\*\*\*Age requirements may change upon request from the different sports associations that we sanction our leagues with.\*\*\***

- Youth tackle football (age as of November 1, current year)  
Mite League – 2<sup>nd</sup> – 3<sup>rd</sup> grade. Cannot be older than 10 years as of August 1<sup>st</sup> of current year.  
Junior League – 4<sup>th</sup> – 5<sup>th</sup> grade. Cannot be older than 12 years as of August 1<sup>st</sup> of current year.  
Senior League – 6<sup>th</sup> – 7<sup>th</sup> grade. Cannot be older than 14 years as of August 1<sup>st</sup> of the current year.  
Cannot be in 8<sup>th</sup> grade or playing on middle school football team.

**\*\*\*weight limits will determine eligibility to run the football for all age groups\*\*\***

**-Youth cheerleading** (age as of November 1, current year)

Mite League – 2<sup>nd</sup> – 3<sup>rd</sup> grade.

Junior League – 4<sup>th</sup> – 5<sup>th</sup> grade.

Senior League – 6<sup>th</sup> – 7<sup>th</sup> grade. Cannot be in 8<sup>th</sup> grade or cheering for middle school football.

**-Youth Fall baseball and softball** (Baseball age as May 1, upcoming year)

(Softball age as January 1, upcoming year)

Fall League Coach/Machine Pitch Baseball – ages 7-8

Fall League Minor Baseball – ages 9-10

Fall League Major Zone Baseball – ages 11-12

Fall League Boys Baseball – ages 13-14

Fall League Coach/Machine Pitch Softball – ages 7-8

Fall League 10U Softball – ages 9-10

Fall League 12U Softball – ages 11-12

Fall League Girls Softball – ages 13-14

**-Youth basketball** (age as of March 1, upcoming year)

Mite League – ages 5-6

Girls Pee-Wee League – ages 7-8

Girls Minor League – ages 9-10

Girls Major League – ages 11-12

Girls Senior League – ages 13-14

Boys Pee-Wee League – ages 7-8

Boys Minor League – ages 9-10

Boys Major League – ages 11-12

Boys Senior League – ages 13-14

**-Youth baseball and softball** (Baseball age as of May 1, current year)

(Softball age as of January 1, current year)

Youth Tee Ball – ages 5-6

Boys Coach Pitch Baseball – ages 7-8

Boys Cal Ripken Minor Baseball – ages 9-10

Boys Cal Ripken Major Baseball – ages 11-12

Boys Babe Ruth Baseball – ages 13-15

Boys Babe Ruth Baseball – ages 16-18

Girls Coach Pitch Softball – ages 7-8

Girls Babe Ruth 10U Softball – ages 9-10

Girls Babe Ruth 12U Softball – ages 11-12

Girls Babe Ruth 14U Softball – ages 13-14

Girls Babe Ruth 16U Softball – ages 15-16

Girls Babe Ruth 18U Softball – ages 17-18

**-Fall/Spring Volleyball** (Fall-Age as of November 1<sup>st</sup> current year/Spring age as of April 1<sup>st</sup> current year)

Junior League – Ages 8-10

Senior League – Ages 11-13

16U League – Ages 14-16

**\*\*\*Players are not allowed to play up in a league without the approval of the Supervisor of Youth Athletics. \*\*\***



### C. Facilities-

The Christiansburg Department of Parks and Recreation will secure facilities for practices and games, and will provide scheduled practice times.

Youth basketball will use the Christiansburg Recreation Center for practices and home games.

Youth flag football will practice and play home games at Christiansburg Huckleberry Park.

Youth tackle football will practice and play home games at Christiansburg Huckleberry Park.

Youth cheerleading will practice and play home games at Christiansburg Huckleberry Park.

Youth baseball, softball, tee ball and coaches pitch will practice and play their home games at the Harkrader Sports Complex, Kiwanis Park, and Falling Branch Elementary School.

Youth Volleyball will use Christiansburg Recreation Center for practices and home games.

### D. Practices-

**Youth Basketball** – 1 to 2 practices a week until games start. Practices will be 1 hour. Once games start, coaches can call Supervisor of Youth Athletics to schedule additional practices. Practices will be half-court. Coaches may use full court if it is available.

**Youth Volleyball** – 1 to 2 practices a week until games start. Practice will be 1 ½ hours. Once games start, coaches can call Supervisor of Youth Athletics to schedule additional practices. Practices will be half-court. Coaches may use full court if it is available.

**Youth Flag Football** – 1 to 2 practices a week. Practices will be for 1 hour.

**Youth Tackle Football** – All teams will be allowed to have four meetings per calendar week (Calendar week is Sunday – Saturday), including games and practices. Practices are to be limited to 1 ½ hours per practice. Only one practice session will be allowed per day. A practice schedule containing time, place and date must be submitted to the Supervisor of Youth Athletics before practice begins. During the first week of practice, no physical contact will be allowed. No pads will be allowed during the first week. Players must wear their helmet the first week of practice. The first week of practice will consist of the fundamentals of blocking, tackling, stances and conditioning before any inter-squad scrimmaging occurs. Any late sign-ups must participate in three practices of just conditioning before they can practice in pads and engaging in hitting/tackling.

**Youth Cheerleading** – 1 to 2 practices a week until games start. Practices will be 1 hour to 1 ½ hours. Practices will be held outdoors at Christiansburg Huckleberry Park.

**Youth Baseball, Softball, Tee Ball and Coaches Pitch** – 1 to 2 practices a week until games start.

Tee Ball and Coaches/Machine Pitch practices will be 1 hour or 1 ½ hours depending on field availability.

Youth Baseball and Softball – practices will be 1 ½ hour or 2 hours depending on field availability.

There will be a Christiansburg Department of Parks and Recreation staff member at all home games. When potential conflict exists for away games, then a full-time staff member will oversee the game. All coaches are expected to oversee their practices as a representative of the Christiansburg Department of Parks and Recreation. If there are any injuries or incidents at practices the coach will need to call the Supervisor of Youth Athletics immediately.

Players are to be excused from practices if there are parental requests for church, school activities, injuries, or illness. It is the parent's responsibility to notify the coach that the player will not be attending practice and why.

Practices are primarily held on weeknights but may be held on weekends and holidays.

