

# Community Standards in Youth Sports



## Guidelines

Revised June 1, 2013

## Table of Contents

<b>Purpose</b>	<b>3</b>
<b>Benefits of youth sports</b>	<b>3</b>
<b>Standards</b>	<b>4</b>
<b>Article 1: League Administrators</b>	<b>4</b>
Initial Level Membership	4
Continuing Education	4
<b>Article 2: Coaching</b>	<b>5</b>
Coaching Guidelines	5
Coaches Education	5
Initial Level Membership	6
Continuing Membership Program	6
ID Cards and Badges	6
<b>Article 3: Criminal Background Check</b>	<b>6</b>
Disqualifying Offenses	7
Responsibility for Compliance	8
Time frame for criminal history records check	9
Confidentiality	9
Appeals	9
Non- Compliance Measures	10
<b>Article 4: Parents and Spectators</b>	<b>11</b>
Disciplinary Actions	11
Disciplinary Sanctions for Individuals	11
<b>Article 5: Tobacco Use at Youth Sports Events</b>	<b>11</b>
<b>Article 6: Concussion Awareness</b>	<b>12</b>
Symptoms of Concussions	12
What Should You Do If You Think a Concussion Has Occurred	13
<b>League Responsibilities</b>	<b>14</b>
<b>Crisis Intervention Plan</b>	<b>15</b>
<b>Mid-Atlantic Recreation and Parks Sports Alliance</b>	<b>16</b>
Sharing of Disciplinary Actions	16
Good Sport Awards	16
<b>Parent Code of Conduct</b>	<b>17</b>
<b>Coach Code of Conduct</b>	<b>18</b>
<b>National Background Screening Consent Form</b>	<b>20</b>
<b>List of Coaches</b>	<b>21</b>

## ***Purpose***

Sports are one of the greatest tools that exist in today's society to help children develop positive character traits and life values. Under the right conditions, many youth sports experiences can be enormously beneficial, teaching the importance of teamwork, cooperation, and hard work, among many other qualities.

A model youth sports program is not something that anyone should just hope turns out well, because there is simply too much at stake when a child's emotional and physical well-being is involved. A top quality youth sports program is a positive reflection on the entire community and something that everyone can be proud of.

The Recreation & Parks Department recognizes that youth sports are an integral part of the lives of many of the families in St. Mary's County where a safe, fun and enriching experience is the primary goal.

In St. Mary's County, 16 volunteer youth sports leagues and 5 Recreation & Parks operated leagues provide recreational opportunities for over 10,000 youth placed on more than 800 different teams. Thousands of volunteers (coaches, parents, and Board Members) administer and operate these leagues on a daily basis. Registration costs, fundraising, and league policies are decisions made by each league's volunteer board.

## ***Benefits of youth sports***

Participation in youth sports, whether it be school related or with a local organization, can clearly be a constructive force in the lives of student athletes. It is important that parents and coaches recognize that youth sports presents a unique opportunity for introducing and reinforcing positive life lessons which will prepare our children for the future.

Adults who emphasize good sportsmanship help young athletes take pride in their accomplishments and in their improving skills, so that the kids see themselves as winners, even if the scoreboard doesn't show the numbers going in their favor. The best coaches and parents encourage their kids to play fair, to have fun, and to concentrate on helping the team while polishing their own skills.

### **By participating in sports, the young athlete will:**

1. Develop skills needed to socialize with their peers as well as adults.
2. Develop independence and confidence.
3. Develop a sense of achievement, which helps develop a positive self-image.
4. Develop leadership skills and qualities.
5. Learn how to cooperate and compete.
6. Develop agility, coordination, endurance, flexibility, speed and strength.
7. Develop the ability to make decisions and accept responsibilities.
8. Learn to understand and express emotions, imagination, and appreciation for what the body can do.
9. Develop an interest in continuing sports participation as an adult.

