

2018

COACHES MANUAL – BLASTBALL DIVISION



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Coaches Code of Conduct

Instructions for Coaching code of conduct

If you have not yet signed a Code of Conduct it is imperative that you do so and return it to your Division Coordinator

On the following pages you will find 2 copies of the Code of Conduct

One is for you

The second MUST be signed and returned to your coordinator

Code of Conduct

COACHING CODE OF CONDUCT

The athlete/coach relationship is a privileged one. Coaches play a critical role in the personal as well as the athletic development of their athletes. They must understand and respect the inherent power imbalance that exists in this relationship and must be extremely careful not to abuse it. Coaches must also recognize that they are conduits through which the values and goals of a sport organization are channelled. Thus how a coach regards his/her sport is often dependent on the behaviour which will allow them to assist their athletes in becoming well-rounded self-confident and productive human beings.

COACHES HAVE A RESPONSIBILITY TO:

- 1) Treat everyone fairly within the context of their activity, regardless of gender, place of origin, colour, sexual orientation, religion, political belief or economic status.
- 2) Direct comments or criticism at the performance rather than the athlete.
- 3) Consistently display high personal standards and project a favourable image of their sport and of coaching.
- 4) Refrain from public criticism of fellow coaches; especially when speaking to the media or recruiting athletes.
- 5) Abstain from the use of any tobacco products while in the presence of her/his athletes and discourage their use by athletes.
- 6) Abstain from drinking alcoholic beverages when working with athletes or while on or near the playing field.
- 7) Discourage the use of alcohol in conjunction with athletic events or victory celebrations at the playing site.
- 8) Refrain from the use of profane, insulting, harassing or otherwise offensive language in the conduct of his/her duties.
- 9) Ensure that the activity being undertaken is suitable for the age, experience, ability and fitness level of the athletes and educate athletes as to their responsibilities in contributing to a safe environment.
- 10) Communicate and co-operate with registered medical practitioners in the diagnoses, treatment and management of their athletes' medical and psychological problems. Consider the athletes' future health and well being as foremost when making decisions regarding injured athletes' ability to continue playing or training.
- 11) Recognize and accept when to refer athletes to other coaches or sport specialists. Allow athletes' goals to take precedence over their own.
- 12) Regularly seek ways of increasing professional development and self-awareness.
- 13) Treat opponents and officials with due respect both in victory and defeat and encourage athletes to act accordingly. Actively encourage athletes to uphold the rules of their sport and the spirit of such rules.
- 14) In the case of minors, communicate and co-operate with the athlete's parents or legal guardians, involving them in management decisions pertaining to their child's development.

MAINTAIN THIS COPY FOR YOUR REFERENCE

15) In an educational institution, be aware of the academic pressure place on student-athletes and conduct practices and games in a manner so as to allow academic success.

COACHES MUST:

- 1) Ensure the safety of the athletes with whom they work.
- 2) At no time become intimately and/or sexually involved with their athletes. This includes requests for sexual favours or threat of reprisal for the rejection of such requests.
- 3) Respect athlete's dignity. Verbal or physical behaviours that constitute harassment or abuse are unacceptable (definition of harassment described below).
- 4) Never advocate or condone the use of drugs or other banned performance enhancing substances.
- 5) Never provide under age athletes with alcohol.

DEFINITION OF HARASSMENT:

Harassment takes many forms but can generally be defined as behaviour including comments and/or conduct which is insulting, intimidating, humiliating, hurtful, malicious, degrading or otherwise offensive to an individual, or group of individuals, or which creates an uncomfortable environment.

Harassment may include:

- written or verbal abuse or threats;
- sexually oriented comments;
- racial or ethnic slurs;
- unwelcome remarks, jokes, innuendoes or taunting about a person's body, attire, age, marital status, ethnic or racial origin, religion etc;
- displaying of sexually explicit, racist or other offensive or derogatory material;
- sexual, racial, ethnic or religious graffiti.
- practical jokes which cause awkwardness or embarrassment, endanger a person' safety, or negatively affect performance;
- unwelcome sexual remarks, intimidation or invitations or request whether indirect or explicit;
- leering (suggestive staring), or other obscene or offensive gestures;
- condescension, paternalism or patronizing behaviour which undermines self-respect or adversely affects performance or working conditions;
- physical conduct such as touching, kissing, patting, pinching, etc.;
- vandalism;
- physical assault.

This code was developed by Promotion Plus Women in Coaching Committee in conjunction with the Ministry of Government Services and The Ministry Responsible for Sport and the Commonwealth Games Coaching Advisory Committee and the Coaches Association of BC.

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Blastball Coaches:

Thank you for taking on this important role. At Coquitlam Little League it is our mission to provide the children of Coquitlam with the opportunity to play recreational baseball in a safe, enjoyable and challenging environment. It should be your mission to provide a positive experience for your players by showing patience, fairness and enthusiasm. We are not only producing athletes but building character that will benefit the players in any activity they pursue. Keep in mind, their experiences this year could be the difference as to whether or not they continue to enjoy and/or play baseball or years to come.