### E. Games-

Game schedules are created based on the number of teams.

Games are scheduled on weekdays and some weekends. In addition, teams may play double headers, and weekday games will not start before 5:30pm and weekend games on Saturday could start as early as 9:00am.

Some of the leagues may have travel games to other local surrounding counties (Blacksburg, Giles County, Radford City, Pulaski County, Riner, Floyd County, and Shawsville.)

Practices may be cancelled to allow for additional games.

### **Youth Basketball**

Practices and games on weekdays will automatically be postponed if Montgomery County Public Schools are closed or dismissed early for inclement weather. If there is inclement weather for weekend practices or games, the Supervisor of Youth Athletics will make a decision and notify head coaches, television and radio stations, and the Christiansburg Recreation cancellation line (382-2349 option #4). Cancelled games may or may not be rescheduled due to time constraints, facility use conflicts, or other reasons.

### **Youth Baseball, Softball, Football and Cheerleading**

Practices and games may be cancelled due to inclement weather or other determinations made by the Christiansburg Recreation Department. We will try to have a decision by 3pm should games be cancelled. If fields are still playable, a game time decision will be made at the fields by the Supervisor of Youth Athletics. Cancelled games may or may not be rescheduled due to time constraints, facility use conflicts, or other reasons.

**No coach has the authority to cancel games. Games can only be cancelled by the Supervisor of Youth Athletics or a Christiansburg Department of Parks and Recreation staff member.**

## **F. Uniforms-**

**Youth Flag Football** – Will receive a jersey.

**Youth Tackle Football** – Will receive a jersey, pants, shoulder pads, chin straps, and mouthpiece.

**Youth Cheerleading** – Will receive skirt, shirt, wind breaker jacket, wind pants, and pom – poms.

### **Youth baseball and softball**

Youth Tee Ball – Will receive a jersey and cap.

Boys Coach/Machine Pitch Baseball – Will receive jersey and cap.

Youth Baseball – Will receive jersey and cap.

Girls Coach/Machine Pitch Softball – Will receive jersey and cap or visor.

Youth Softball – Will receive jersey, and cap or visor.

Fall leagues – Will receive cap and jersey.

**Youth Basketball** – Will receive a jersey.

**Youth Volleyball** – Will receive a jersey.

Parents are responsible for any other apparel required for the sport.

The uniforms will be distributed by the first game of the season.

**G. Awards-** The Christiansburg Department of Parks and Recreation does not give out trophies for participating in our youth programs. If a team wants to give trophies out at the end of the season that will need to be done between the coaches and parents.

**H. Player Evaluations-** The Christiansburg Recreation Department will hold a player evaluation session for coaches to assess players' skill levels. The Christiansburg Recreation Department encourages all players to attend the session to help maintain equality between teams.

Courts/Fields will be used for skill demonstrations.

Christiansburg Recreation Department staff and coaches will give each group instructions to perform specific drills.

The recreation staff and coaches will receive a clipboard with evaluation sheets and will be on the skill demonstration side.

Players are to be evaluated on a scale from 5 to 1, with 5 being high skills and 1 being low skills.

Once a group is evaluated by the recreation staff and coaches, the group will be dismissed, and the players may leave. Recreation staff and coaches will return their clipboard and evaluation sheets to the Supervisor of Youth Athletics at the conclusion of their league's evaluation and may leave.

The scores from the evaluation sheets will be averaged and compiled by the Supervisor of Youth Athletics to create the draft sheets used for team selection.

**I. Team Drafts-** The Christiansburg Department of Parks and Recreation will hold a meeting for each league to select teams.

Only coaches attend team drafts. Players and parents are not part of the selection.

The picking order is determined by random number drawing. Draft sheets will be distributed to the coaches. Each draft sheet will be based on their skill assessment evaluation. Each coach will draft from the highest draft sheet until that draft sheet is finished. Then they will go the next highest sheet and so forth until this draft has been completed.

The coaches will pick from the draft sheets based on the number that they have randomly drawn. (Example: There are 5 teams and there are 15 players on the first draft sheet. Each team will receive three players from that draft sheet. Coach who had the #1 pick would have picks #1, #10, and #11, Coach #2 would have picks #2, #9, #12 and so on down to Coach #5 who would have picks #5, #6 and #15.)

Picking begins with the highest rated players and then in descending order (5, 4...1). Head and assistant coaches automatically select their own children. If the head or assistant coaches' child(s) is in the current rating being picked, then they are the team's first pick(s) for that rating.

Players who do not attend player evaluations will not receive a rating before picks. Coaches will decide at the meeting a rating for each non-rated player from discussion. The player will then be included in his or her rating group.

There may be notes next to player's names on the pick sheet. Coaches that pick a player with a "sibling" note must also select the player's sibling in their respective rating unless otherwise noted.

Any players registering after team picks are placed on a team by the Supervisor of Youth Athletics based on team need.

Teams may or may not have an equal number of players.

**J. Coaches-**Each team can have a maximum number of coaches.

**Youth Flag Football** – can have 1 head coach and 2 assistant coaches.

**Youth Tackle Football** – can have 1 head coach and 4 assistant coaches.

**Youth Cheerleading** – can have 1 head coach and 1 assistant coach.

**Youth Fall Baseball and Softball** – can have 1 head coach and 2 assistant coaches.

**Youth Baseball and Softball** – can have 1 head coach and 2 assistant coaches.

**Youth Basketball** – can have 1 head coach and 2 assistant coaches.

**Youth Volleyball**- can have 1 head coach and 2 assistant coaches.

All coaches must pass a background check once a year. All coaches must be certified once a year and if a multi-sport coach they will need to attend a skills training class for each sport that they coach every year by NAYS (National Alliance for Youth Sports). Coaches will also be required to take first-aid training once a year.

If a certified coach is no longer able to coach and a replacement is needed, then the Supervisor of Youth Athletics will find a replacement, and if necessary, designate a staff member. The replacement coach must be certified just as all other coaches are.

**All coaches are volunteers and will be treated as a staff member.**

**K. Code of Conduct Pledge-** All coaches, parents, and players will be required to review, understand, and abide by a Code of Conduct. A signature is required on the appropriate pledge, for all sports that the participants participate in. These pledges will be held for each sport that the participants are involved in by the Supervisor of Athletics. All pledges will be disregarded after each season.