## ***Standards***

To insure a high standard for child safety and positive youth development within youth sports leagues, the Board of County Commissioners approved the Raising Community Standards in Youth Sports initiative in March 2006.

### ***Article 1: League Administrators***

The National Youth Sports Administrators Association (NYSAA) is a membership organization of volunteers responsible for the planning and implementation of recreational sports programs. The program provides training, information, and resources for volunteer administrators such as league presidents, boards, commissions and representatives. The NYSAA program works to help administrators set and maintain high standards for their youth league for the benefit of the children in their care. The training addresses issues that administrators face every day, such as recruitment of coaches and volunteers, risk management, insurance, fundraising, and parent involvement.

1. The Sports Coordinator will schedule administrator training dates each sports season.
2. All fees related to administrator and coaches training are paid for by the individual leagues.
3. Failure to comply with participation in the training program could result in revocation of field use permits to leagues.

### **Initial Level Membership**

To become a member of the NYSAA, all volunteer administrators must participate in an interactive video clinic designed to provide a child-centered youth sports philosophy, successfully complete an exam and sign the NYSAA Code of Ethics Pledge. The clinic also includes the distribution of a journal addressing many of the topics that challenge administrators. The membership fee is \$20.

### **Continuing Education**

After completing the Introduction to Youth Sports Administration, the administrator automatically qualifies for the Administrator Continuing Education Program. To continue membership, the member resigns the Administrators Code of Ethics Pledge and remits the annual \$20 membership fee.

## ***Article 2: Coaching***

### **Coaching Guidelines**

1. Head coaches are responsible for all administrative requirements relative to Head Coach's Pledge, background checks for assistant coaches (youth only), and completing training requirements.
2. A head coach, at least 21 years of age, or assistant coach, at least 18 years of age, must be present at all youth practices and games.
3. Coaches are responsible at all times for the conduct of any person associated with their team.
4. Coaches are responsible for controlling their spectators. A coach may be subject to disciplinary action for failing to appropriately intercede to stop spectator abuse of an official or player.
5. Coaches are responsible for reading and understanding league-specific rules and instructing all players as to these rules.
6. A coach who refuses to provide the name of an ejected player and/or coach to departmental personnel or game officials will be subject to disciplinary action.
7. An assistant coach is defined as an individual who has been given the authority and responsibility by an organization or head coach to instruct the team.
8. All head coaches must hold a Coach, Athlete and Parent (CAP) meeting prior to the beginning of the season, at which time the Parent's Pledge must be fully discussed.
9. All head coaches in County-sponsored youth athletics must sign a Coach Code of Conduct prior to the start of the season. This is appendix B of the Community Standards Guidelines.

### **Coaches Education**

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

The Department of Recreation and Parks offers instructional clinics for coaches in several of its youth sports. For further information regarding these clinics, contact the Department's Sports Office at 301-475-4200 ext. 1803.

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.

1. Teams in each league must have the head coach and one assistant coach, if more than one coach is assigned to a team; participate in a positive youth sports development training program. The NAYS training program is preferred but leagues may conduct a comparable training program which must be approved by the Sports Coordinator at least two months prior to the league's practice season.

## **Initial Level Membership**

Volunteer coaches can participate in a live on-site, interactive video training clinic (conducted by a local NAYS chapter), 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.

## **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 all the benefits of the Continuing Membership Program.

## **ID Cards and Badges**

Coach ID cards are issued by the Sports Coordinator and are valid for 1 year. Cards are applicable to all sports coached in St. Mary's County facilities. To obtain an ID card, a volunteer must complete and pass a criminal background check. Coaches who also complete training will be marked accordingly. Cards must be displayed in badge holder supplied by Recreation & Parks. The ID card and badge must be displayed during ALL practices and games.

## ***Article 3: Criminal Background Check***

As a prerequisite for participation, any adult who has care, custody or control of youth participants in any youth sports program or activity is required to successfully complete a background check through St. Mary's County Department of Recreation and Parks. Recreation & Parks policy is that the background checks are valid for one year.