You are not alone in this. Along with this handbook, CLL is committed to providing you with the guidance and support to ensure that your experience will also be a positive one.

Included with this handbook are the CLL Blastball House rules, but always include the following in your team rules:

The players are to:

- 1) Have fun, have fun, have fun
- 2) Always hustle. That means running on and off the field – no walking.

Blastball Goals

The goals to Blastball are as follows:

1. To have fun!
2. To teach good sportsmanship and team spirit.
3. To teach how to hit from a tee.
4. To teach how to throw a ball.
5. To teach how to catch a ball.

Blastball is a fast and fun introduction to baseball for players league age 4 and 5 year olds. Blastball introduces some basic concepts of baseball and teamwork. The program requires parent participation as this provides further encouragement for the young players. Quantity of players per team is kept low and every player gets an opportunity to hit the ball each inning. In Blastball there are a maximum of 3 innings played and an inning is complete when each player has had a turn at bat. That means games and competition, while still important, are not the focus. We want to prepare the kids for the next levels by concentrating on four aspects of the game in the following order.

Offensive players use a bat to hit a Blastball (foam baseball) off the tee and then run to our Blastball HONK base. Defensive players field the batted ball and attempt to tag the offensive runner or throw to our Blastball HONK base/first base.

It is also just a ton of fun with fast and continuous action and simple rules.

COQUITLAM LITTLE LEAGUE
BLASTBALL DIVISION HOUSE RULES

Revised 2017

1.0 FIELD DUTIES:

1.1 Home Team: Puts away all equipment at the end of the game

1.2 Visiting Team: Sets up the field

1.3 FIELD

1. The field is similar to a regular baseball diamond. From the Tee pace off 30 feet to the right and position your Blastbase. This establishes your fair/foul line to the right.
2. To the left of the Tee and perpendicular to your Blastbase line, pace off an equal distance (30 feet) and position your Cone/3rd Base. This establishes your fair/foul line to the left.

2.0 EQUIPMENT REQUIREMENTS:

2.1 Players

- helmets are mandatory for all games and practices
- jocks / jills are recommended
- baseball gloves are optional and generally not required
- Players cannot wear shorts
- rubber cleats (optional)

2.2 Coaches and Managers

- Coaches and Managers are encouraged to wear long pants but can wear shorts. No cut-offs; jean or otherwise, are allowed.

3.0 COACHES

3.1 Prior to the start of each game, the Managers and coaches should introduce themselves to each other. Please keep in mind that if you show respect for the each other, your team will follow your example.

4.0 GAME AND FIELD RULES

4.1 When a game is played, the game shall start at 6:30p.m. Coaches shall have warm-up and team drills for at least 30 minutes prior to game time.

4.2 Each coach should appoint a parent to ensure that the players bat in order for each game. A score will not be kept.

4.3 An inning will end after each player has batted. Each batter will stay on the bases and continue to advance to home base. Last batter will clear the bases.

4.4 No inning will start after 7:00 p.m.

4.5 To ensure that all players are fairly rotated in the batting order: see sample of Batting Order in Coaches manual.

- 4.6 To ensure player development at all positions, the players must be rotated each inning through each of the field positions.
- 4.7 All players to be on the field at the same time. Maximum of five (5) infielders.
- 4.8 All players must hit (no strikeouts). A hit ball must travel at least five (5) feet. If it does not, it should be called a foul ball and placed back on the batting tee.
- 4.9 Bat throwing is dangerous. If a bat is thrown hard enough to reach the backstop the player will be informed of the danger.
- 4.10 All hits shall be singles and an extra base will not be allowed. Batters shall run through first base. Base runners shall advance only one base on a hit.
- 4.11 Although the defensive team shall try to obtain an out, all batters and runners shall be deemed safe and the runners shall remain on base even if “out”.
- 4.12 To eliminate any player from being hit with a thrown ball, the ball shall not be thrown to first base to achieve an out. However, to promote good throwing skills, have the player to who the ball was batted, throw the ball back to the manager/coach standing at home placing the ball on the tee. Please teach all players to be alert and that the play is not over until the player has thrown the ball back to the coach to avoid anyone being hit from not paying attention.
- 4.13 Base runners may NOT lead off. They cannot run until the ball is hit by the batter.
- 4.14 No sliding is allowed by baserunners at any base.
- 4.15 Coaches are allowed on the field. Parents should be stationed at first and third to direct players.
- 4.16 The Official Little League rules will apply unless amended by these house rules. (You should have received this rule book from your Co-ordinator, if not please ask for it).
- 4.17 Each practice or game shall end with a base race.
- 4.18 Coaches Pep Talk - keep it positive, short and sweet. Also remember to talk to your parents and/or Team Parent to remind them of their next game or special league event.
- 4.19 It is your responsibility as coaches to control the actions of your players and in some cases their parents. Some parents (and unfortunately some coaches) get too vocal at times. (Remember the emphasis in this Division is not on winning but on participation, enjoyment and skills development.)