The Christiansburg Department of Parks and Recreation prohibits the use of alcohol, illegal substances and/or tobacco by coaches, league administrators, game officials, parents, and staff at all youth sports events.

- L. **Inclusion-** Kids with disabilities are “children first and foremost” with the same dreams and aspirations as other kids. The only difference is that they happen to have a condition that may affect some of their abilities and skills.

Including all kids with disabilities in activities with their able-bodied peers is a concept and major guiding principle of the Americans with Disabilities Act (ADA). This federal law provides an opportunity to truly welcome all children into youth sports.

ADA requires reasonable accommodations to help a child participate and enjoy the benefits all kids get from participation in youth sports. The Christiansburg Department of Parks and Recreation may change rules, policies and procedures, remove architectural, communication, and transportation barriers, and provide auxiliary aids and people to help accommodate kids with disabilities in its youth sports programs.

- M. **Discrimination-** The Christiansburg Department of Parks and Recreation adheres to Title VII of the Civil Rights Act of 1964 which prohibits discrimination based on race, color, religion, sex, and national origin.

Other federal and state laws, such as the Age Discrimination Act of 1975 and the Americans with Disabilities Act of 1990, prohibit further types of discrimination or harassment.

- N. **Equipment-**The Christiansburg Department of Parks and Recreation will use high quality equipment for youth sports and programs.

**Parents will be held responsible for turning their child’s football equipment back into the Christiansburg Department of Parks and Recreation within two weeks after their last game. If this timeline is not met, they will receive a bill for \$200.00 for the cost to replace the equipment. The Christiansburg Department of Parks and Recreation will send a staff member to all last scheduled games (home or away) to pick up equipment. This is an effort to make things easier on the parents. Also no one from the participant’s family will be able to sign up for a program until equipment is returned, or the \$200.00 charge is paid.**

Each coach will receive practice equipment and a first-aid kit. It is the coaches’ responsibility to let the Supervisor of Youth Athletics know if they need extra supplies for first aid when they start running low or need any extra equipment.

**Flag Football equipment that coach will receive** – Footballs and flags.

**Football equipment that coach will receive** – Tackling dummies, kicking tees, footballs, parts for helmets and shoulder pads, and extra mouth pieces.

**Baseball and Softball equipment that coach will receive** – Set of catcher’s equipment, baseballs or softballs, bats upon request, and scorebook.

**Tee Ball equipment that coach will receive** – Batting tee, set of catcher’s equipment, tee balls, bats upon request, and scorebook.

**Coach Pitch Softball/Baseball equipment that coach will receive** - Set of catcher’s equipment, softball/baseballs, bats upon request, and scorebook.

**Cheerleading equipment that coach will receive** – First-aid kit.

- O. **Emergency Planning**

**Accidents/Injuries-** In the event of an accident or injury at a practice, the coaches will survey the situation and treat the injury or accident or call Rescue Squad. The coach will notify the Supervisor of Athletics and fill out an accident report. In the event of an accident or injury at a home youth tackle football game, the Supervisor of Athletics and coach will review the situation and treat the injury or accident or call Rescue Squad. The Christiansburg Recreation Department will request that the Rescue Squad be present at all youth tackle football games that are hosted by the Christiansburg Recreation Department. The Rescue Squad will determine if it is able to be present at each game.

**A First Aid kit will be available to all coaches for every sport.**

**Inclement Weather** – In the event of inclement weather (lightning, snow, ice, rain, high winds, etc.) that may impede a youth sports league practice or game, the Christiansburg Recreation staff assigned to that activity shall contact the Supervisor of Youth Athletics immediately to make a decision on whether to cancel that activity or to continue.

If the Supervisor of Athletics cannot be reached (for example: inoperable phone lines), the Christiansburg Recreation staff on duty shall make a decision based on the situation.

**Other Occurrences** – When other emergency situations occur at a Christiansburg Recreation Department youth sports activity that are non-weather related (for example: facility damage, bomb threats, fights), procedures similar to those used for inclement weather will be followed. Depending on the situation, it may be necessary to call 911 or the Christiansburg Police Department's dispatch number (382-3131) prior to contacting the Supervisor of Youth Athletics.

**P. Participants Not Picked Up On Time-** Coaches are expected to stay with players until they are picked up after a practice, game, or any other activity related to the league.

Coaches are expected to call the parent or adult responsible for transportation when five minutes have elapsed past the scheduled time of departure from the activity.

When ten minutes have elapsed, and the coach has been unable to reach the parent, or has determined that the parent will not arrive for another 20 minutes or longer, a phone call to the Supervisor of Youth Athletics will follow. The Supervisor of Youth Athletics will make a decision regarding the best course of action.

**Q. Child Abuse-** If maltreatment of a child is reasonably suspected, a report should be made with Child Protective Services so that a qualified and experienced person can investigate the situation. If immediate assistance is required, call the Christiansburg Police Department dispatch number at 382-3131 or 911 if there is an emergency.

**Before filing a report, it is important to speak with the Supervisor of Youth Athletics or Director of Christiansburg Department Parks and Recreation.**

There are four types of abuse to be aware of:

1. **Emotional-**This is a pattern of behavior that attacks a child's emotional development and sense of self-worth.  
Examples include: constant criticizing, belittling, insulting, rejection and providing no love, guidance or support.  
Emotional abuse is sometimes referred to as verbal abuse or mental abuse.
2. **Sexual-**This is the exploitation of a child for the sexual gratification of an adult. It may range from exhibitionism and fondling to intercourse or use of a child in the production of pornographic materials.
3. **Physical-**This is non-accidental physical injury which is inflicted by another person and may include severe beatings, burns, human bites, strangulation, or immersion in scalding water, with bruises and welts, broken bones, scars or serious internal injuries resulting.

**Prevent False Accusations**

- Avoid being alone with a child
- Stay within sight of others
- Respect privacy
- Avoid sexual jokes, comments, or gestures
- Set and respect boundaries

4. **Neglect-**This is the withholding of, or failure to provide a child with the basic necessities of life- food, clothing, shelter, medical care, attention to hygiene, or supervision needed for optimal physical growth and development.