Recreation and Parks department maintains a list of screened volunteers on the web site. After formation of teams, each coach is required to submit the names of all assistants and other volunteers to the league president or designated individual. Those without a current background check on file must submit a new form to the league president or designated individual for forwarding to the Sports Coordinator for processing through Southeastern Security Consultants, Inc. (SSCI). Only previous checks performed by St. Mary's County, not other counties or states, will be considered valid.

Coaches who are unable to attend practices or games may not leave children in the care of a substitute unless that substitute has been screened and their name appears on the list of approved volunteers on the Recreation and Parks website. Coaches must cancel practices when an approved volunteer is not available to attend practice.

## Disqualifying Offenses

A person will be disqualified and prohibited from serving as a volunteer if he or she has been found guilty or has entered a plea of guilty or nolo contendere (no contest), regardless of the adjudication for any of the disqualifying offenses. A review process of the disqualifiers will be conducted on an as needed basis and will be reviewed by the Recreation & Parks Board.

1. **All Sex Offenses** - Regardless of the amount of time since offense.

Examples: Child molestation, rape, sexual assault, sexual battery, sodomy, prostitution, solicitation, indecent exposure, etc.

2. **All Felony Violence** - Regardless of the amount of time since offense.

Examples: Murder, manslaughter, aggravated assault, kidnapping, robbery, aggravated burglary, etc.

3. **All crimes against children** - Regardless of the amount of time since offense.

Examples: Child abuse, child neglect, etc.

4. **All Felony Offenses other than violence or sex** - within the past 10 years from time of arrest.

Examples: Drug related theft, fraud, etc.

5. **All Misdemeanor Violence** - within the past 7 years from time of arrest.

Examples: Simple assault, battery, domestic violence, hit and run, etc.

6. **All Misdemeanor drug and alcohol offenses** - within the past 5 years or multiple offenses in the past 10 years from time of first arrest.

Examples: Driving under the influence, simple drug possession, drunk and disorderly, public intoxication, possession of drug paraphernalia, etc.

7. **Any other misdemeanor** within the past 5 years from time of arrest that would be considered a potential danger to children or is directly related to the functions of that volunteer.

Examples: Contributing to the delinquency of a minor, providing alcohol to a minor, theft - if a person is handling monies, etc.

8. **Open Charges** - Persons with any open charges for disqualifying offenses shall be restricted from volunteering until the active case is brought to resolution or the charges are dropped.

## Responsibility for Compliance

It is the responsibility of each organization that utilizes county fields or facilities to fully comply with the background check program. Failure to comply could result in revocation of field use permits.

The following list is provided to assist community leaders in determining who must undergo a criminal history records check prior to participating (i.e. before the first practice for coaches) in a youth activity or program. Organizational leaders are expected to check the database on the website to ensure all adult volunteers have completed a criminal history records check prior to participating (i.e. before the first practice for coaches). This list serves as a guide and is not all-inclusive.

Position or Title	Comment	Required
Organizational Officers	Any Group that Sponsors Youth Activities	Yes
Organizational Board Members	Any Group that Sponsors Youth Activities	Yes
Youth Sport Commissioners	Any Group that Sponsors Youth Athletics	Yes
Head and Assistant Coaches	Volunteer Youth Leagues	Yes
Head and Assistant Coaches	Travel or Select Teams	Yes
Independent Contractors	Sport Camps, Clinics, etc.	Yes
Trainers and Assistant Trainers	Youth Programs	Yes
Volunteers / Event Workers	Care, Custody or Control of Children	Yes
Volunteers / Event Workers	No Care, Custody or Control of Children	No
Tournament Teams	Tournament Play	No

To initiate a criminal history records check, the individual must complete and sign an SSCI Authorization and Release form. This form can be downloaded from the Recreation & Parks website or can be completed online at [www.stmarysmd.com/recreate](http://www.stmarysmd.com/recreate). The release form must be completed legibly in its entirety. Any missing information will prevent or delay the criminal history records check process. Refusal to provide all required information will result in the individual being prohibited from participation in youth programs or activities.