**R. League Assessments-** League assessments will be conducted by QR code during current sports season. QR codes will be placed around the areas of practices and games. It will then be up to the parent(s) to complete the assessment. Assessment questions will deal with quality issues such as: general league organization, facilities, coaching, staffing, officials, customer service, registration, communication, uniforms, etc.

- S. **Updating the Handbook-** Reviews and updating of the Youth Sports Handbook will occur annually. League evaluations from the public as well as input from staff and officials will help determine the amendments and updates.

### III. COACHES SECTION

- A. **Screening Process-** All prospective coaches will be required to:
1. Be at least 18 years of age
  2. Complete a youth sports coaches application
  3. Pass a background check
- B. **Training Requirements-**Coaches will be required to attend and pass a two-part coaches certification course. The National Youth Sports Coaches Association (NYSCA) offers certification training for youth sports coaches through the National Alliance for Youth Sports (NAYS), an organization dedicated to improving out-of-school youth sports by raising awareness through leadership, education, and advocacy.

The Christiansburg Department of Parks and Recreation is a NYSCA chapter. The Christiansburg Department of Parks and Recreation staff serves as the chapter director and clinicians. This enables the Christiansburg Recreation Department to facilitate the required training certifications for youth sports coaches.

To receive certification, coaches must participate in the first section of the clinic through NYSCA interactive training videos, successfully complete an exam, and then sign a pledge committing to uphold the NYSCA Code of Ethics. The first section of training will be offered twice before the season starts.

The second section of the clinic is sports specific applicable to the sport to be coached. This is usually conducted just prior to the start of that particular sport.

Membership is valid for one year and the fee is \$20. The Christiansburg Department of Parks and Recreation will pay for this expense each year they participate in the Christiansburg Recreation Department leagues.

Benefits for NYSCA certified coaches include the Youth Sports Journal issued four times per year and the Sporting Kid Magazine. Other benefits include a membership card and \$1,000,000 excess liability insurance in effect while performing coaching duties.

- C. **Team Activities-** A Christiansburg Recreation Department qualified coach must be present at all team meetings, practices, games, and any other team activities.
- D. **Evaluation Procedures-** Staff will be on site and will evaluate practices and games. Coaches can schedule an end of year meeting to discuss their performance through the season. Feedback from parents, officials, and what is observed by staff members can be used to determine whether a coach will be allowed to continue coaching.
- E. **Code of Conduct Enforcement-** The NYSCA firmly believes that for the sports experience to be positive, safe and a learning experience for youth, volunteer coaches must be trained and held accountable for their behavior when working with and around children. Every NYSCA member coach is required to sign and adhere to a Coaches' Code of Ethics Pledge. The Code of Conduct has been developed to help explain how each of the standards of the Code of Ethics should be manifested in the actions and behaviors of an NYSCA Certified Coach.

It is the duty of the NYSCA chapter responsible for certifying the coaches to respond to complaints lodged against a NYSCA member coach that has allegedly violated the Code of Ethics. This is accomplished by forming a local "review committee" for the purpose of hearing complaints and determining what, if any, action should be taken toward correcting the member coach's behavior.

Suggested committee members may include the Chapter Director, member(s) of the Recreation Advisory Board, league administrators. Again, impartiality is essential when selecting the review committee.

In order to provide the local review committee, the flexibility to take appropriate action when an NYSCA member coach is found to have violated the Coaches' Code of Ethics, a range of possible review committee actions has been developed to

accompany the Code of Conduct.

**Possible actions include:**

- WARNING TO AND/OR APOLOGY FROM THE COACH
- PROBATION
- ONE GAME SUSPENSION
- MULTIPLE GAME SUSPENSIONS
- SEASON SUSPENSION
- PERMANENT REVOCATION OF CERTIFICATION

The specific response of the review committee may include terms and conditions supplementing one or more of the listed sanctions. When reviewing a complaint and deciding what action is the most appropriate in a given situation, the committee must take into consideration various extenuating circumstances.

**Factors that might suggest a more lenient sanction include:**

1. First Offense Remorse
2. Apparent Desire to Reform
3. Other Good Coaching Attributes
4. Dedication to Youth Sports

**Factors that might suggest a harsher sanction include:**

1. Child Endangerment
2. Violation of Law
3. Prior Complaints/ Review Action
4. Lack of Remorse
5. Number of Ethics Standards Violated
6. Breach of Duties as a Role Model
7. Extraordinarily Poor Judgment around Children

- F. **Recruitment**-The Christiansburg Recreation Department will issue news releases to the general public, and will place announcements in its' brochure regarding volunteer coaches.

The Christiansburg Recreation Department will compile an ongoing mailing list of coaches to be used before each season for recruitment.

- G. **Complaint Against a Coach Procedure**-When the Christiansburg Recreation Department receives a complaint about a youth sports coach, the

**Christiansburg Recreation Department will:**

1. Organize a Review Committee comprised of three to five impartial, uninvolved individuals who understand the spirit and intent of the Coaches' Code of Ethics Pledge. Suggested committee members may include the Chapter Director, member(s) of the Recreation Advisory Board, league administrators, who understand the Code of Ethics. Again, impartiality is essential when selecting the review committee.
2. Invite the member coach to attend a meeting to address the complaint and to offer his/her side of the incident.

The review committee will determine the severity of the situation and whether or not the affected coach has violated the expected behaviors outlined under each of the canons of the Code of Ethics Pledge that comprise the NYSCA Code of Conduct.

Upon majority vote, the review committee has the authority to enforce the appropriate range of disciplinary actions outlined in Section III D. The Chapter Director is to report in brief, the nature of the complaint, the committee findings, and the sanction applied to the member coach. This information will be logged in the member's file.

If the review committee votes to revoke a coach's certification, NYSCA Headquarters will notify the coach of the revocation and their right to appeal to the National Executive Board. The Chapter Director will be sent a copy of the correspondence. This information will also be logged in the member's file.

## IV. PARENTS' SECTION

A. **Reminder**-Children who participate in youth sports can experience life-long positive benefits. The Christiansburg Department of Parks and Recreation offers youth sports to help promote these positive gains for its youth. Your role as the parent is critical to the success of the program.

**Please remember that these programs are offered for kids, and not the adults.**

B. **Playing Time**- Each player will play a minimum amount of each game as specified for each league. Substitutions may be called for the sole purpose of meeting the minimum play rule. There are exceptions to this rule. At the discretion of the coach and approval by the Supervisor of Youth Athletics, your child may not be allowed to participate if he/she has not been attending practices, is ill and/or contagious, has displayed a poor attitude, etc.

C. **Playing Equipment**- The Christiansburg Recreation Department youth sports leagues do require sport specific equipment for participation. Christiansburg Recreation Department staff does recommend court/field appropriate footwear for safety.

D. **Corrective Action Policy**- It is the philosophy of the Christiansburg Recreation Department that parents should not spoil the experience of participation in youth sports for the children. Furthermore, the Christiansburg Department of Parks and Recreation will not punish a child for the actions of his or her parent(s). Parents who do not follow the Code of Conduct may be subject to the Corrective Action Policy listed below.

These guidelines are not absolute in dealing with behavioral problems. Severe situations could warrant harsher sanctions.

1. **Verbal Warning** – Coach will discuss inappropriate conduct with parents and emphasis that such behavior will not be tolerated. Coach will document this conversation and provide a copy to the League Director.
2. **Written Warning** - Coach or official will notify the Supervisor of Youth Athletics of continued misconduct and the Supervisor of Youth Athletics will request a meeting to discuss actions and the proper behavior. Furthermore, a formal letter of reprimand may be given to the parent(s) stating that the next offense may lead to parent being suspended from the sporting event venue for a period of 1 or more games.
3. **Game Suspension** - League will suspend the parent from attending the next scheduled game and another letter will be given to parent(s) stating that the next offense may lead to parent being banned from all future league activities.
4. **Season Suspension** - The parent(s) will be suspended from attending all league games after a 4th offense. The parent(s) will need to make a formal request to be re-instated into this league. The parent(s) will then be required to meet with the Supervisor of Youth Athletics and the Director of Christiansburg Department of Parks and Recreation prior to the start of the next youth sport season to determine if the parent(s) can behave within the spirit and letter of the guidelines of the program.

### Tips

1. Be positive
2. Encourage everyone
3. Support the coaches
4. Get involved
5. Focus on the “good” not the “bad”
6. Promote good sportsmanship
7. Have FUN!

## V. PARTICIPANTS' SECTION

A. **Reminder**-By participating in youth sports you have the opportunity to not only learn fundamental sports skills, but also life lessons. Appropriate behaviors and choices are important to the success of your growth. Please remember that these programs are offered to develop your skills, practice good sportsmanship, and to have fun.



- B. Corrective Action Policy-** Players who fail to adhere to the Code of Conduct may be subject to disciplinary action. Therefore, the Christiansburg Department of Parks and Recreation has instituted a Corrective Action Policy to establish appropriate consequences for inappropriate behavior.

These guidelines are not absolute in dealing with behavioral problems. Severe situations could warrant harsher sanctions.

1. **Verbal Warning** – Coach will discuss inappropriate conduct with player and parents and emphasize that this Behavior will not be tolerated. Coach will document this discussion and provide a copy to the Supervisor of Youth Athletics.
2. **Period Suspension** - Coach will bench the offending player for a period of time during a game when he/she should be playing. Coach will inform the Supervisor of Youth Athletics of the problem and why the child is sitting out play time.
3. **Game Suspension** - Coach will bench the offending player for 1 entire game when he/she should be playing. Coach will inform the Supervisor of Youth Athletics of the 3rd offense, at which time the player and the parent(s) must attend a meeting with the Coach and Supervisor of Youth Athletics before the player is allowed to resume playing. The player will be warned that the next offense could result in his/her expulsion from the league.
4. **League Expulsion** - The participant on the 4th offense may be expelled from the league and no refund will be given. The parent will need to make a formal request to be reinstated into this league. The player and parent(s) will next meet with the Supervisor of Youth Athletics and the Director of Christiansburg Department of Parks and Recreation prior to the start of the next Youth sports season to determine if the child is capable of playing within the guidelines of this program.

### **Tips**

1. Have FUN!
2. Be positive
3. Encourage everyone
4. Support your teammates
5. Get involved
6. Focus on improving not winning
7. Practice at home

## APPENDIX A SPORT RULES

Rules will be available upon request for each sport during the registration period and during the season of the sport.

## APPENDIX B CODE OF ETHICS

### A. **COACHES' 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 wellbeing of my players ahead of my 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 not cheat or engage in any form of unethical behavior that violates league rules.
- ❖ 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.

### B. **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:**

- ❖ 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 wellbeing of my child ahead of my personal desire to win.
- ❖ I will insist that my child play in a safe and healthy environment.
- ❖ 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 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 from 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 other players, coaches, spectators and officials with respect regardless of any differences.

### C. **PARTICIPANTS' Code of Ethics**- I hereby pledge to provide a positive attitude and be responsible for my participation in youth sports by following this **Participants' Code of Ethics:**

- ❖ I will encourage good sportsmanship from fellow players, coaches, officials and parents at every game and practice.
- ❖ I will attend every practice and game that is reasonably possible and 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 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 I will alert parents or coaches if it stops being FUN!
- ❖ I deserve to play in an alcohol, tobacco, and drug free environment and expect adults to respect that wish.
- ❖ 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.

## APPENDIX C CODE OF CONDUCT

- A. **COACHES' CODE OF CONDUCT**- The Code of Conduct defines the expectations for adults serving as coaches in youth sports and provides the tools to be used by the community, when necessary, to check behavior and to respond with resolve to protect all children from the psychological, emotional, physical, or social abuses that can be perpetuated against them by youth sports coaches.

The Code of Conduct that follows will be in effect before, during and immediately after all Christiansburg Recreation Department practices, games, and meetings when on Town controlled property.

\*\*\*Carefully review the Code of Conduct listed below:

**Athletic Program Pledge ~ Coach ~**  
**~ Every Coach will be required to read and sign this pledge ~**

Coaching in a Christiansburg Parks and Recreation program is a privilege that should elicit immense pride in the coach, their athletes and family. Standards of behavior are high and a willingness to live up to them is part of being the leader of a team. As a coach, I understand that Christiansburg Parks and Recreation is a developmental league, and its mission is to give all participants and opportunity to grow and develop in sports through active participation in practices and games. The mark of a successful coach is not how many wins and losses they may have, but on how many of their players are still actively participating several years later.