All consent and release forms are sent to Southeastern Security Consultants, Inc. (SSCI), to conduct the background reports. Name based criminal background checks and sex offender searches will be conducted and profiles will be returned within 2-5 business days. The screening will include social security verification, address trace, a statewide criminal record check, a nationwide (47 states) criminal record check through the National Background Directory, and sex offender registry record check.



## Time frame for criminal history records check

All reported arrest and conviction information which is readily available at the courts and which is legally reportable under the federal fair credit reporting act and state reporting laws is accessible to Recreation & Parks.

## Confidentiality

Although adult criminal records are public knowledge, information received during the criminal history records check process will be shared on a “need to know” basis only. Individuals may view a copy of their criminal history records check upon written request and proper identification.

If a background report is returned to Recreation & Parks with a criminal conviction that would disqualify an individual from becoming a youth sports volunteer, the Sports Coordinator will contact and inform the applicant and the appropriate league representative. All reports are valid for one year. All volunteer information and report status will be recorded in the background check program database. Background check results must be reviewed by Recreation & Parks before volunteers are permitted to have contact with children.

## Appeals

If an individual disputes the accuracy or completeness of any information reported in the criminal history records check, they have a right to request a reinvestigation, unless the dispute is deemed frivolous. To make an appeal, the disqualified individual must do the following:

1. Make an appointment to meet with the Community Standards Coordinator and the Recreation Division Manager to discuss disqualification(s).
2. Volunteer will be notified of decision within 2 business days of appointment.
3. If volunteer wants to appeal this decision, they can do so **in writing** to the Director of Recreation and Parks.
4. The Director will give a final decision, in writing, within 5 business days of receiving the correspondence.

## Non- Compliance Measures

It is the responsibility of each organization that participates and is granted the use of a St. Mary's County recreational facility to fully comply with the Community Standards Program. Each organization must sign an annual acknowledgment of the receipt of departmental policies.

The matrix below serves to address non-compliant coaches within a sports organization. Organizations and/or their members that knowingly or unknowingly violate the Community Standards Program are subject to disciplinary measures that may include, but are not limited to:

- Restricted or Loss of Field Use Permits
- Loss of Use of Buildings (i.e. Concessions, Utility Building, Storage Shed, etc.)
- Organizational Probation

<b><u>Infraction</u></b>	<b><u>Warning</u></b>	<b><u>1<sup>st</sup> Citation</u></b>
Head Coach has not completed background check	League notified 1 week prior to start of games	Coach is not permitted to coach until complete
Assistant Coach has not completed background check	League notified 1 week prior to start of games	Coach is not permitted to coach until complete
Head Coach has not completed training	League notified 1 week prior to start of games	Coach is not permitted to coach until complete
Assistant Coach has not completed training	League notified 1 week prior to start of games	Coach is not permitted to coach until complete
Board Member has not completed background check	League notified 1 week prior to start of games	Volunteer is not permitted to participate until complete
Unidentified Volunteer participating	League and head coach notified	Volunteer is not permitted to participate until background is complete
Approved Volunteer does not display ID badge	League and volunteer notified	Volunteer must display badge to participate

**\*Additional disciplinary action may apply for repeat infractions by an individual or league**

## ***Article 4: Parents and Spectators***

It is expected that all parents and spectators demonstrate positive behavior during all youth sporting events. If negative and inappropriate behavior occurs it is recommended that those involved are asked to leave the spectator area immediately by league representatives. Parents must sign a Parents Code of Conduct (Appendix A) prior to their child participating and a copy should be kept on file with the league for the entire season.

### **Disciplinary Actions**

The Department of Recreation and Parks has the authority to impose disciplinary sanctions for unsportsmanlike behavior and/or non-compliance with departmental policies, guidelines or standards. This authority is not limited to programs sponsored by Recreation & Parks.