*I understand that my responsibilities as a youth coach are of great importance and that my actions have the potential to significantly influence the young athletes I coach. Therefore, I promise to uphold the following players' rights to the best of my ability.*

### **"PLAYER RIGHTS"**

1. Right to participate in sports.
2. Right to have fun in sports and develop my skills in active play.
3. Right to play at a level determined to match my maturity and ability.
4. Right to have a good role model as a coach.
5. Right to play as a child and not as an adult.
6. Right to express my opinion in a proper manner to my coaches.
7. Right to play in safe and healthy environments.
8. Right to be properly prepared to play in games.
9. Right to equal opportunities to develop my skills.
10. Right to be treated fairly and with respect.
11. Right for my coaches to treat my teammates, coaches, opposing fans and players, and officials with respect and dignity.
12. Right to play in a drug, alcohol, tobacco, and profanity free environment.

### **"COACHES PLEDGE"**

I will promise to always conduct myself in accordance with the following Code of Conduct understanding that there will be consequences if abused.

1. I will treat each athlete, opposing coach, parent and official with respect and dignity.
2. I will do my best to be prepared for all practices and games and teach the fundamental skills, so that all athletes have an opportunity to improve their skills through active participation.
3. I will play all athletes, no matter skill level or ability, with active participation in practices and games.
4. I will become thoroughly familiar with the rules of my sport.
5. I will uphold the authority of officials who are assigned to the contests in which I coach, and I will assist them in every way to conduct a fair and impartial contest.
6. I will communicate to my athletes and their parents the rights and responsibilities of our team.
7. I will cooperate with the Christiansburg Parks and Recreation Department in the enforcement of rules and regulations, and I will report any irregularities that violate sound competitive practices.

8. I will protect the health and safety of my athletes by insisting that all the activities under my responsibility are conducted for their psychological and physiological welfare.
9. I will not use profanity.
10. I will not use/be under the influence of tobacco, alcohol or drugs while attending Christiansburg Parks and Recreation events.

### **“Basic Responsibility”**

“I and my team, will represent Christiansburg Parks and Recreation Department with my personal best efforts, never bringing embarrassment or an unfavorable view to my team, coaches. My responsibility is to teach young athletes life skills that will help them become positive role models for their family and community.”

#### Penalty

Abuse brings restrictions. A penalty may vary from a minimum of one event suspension from coaching the athletic team to permanent restriction for that season and the following sport season.

- B. PARENTS AND PARTICIPANTS CODE OF CONDUCT-** The Code of Conduct defines the expectations for adults serving as parents and spectators in the Christiansburg Recreation Department youth sports leagues. Participation in a Christiansburg Parks and Recreation program is a privilege that should elicit immense pride in both the athletes and their family. Standards of behavior are high and a willingness to live up to them is part of being a member of a team. Parents should remember the mission statement of our department, and the focus is not on wins and losses, but teaching life lessons through sports, developing athletes through active play, and participants having a fun and enjoyable experience in our programs.

The Code of Conduct that follows will be in effect before, during and immediately after all Christiansburg Recreation Department practices, games, and meetings when on Town controlled property.

\*\*\*Carefully review the Code of Conduct listed below:

#### **Athletic Program Pledge ~ Parent/Player ~**

**~ Every player and parent will be required to read and sign this pledge ~**

*I understand that my responsibilities as a parent are of great importance and that my actions have the potential to significantly influence the young athletes. Therefore, I promise to uphold the following players’ rights to the best of my ability.*

#### **“PLAYER RIGHTS”**

1. Right to participate in sports.
2. Right to have fun in sports and develop my skills in active play.
3. Right to play at a level determined to match my maturity and ability.
4. Right to have a good role model as a coach.
5. Right to play as a child and not as an adult.
6. Right to express my opinion in a proper manner to my coaches.
7. Right to play in safe and healthy environments.
8. Right to be properly prepared to play in games.
9. Right to equal opportunities to develop my skills.
10. Right to be treated fairly and with respect.
11. Right for my parents to treat my teammates, coaches, opposing fans and players, and officials with respect and dignity.
12. Right to play in a drug, alcohol, tobacco, and profanity free environment.

#### **“PLAYER PLEDGE”**

*I will promise to conduct myself in accordance with the following Code of Conduct at all times understanding that there will be consequences if abused.*

1. I will treat each athlete, coach, parent and official with respect and dignity.
2. I will do my best to attend all practices to learn the fundamental skills, and be attentive to coaches to learn game strategies.
3. I will contact my coach if I am unable to attend a practice or game.
4. I will accept the calls of the officials and will play to the rules of the game.
5. I will always give my personal best efforts to help my team and coaches.
6. I will treat all equipment, fields, courts, and facilities with respect and adhere to all of their rules.

7. I will control Emotional and Verbal outbursts that are detrimental to me or those around me.
8. I will not use profanity.

**“Basic Rule”**

*“I will represent the Christiansburg Parks and Recreation Department with my personal best efforts, never bringing embarrassment or an unfavorable view to my teammates, coaches, family. I will hold myself to a high standard while out in my school or community and always strive to be a leader.”*

**Penalty**

Abuse brings restrictions. A penalty may vary from a minimum of one event suspension from participating on the athletic team to permanent restriction for that season and the following sport season. The penalty will be constant with the School programs for those students in the Middle School and/or High Schools.