When deemed appropriate, Recreation & Parks will determine the pertinent facts and take suitable disciplinary action regarding incidents of unsportsmanlike behavior or violations of departmental policies, guidelines or standards.

- A. Whenever flagrant misconduct occurs, the game official or staff member may penalize the person(s) by requiring them to leave the vicinity.
- B. Game officials and departmental staff may suspend play or forfeit a game when, in their judgment, conditions justify such actions.
- C. Flagrant or repeated misconduct may result in permanent suspension.

### **Disciplinary Sanctions for Individuals**

Disciplinary sanctions for individuals may include, but are not limited to:

- Suspension
- Expulsion
- Prohibition to Attend Events
- Forfeiture of Games
- Probation of Players, Coaches and/or Spectators

## ***Article 5: Tobacco Use at Youth Sports Events***

1. Smoking is limited to 150 feet (50 yards) or more from any youth sporting event.
2. Coaches and administrators should refrain from the use of any type tobacco products at all team activities and in the presence of your players.

## ***Article 6: Concussion Awareness***

Maryland House Bill (HB) 858 and Senate Bill (SB) 771 were signed into law by Governor O'Malley on May 19, 2011.

HB 858 and SB 771 provide protections for youth athletes who are suspected of incurring a concussion during practice or play. Any such athlete will be removed from practice or play and returned only after clearance by an appropriate licensed health care professional. This applies to sports events played on public school and park property.

A youth sports program that uses a public school facility must annually provide the Board of Education a statement of intent to comply with the bill's requirements for the management of a concussion or other head injury of a participant. Before a youth sports program may use a facility owned or operated by a local government, the local government must provide notice to the youth sports program of the requirements of the bill. A youth sports program must also make the information on concussions available to coaches, young athletes, and parents.

A concussion is a type of traumatic brain injury, or TBI, caused by a bump, blow, or jolt to the head that can change the way your brain normally works. Concussions can also occur from a blow to the body that causes the head to move rapidly back and forth. Concussions can occur in any sport or recreation activity. A concussion can have long term impacts on young athletes such as their health, memory, learning and even their survival.

### **Symptoms of Concussions**

The following are a list of symptoms that may suggest a concussion has occurred.

- Headache
- Confusion
- Difficulty remembering or paying attention
- Balance problems or dizziness
- Feeling sluggish, hazy, foggy, or groggy
- Feeling irritable, more emotional, or "down"
- Nausea or vomiting
- Bothered by light or noise
- Double or blurry vision
- Slowed reaction time
- Sleep problems
- Loss of consciousness

## What Should You Do If You Think a Concussion Has Occurred

1. Seek medical attention right away - A health care professional will be able to decide how serious the concussion is and when it is safe to return to play.
2. Do not return to play until medically cleared - Concussions take time to heal. Don't return to play until a health care professional says it's OK. Children who return to play too soon while their brain is still healing risk a greater chance of having a second concussion. Second or later concussions can be very serious. They can cause permanent brain damage, affecting the injured student-athlete for a lifetime.
3. Inform all coaches about any recent concussions - Coaches should know if an athlete has had a recent concussion. The coach may not know about a concussion in another sport or activity if he or she is not informed by the parent, guardian or athlete.

## *League Responsibilities*

### **Leagues Shall:**

1. Comply with all aspects of the Community Standards Guidelines.
2. Purchase general liability insurance with a minimum coverage of \$1,000,000 per occurrence and name the St. Mary's County Recreation and Parks Department, the St. Mary's County Board of County Commissioners, and the St. Mary's County Board of Education as additional insured. The county's liability insurance would become secondary and would be considered an addition to and not in lieu of the leagues primary coverage. All league advertisement should include whether or not medical insurance is provided by the league.
3. Establish and implement a fee reduction or fee waiver policy within the framework of its financial resources and commitments.
4. Accept any eligible participant, regardless of race, color, creed, sex, national origin, or physical capability.
5. Establish and implement league rules that require each youth to be placed on a team, and to play in each game for a reasonable length of time.
6. Submit league rules and program policies and procedures to Recreation and Parks Staff for review.
7. Ensure that member teams use proper, safe playing equipment.
8. Ensure that coaches, league administrators and officials refrain from using alcohol and drugs (including tobacco) on or near the playing fields, benches, dugouts, etc. and abide by the smoking laws while on public school property. Encourage all spectators and parents to abide by the park policy of No Smoking within 50 yards (150') of a game or practice area.
9. Advertise that fund raising efforts are solely for league operations.
10. Submit field use requests each season in writing and abide by the rules, regulations and policies that pertain to the use of the parks, recreation facilities or school grounds as determined by the Recreation and Parks and SMCPs.
11. Recreation & Parks may terminate the status of the league's use for failure to comply with the terms of this agreement. Should that occur, a priority usage of public fields and facilities would become secondary to other requests. Further, in extreme cases of disregard for the terms of the agreement, the Board may determine that field use permit shall not be issued to a league until appropriate actions are taken by the league to remedy the situation.

## *Crisis Intervention Plan*

During a sports season league administrators may have to deal with unruly parents and spectators. Listed below are guidelines for effectively managing a potential crisis during a sports practice or game. Included in the guidelines are the steps to take if the league believes it is necessary to have someone removed from the playing area or the park.

1. Address parents and spectators in a manner that is respectful and non-threatening.
2. When league representatives speak to parents or spectators, refer them to the Positive Youth Sports Pledge posted in the park or placed in the facility.
3. If the unruly behavior persists, inform them that you may call the Sheriff's Department and request that they be removed from the site.
4. Once a police officer arrives, all action taken regarding the potential arrest of the individual is the decision of the police officer.
5. If the league desires that charges be filed against the offender and the officer does not believe justification exists, the league has the option of filing charges with the District Court Commissioner.
6. If any negative behavior warrants a parent or spectator being asked to leave the playing area, league representatives have the authority to inform that individual(s) they may not come within 100 yards of the playing area during league play or practice. This may include time when their child is participating. If they do not do so, this may be just cause for a No Trespass Notice being served on the individual for future games and/or practices.
7. If the league requests the Department of Recreation and Parks to serve a No Trespass Notice on an individual their request must be in writing to the Youth Sports Administrator and include the following:
  - Name of offender
  - Date, time and location of incident
  - Description of incident
  - Witnesses
  - Requested length of No Trespass period
  - Signature of league administrator
8. The Youth Sports Administrator/Sports Coordinator will initiate a review of the request with the offender, witnesses, and league administrator. A decision whether or not to serve a notice will be made within five working days of receipt of the request. The notice must be authorized by the Recreation Manager or Department Director. A copy will be given to the league, a copy will be sent via certified mail to the offender, and a copy will be on file in the Recreation and Parks office. The league should have a copy available if in the event a police officer is called to the park to address the offender.

## ***Mid-Atlantic Recreation and Parks Sports Alliance***

The Department of Recreation and Parks is a member of the Mid-Atlantic Recreation and Parks Sports Alliance. The Alliance is comprised of more than thirty (30) Recreation and Parks departments and sports organizations. The mission of the Mid-Atlantic Recreation and Parks Sports Alliance is to develop and communicate a consistent message that organizations and their players, coaches and spectators will be held accountable to a code of conduct that promotes sportsmanship and keeps recreational competitive and non-competitive sporting activities in proper perspective.

### **Sharing of Disciplinary Actions**

The Department of Recreation and Parks is a member of the Mid-Atlantic Recreation and Parks Sports Alliance. The Alliance utilizes the common Sports Code of Conduct and shares disciplinary actions taken related to poor sportsmanship. Member jurisdictions may jointly enforce disciplinary sanctions imposed on an individual or organization.