**\* BY SIGNING THE TEAM AGREEMENT FORM, THIS INDICATES THAT BOTH PARENT AND ATHLETE UNDERSTAND AND AGREE TO THIS RESPONSIBILITY.**

**APPENDIX D  
JOB DESCRIPTIONS**

**YOUTH SPORTS VOLUNTEER COACH  
JOB DESCRIPTION**

**Do you pass the most important test of being an effective Youth Coach?**

Most youth leagues have a similar mission: to provide a positive and fun experience to players while teaching them the fundamentals of the game so they have the passion and skills to make sports an enjoyable lifelong endeavor. Success or failure of the mission is largely in the hands of the volunteer coaches, and influenced less by the knowledge of the coach, and more by the coach's character. The most important test of being an effective coach is **whether or not you place the needs and goals of your players ahead of your own needs and ego**. Can you say that you are able to align your approach as a coach to the mission of the league? If you're coaching in a recreational league, is your approach truly recreational, ensuring your first priority is that all players are learning skills and having fun? Or are you spending too much of the limited gym time you have for practices working on trick plays or other short-term tactics to help win the next game? Are you placing undue pressure on your players to win or are you overly focused on ensuring your best players control the game to help minimize mistakes, at the risk of the weaker players having fun and developing skills? Do you go out of your way to mention your record to other adults? If you answered yes to any of the last 3 questions, it may be time to reassess your approach and remind yourself of the mission. After all, 3 years down the road the most important thing will be how many of the players from your team this year are still playing the game, learning and having fun, not that you won a recreational league full of beginner players. As the quote below this paragraph suggests, if you can keep your heart focused on the long-term mission, then you've got the foundation of being a great coach.

***"When a coach's heart is in the right place  
great things generally happen!"***

**TITLE:** Volunteer coach for the Christiansburg Department of Parks and Recreation Youth Sports Leagues.

## **DESCRIPTION:**

- Coach of male or female athletes between the ages of 6-14.
- You will be considered a role model for 8 -12 young athletes assigned to your team; therefore sportsmanship, fair play, and full participation are mandatory.

## **RESPONSIBILITIES:**

- Plan and supervise games, practices, and events.
- Supervise assistant coaches, or team parents.
- Teach the young athlete the fundamentals of the sport.
- Encourage the involvement of the parents in the sport.
- Schedule and conduct parent and other necessary meetings.
- Provide a safe and fun environment for the children.
- Learn and follow all league rules, policies, and procedures.
- Give each player equal playing time.
- Put the feelings of the players ahead of your desire to win.
- Attend all league functions and participate in league activities.

## **QUALIFICATIONS:**

- Successfully complete the application procedure and pass a background check.
- Attend any scheduled coaching interviews or meetings.
- Successfully complete the National Youth Sports Coaches Association (NYSCA) Certification Program prior to beginning of the season.
- Be enthusiastic.
- Understand a recreation department is a developmental league, winning is not the goal.
- Must be patient, especially with children.
- Be organized.
- Be dependable.

**INFORMATION:** As a volunteer coach, you are treated by local, state, and federal law as being an unpaid employee of the agency in which you are associated with; therefore, you must conduct yourself in the same manner as you would your own job. In the same respect, you will receive the same treatment, aside from compensation and benefits, as the employee of the Christiansburg Department of Parks and Recreation.

## **APPENDIX E RIGHTS & RESPONSIBILITIES**

### **COACHES Rights & Responsibilities**

#### **Rights:**

- To have support from the administration/league.
- To know what is expected of him/her.
- To have a fair procedure to bring concerns and complaints forward.
- To have ample opportunities to receive training to be a youth sports coach, including child abuse prevention.

#### **Responsibilities:**

- To provide accurate background information to the league.
- To get needed training.
- To understand the role and influence of a "Coach".
- To understand intervention and child abuse reporting procedures.
- To abide by a Code of Ethics and Code of Conduct.
- To be an advocate for the program's philosophy.
- To set expectations for the season.
- To recognize the special needs of EACH athlete, gifted or not gifted.
- To limit physical interaction while conducting instructions.

- To provide appropriate and caring touch.
- To never touch out of anger.
- To keep programs free from put-downs, trash talk, profanity, violence, and abuse.
- To motivate with praise and instruction.
- To not use physical punishment.
- To learn effective ways to channel frustrations and anger.
- To communicate respectfully with parents, athletes, officials & administrators.
- To provide a safe and fun sports environment.

## **PARENTS Rights & Responsibilities**

### **Rights:**

- To have a safe and fun experience for your child.
- To have accurate and comprehensive information.
- To be a part of a quality program.
- To know about the complaint procedures.

### **Responsibilities:**

- To have a part in the supervision of the child.
- To be a good spectator.
- To bring forward valid complaints and concerns.
- To educate your child about abuse.
- To abide by a Code of Ethics and Code of Conduct.
- To help each child find the right sport and program for his/her needs.
- To assess the philosophy of the coach and the organization.
- To provide each child with the physical and emotional nurturing and guidance they need to thrive.
- To be an advocate for each of your children.
- To support sons and daughters equally as athletes.
- To understand that all children are gifted, but not in equal ways.
- To support the individual needs and interests of the child.
- To provide unconditional love and support, not based on performance.
- To pay attention to see if your children are having fun and learning as opposed to just winning.
- To create a safe and fun sports environment.

## **PARTICIPANTS Rights & Responsibilities**

### **Rights**

- To have sports be a safe experience, free from abuse and violence.
- To have fun learning, trying new things and being able to practice and play.
- To participate in a variety of sports opportunities.

### **Responsibilities**

- To follow rules.
- To tell parents (or other trusted adult) about any abuse.
- To try our hardest and best.
- To learn the values of teamwork-helping and supporting one another.
- To abide by a Code of Ethics and Code of Conduct.
- To learn ways to deal with pressure and frustrations.
- To care about what happens to others.
- To settle conflicts without saying or doing things that hurt others.
- To treat coaches and officials with respect.
- To treat others as you want to be treated.
- To be a good sport (how you talk to others and how you be).



## APPENDIX F

### Code of Conduct Pledges

#### **Athletic Program Pledge ~ Coaches Code of Conduct ~**

**~ Every Coach will be required to read and sign this pledge ~**

Coaching in a Christiansburg Parks and Recreation program is a privilege that should elicit immense pride in the coach, their athletes and family. Standards of behavior are high and a willingness to live up to them is part of being the leader of a team. As a coach, I understand that Christiansburg Parks and Recreation is a developmental league, and its mission is to give all participants and opportunity to grow and develop in sports through active participation in practices and games. The mark of a successful coach is not how many wins and losses they may have, but on how many of their players are still actively participating several years later.