### **Good Sport Awards**

The Mid-Atlantic Recreation and Parks Sports Alliance, in keeping with its mission to promote good sportsmanship, presents the Good Sport Award to individuals who exemplify and perpetuate good sportsmanship in recreational level athletics. In St. Mary's County, one coach and one player are selected yearly to receive a Good Sport Award from the County.

The Recreation and Parks Advisory Board selects one coach and one player from the twenty-four honorees to receive the Mid-Atlantic Recreation and Parks Sports Alliance's annual Good Sport Award. Maryland's Speaker of the House of Delegates presents the awards at the Maryland State House during the legislative session. Nomination forms can be downloaded from the Department's website -[www.stmarysmd.com/recreate](http://www.stmarysmd.com/recreate). Instructions for submitting nominations are included on the nomination form.





## Appendix A

### *Parent Code of Conduct*

1. I hereby pledge to provide positive support, care, and encouragement for my child participating in youth sports by following this code of ethics.
2. I will encourage good sportsmanship by demonstrating positive support for all players, coaches, and officials at every game, practice, or other youth sports events.
3. I will place the emotional and physical well-being of my child ahead of any personal desire to win.
4. I will insist that my child play in a safe and healthy environment.
5. I will provide support for coaches and officials working with my child to provide a positive, enjoyable experience for all.
6. I will demand a drug, alcohol, and tobacco-free sports environment for my child and agree to assist by refraining from their use at all youth sports events.
7. I will remember that the game is for children and not for adults.
8. I will do my very best to make youth sports fun for my child.
9. I will ask my child to treat other players, coaches, fans, and officials with respect regardless of race, sex, creed, or ability.
10. I will always address any issues with my child's coach in private.
11. I will promise to help my child enjoy the youth sports experience within my personal constraints by assisting with coaching, being a respectful fan, providing transportation or whatever I am capable of doing.

Printed Name \_\_\_\_\_ Sport \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_



## *Appendix B*

### *Coach Code of Conduct*

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

Expected Behavior:

- Using appropriate language in appropriate tones when interacting with players, league officials, game officials, parents and spectators.
- Accept any eligible participant, regardless of race, color, creed, sex, national origin, or physical capability
- Treat all players, league officials, game officials, parents and spectators with dignity and respect.
- Play all players according to the participation rules established by the league.
- Encourage youth to participate in other sports and activities to promote all aspects of their development.
- Allow reasonable absences from practices.

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

Expected Behavior:

- Recognize the differences of each child and treat each player as an individual while demonstrating concern for their individual needs and well-being.
- Encourage all players, regardless of skill level, to be included as a member of the team and to remain involved in sports.
- Recognize that some physical tasks, drills and demands are not appropriate for all youth.
- Recognize that youth may vary greatly in physical, social and emotional maturation and consider these factors when setting up competitions and when interacting with youth.

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

Expected Behavior:

- Maintain a high level of awareness of potentially unsafe conditions
- Protect players from sexual molestation, assault, physical or emotional abuse.
- Use appropriate safety equipment necessary to protect all players.
- See that the players are provided with adequate adult supervision while under the care of the coach.
- Keep basic first aid supplies available in all practice and game situations.
- Demonstrate concern for an injured player, notify parents and cooperate with medical authorities.
- Protect the players' well-being by removing them from activity when injured and not returning them to activity if they are compromised by injury.

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

Expected Behavior:

- Establish practice plans that are interesting, varied, productive, and aimed at improving all players' skills and individual abilities.
- Devote appropriate time to the individual improvement of each player.
- Conduct practices of reasonable length and intensity appropriate for the age and condition of the players.

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

Expected Behavior:

- Adopt the position, teach and demonstrate that it is our basic moral code to treat others as we would like to be treated.
- Abide by and support the rules of the game as well as the spirit of the rules.
- Provide an environment conducive to fair and equitable competition.
- Use the influential position of youth coach as an opportunity to promote, teach and expect sportsmanship and fair play.

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

Expected Behavior:

- Be alcohol, tobacco, and drug free at all team activities and in the presence of players.
- Refrain from providing any type of alcohol, drug or tobacco products to any of your players.
- Encourage parents to refrain from the public use of tobacco products or alcohol at team activities.

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

Expected Behavior:

- Become knowledgeable, understanding and supportive of all applicable game rules, league rules, regulation and policies.
- Teach and require compliance of these rules among players.

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

Expected Behavior:

- Teach techniques that reduce the risk of injury to both the coach's own players and their opponents.
- Discourage illegal contact or intentional dangerous play and administer swift and equitable discipline to players involved in such activity.

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

Expected Behavior:

- Maintain a positive, helpful and supportive attitude.
- Exercise your authority/influence to control the behavior of the fans and spectators.
- Exhibit gracious acceptance of defeat or victory.
- Accept and adhere to all league rules and policies related to the participation of adults and youth.
- Fulfill the expected role of a youth coach to adopt a "children first" philosophy.
- Allow and encourage the players to listen, learn and play hard within the rules.
- Place the emphasis on fun and participation.

---

**Coach Name (Printed)**

**Coach Signature**

**Date**

APPENDIX C



**National Background Screening Consent Form**

League \_\_\_\_\_ Team \_\_\_\_\_

Applicant's **Legal** Name (printed) \_\_\_\_\_

Applicant's Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Social Security Number \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Date of Birth \_\_\_\_ / \_\_\_\_ / \_\_\_\_\_ Phone \_\_\_\_\_

E-mail \_\_\_\_\_

I, \_\_\_\_\_, authorize and give consent for the above named organization to obtain information regarding myself. This includes the following:

- Local & National Criminal background records/information
- All 50 State Sex Offender Registries
- Full Address Trace
- Social Security Verification

I the undersigned, authorize this information to be obtained either in writing or via telephone in connection with my application. Any person, firm or organization providing information or records in accordance with this authorization is released from any and all claims of liability for compliance. Such information will be held in confidence in accordance with the organization's guidelines.

By signing this document, I am providing the above named Organization my consent for an initial background check as well as any subsequent background checks deemed necessary throughout the length of my volunteer assignment with this Organization.

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_

**SSCI - America's #1 Choice in Background Screening for Parks and Recreation**

Phone: 1-866-996-7412 Website: [www.ssci2000.com](http://www.ssci2000.com) Fax: 1-866-996-1292



*APPENDIX D*

*List of Coaches*

League: \_\_\_\_\_

President: \_\_\_\_\_

Team Name \_\_\_\_\_

Team Name \_\_\_\_\_

Head Coach \_\_\_\_\_

Head Coach \_\_\_\_\_

Assistant \_\_\_\_\_

Assistant \_\_\_\_\_

Assistant \_\_\_\_\_

Assistant \_\_\_\_\_

Team Name \_\_\_\_\_

Team Name \_\_\_\_\_

Head Coach \_\_\_\_\_

Head Coach \_\_\_\_\_

Assistant \_\_\_\_\_

Assistant \_\_\_\_\_

Assistant \_\_\_\_\_

Assistant \_\_\_\_\_

Team Name \_\_\_\_\_

Team Name \_\_\_\_\_

Head Coach \_\_\_\_\_

Head Coach \_\_\_\_\_

Assistant \_\_\_\_\_

Assistant \_\_\_\_\_

Assistant \_\_\_\_\_

Assistant \_\_\_\_\_

Team Name \_\_\_\_\_

Team Name \_\_\_\_\_

Head Coach \_\_\_\_\_

Head Coach \_\_\_\_\_

Assistant \_\_\_\_\_

Assistant \_\_\_\_\_

Assistant \_\_\_\_\_

Assistant \_\_\_\_\_

Team Name \_\_\_\_\_

Team Name \_\_\_\_\_

Head Coach \_\_\_\_\_

Head Coach \_\_\_\_\_

Assistant \_\_\_\_\_

Assistant \_\_\_\_\_

Assistant \_\_\_\_\_

Assistant \_\_\_\_\_