*I understand that my responsibilities as a youth coach are of great importance and that my actions have the potential to significantly influence the young athletes I coach. Therefore, I promise to uphold the following players' rights to the best of my ability.*

#### **“PLAYER RIGHTS”**

1. Right to participate in sports.
2. Right to have fun in sports and develop my skills in active play.
3. Right to play at a level determined to match my maturity and ability.
4. Right to have a good role model as a coach.
5. Right to play as a child and not as an adult.
6. Right to express my opinion in a proper manner to my coaches.
7. Right to play in safe and healthy environments.
8. Right to be properly prepared to play in games.
9. Right to equal opportunities to develop my skills.
10. Right to be treated fairly and with respect.
11. Right for my coaches to treat my teammates, coaches, opposing fans and players, and officials with respect and dignity.
12. Right to play in a drug, alcohol, tobacco, and profanity free environment.

#### **“COACHES PLEDGE”**

I will promise to always conduct myself in accordance with the following Code of Conduct understanding that there will be consequences if abused.

1. I will treat each athlete, opposing coach, parent and official with respect and dignity.
2. I will do my best to be prepared for all practices and games and teach the fundamental skills, so that all athletes have an opportunity to improve their skills through active participation.
3. I will play all athletes, no matter skill level or ability, with active participation in practices and games.
4. I will become thoroughly familiar with the rules of my sport.
5. I will uphold the authority of officials who are assigned to the contests in which I coach, and I will assist them in every way to conduct a fair and impartial contest.
6. I will communicate to my athletes and their parents the rights and responsibilities of our team.
7. I will cooperate with the Christiansburg Parks and Recreation Department in the enforcement of rules and regulations, and I will report any irregularities that violate sound competitive practices.
8. I will protect the health and safety of my athletes by insisting that all the activities under my responsibility are conducted for their psychological and physiological welfare.
9. I will not use profanity.
10. I will not use/be under the influence of tobacco, alcohol or drugs while attending Christiansburg Parks and Recreation events.

#### **“Basic Responsibility”**

*“I and my team, will represent Christiansburg Parks and Recreation Department with my personal best efforts, never bringing embarrassment or an unfavorable view to my team, coaches, or Christiansburg Parks and Recreation. My responsibility is to teach young athletes life skills that will help them become positive role models for their family and community.”*

#### **Penalty**

Abuse brings restrictions. A penalty may vary from a minimum of one event suspension from coaching the athletic team to permanent restriction for that season and the following sport season.

**Athletic Program Pledge ~ Parent/Player Code of Conduct ~**  
**~ Every player and parent will be required to read and sign this pledge ~**

*I understand that my responsibilities as a parent are of great importance and that my actions have the potential to significantly influence the young athletes. Therefore, I promise to uphold the following players' rights to the best of my ability.*

**“PLAYER RIGHTS”**

1. Right to participate in sports.
2. Right to have fun in sports and develop my skills in active play.
3. Right to play at a level determined to match my maturity and ability.
4. Right to have a good role model as a coach.
5. Right to play as a child and not as an adult.
6. Right to express my opinion in a proper manner to my coaches.
7. Right to play in safe and healthy environments.
8. Right to be properly prepared to play in games.
9. Right to equal opportunities to develop my skills.
10. Right to be treated fairly and with respect.
11. Right for my parents to treat my teammates, coaches, opposing fans and players, and officials with respect and dignity.
12. Right to play in a drug, alcohol, tobacco, and profanity free environment.

**“PLAYER PLEDGE”**

*I will promise to conduct myself in accordance with the following Code of Conduct at all times understanding that there will be consequences if abused.*

1. I will treat each athlete, coach, parent and official with respect and dignity.
2. I will do my best to attend all practices to learn the fundamental skills, and be attentive to coaches to learn game strategies.
3. I will contact my coach if I am unable to attend a practice or game.
4. I will accept the calls of the officials and will play to the rules of the game.
5. I will always give my personal best efforts to help my team and coaches.
6. I will treat all equipment, fields, courts, and facilities with respect and adhere to all of their rules.
7. I will control Emotional and Verbal outbursts that are detrimental to me or those around me.
8. I will not use profanity.

**“Basic Rule”**

*“I will represent the Christiansburg Parks and Recreation Department with my personal best efforts, never bringing embarrassment or an unfavorable view to my teammates, coaches, family. I will hold myself to a high standard while out in my school or community and always strive to be a leader.”*

**Penalty**

Abuse brings restrictions. A penalty may vary from a minimum of one event suspension from participating on the athletic team to permanent restriction for that season and the following sport season. The penalty will be constant with the School programs for those students in the Middle School and/or High Schools.

**\* BY SIGNING THE TEAM AGREEMENT FORM, THIS INDICATES THAT BOTH PARENT AND ATHLETE UNDERSTAND AND AGREE TO THIS RESPONSIBILITY.**

**COACH, PLAYER & PARENT ATHLETIC CODE OF CONDUCT AGREEMENT**

Team Name: \_\_\_\_\_ Grade/Age \_\_\_\_\_ Sport \_\_\_\_\_

	<u>Print Name</u>	<u>Signature</u>	<u>Date</u>
Coach:	_____	/ _____	/ _____
Coach:	_____	/ _____	/ _____
Coach:	_____	/ _____	/ _____
Coach:	_____	/ _____	/ _____
Coach:	_____	/ _____	/ _____

	<u>Player Signature</u>	<u>Parents Signatures</u>	<u>Date</u>
1. Player/Parents:	_____	/ _____	/ _____
2. Player/Parents:	_____	/ _____	/ _____
3. Player/Parents:	_____	/ _____	/ _____
4. Player/Parents:	_____	/ _____	/ _____
5. Player/Parents:	_____	/ _____	/ _____
6. Player/Parents:	_____	/ _____	/ _____
7. Player/Parents:	_____	/ _____	/ _____
8. Player/Parents:	_____	/ _____	/ _____
9. Player/Parents:	_____	/ _____	/ _____
10. Player/Parents:	_____	/ _____	/ _____
11. Player/Parents:	_____	/ _____	/ _____
12. Player/Parents:	_____	/ _____	/ _____

**\*\*BY SIGNING THIS AGREEMENT, I HAVE READ AND UNDERSTAND MY RESPONSIBILITIES FOR YOUTH ATHLETICS. PLAYERS WILL NOT BE ALLOWED TO PARTICIPATE IN GAMES UNTIL THEY HAVE SIGNED AND RETURNED CODE OF CONDUCT FORMS.**