2018 Coquitlam Little League Contacts

BLASTBALL COORDINATOR	Natasha Cook	604-868-9505	blastball@coquitlamlittleleague.ca
EQUIPMENT MANAGER	Steve Tickner	604-525-8833	tickball61@gmail.com
PRESIDENT	Sandon Fraser	778-388-3930	president@coquitlamlittleleague.ca
EVENTS COORDINATORS	Terri Michael	604-553-3985	
	Laurie Symington	778-835-3360	

Running a practice

Always have a plan for the practice. There is nothing worse than having the kids stand around while the coach is trying to figure out what to do next. Keep kids engaged in specific drills no longer than 10-15 minutes per drill.

All practices should involve running, throwing/catching, infield/outfield drills, hitting and game situations/scrimmage. This may seem a lot, but with proper preparation and cooperation from the players and parents helpers, you should be able to cover all the bases.

Insist that the parents and players get to the park on time.

General Thoughts

1. Use stations during practice

Practices work best when kids are kept moving and engaged – to minimize standing around time, one idea that has worked fairly well in the past is to split the kids up into 3 or 4 groups during practice time

- a. Have players rotate through various stations where a coach or two can work on a specific drill/skill(s) with them – see some suggested drills below
- b. Stations can include the basics – throwing, fielding and hitting – also can occasionally mix in baserunning, etc.
- c. If you have 2 or 3 stations and spend 10-15 min at each, that’s a great 30-45 minute practice!
- d. You can also bring the team together for a drill or two – see suggested group drills below
- e. Please try to avoid having one kid hitting and the rest of the team standing around in the field waiting for him/her to hit it – this gets old fast for kids and coaches alike

2. Assistant coaches are key!

Coquitlam Little League encourages all parents at the Blastball level to be actively involved on the field for all practice drills! Being able to conduct these sorts of drills (and to keep things moving generally) is one of the reasons that we suggest the more the better in terms of “assistant coaches”. Ideally you would have at least 4 parents (including yourself) helping at each practice/game.

3. End every practice / game with a base relay race

Set Up: Pair up with another team. One lined up at home plate and the other at second. First runner has a ball in his hand.

The Game: The players make one run around the bases with the ball in hand. The first side to have each player complete one run around the bases is the winner.

Secret Lesson: Hopefully the players will be running the bases as taught – for Blastball that means in order!

Practice Drills

Some Suggested Drills

1. Throwing

- 1.1. Put kids on the baseline and have them throw one at a time to a coach (catching skills seem to lag at this age) – goal here is to work on proper throwing mechanics
- 1.2. Start facing sideways with throwing hand away from target, and with hands in ready position, feet shoulder width apart, front hip pointing at target (ball in throwing hand with proper grip ready to throw, throwing hand in glove)
- 1.3. Break hands from ready position - throwing hand comes up and back with ball facing away from target, and extend glove hand simultaneously toward target) toward target and throw ball, extending throwing arm out and down in front of thrower to extend and follow through
- 1.4. Emphasize throwing only when the receiver is giving a proper “target” – ie looking at the thrower with both hands up, and ready to catch the throw - “don’t throw to people who aren’t looking!”
- 1.5. Some other Throwing ideas
 - 1.6. Start with kids sitting down with legs together and extended straight in front of them, drag ball along ground with throwing hand to proper release position, and then throw and release
 - 1.7. Same drill – but kneeling on one knee (kneel on knee on your throwing side) – work on hip rotation (first backwards to coil, then uncoil and open hips ending up with throwing hip pointing at target as you release) –goal here is to add power and accuracy through hip rotation
 - 1.8. We suggest working on throwing at every practice – if each kid can learn the basics of throwing (namely proper mechanics), that’s a successful season of learning!

2.0 Batting

- 2.1 Hit off tee – you can do this into a backstop or tall fence to get more reps, or can have the other members of the group fielding and throwing batted balls toward a bucket or coach at the pitchers mound – remember to avoid having all kids standing around in the field while one kid is batting
- 2.2 Soft toss – also can do this into a fence or backstop – batter hits into the fence, coach is kneeling and faces batter about 5 feet away and directly in front of batter, “soft toss” ball underhanded toward and out in front of batter, who is in stance and in ready hitting position, to swing at ball and hit it into fence

- 2.3 Also can use a larger ball – eg a kiddie soccer ball or a small beach ball to hit off tee – this emphasizes taking a good hard cut, especially for kids whose swings are tentative
- 2.4 Hitting mechanics - focus on good stance and hand position
 - 2.4.1 Hands back
 - 2.4.2 Feet shoulder width apart
 - 2.4.3 Emphasize good hand position
 - 2.4.4 Don't overgrip bat (ie hold it lightly, don't squeeze it)
 - 2.4.5 Line up second set of knuckles (ie the ones just above a ring, if you were wearing a ring) in hitting stance – many kids at this age overrotate their top hand (so that their first set of knuckles are lined up, ie the ones where your fingers start) – a proper grip is key for bringing the bat through the hitting zone properly
 - 2.4.6 Work on bat coming through hitting zone on a level plane, and with a snap of the wrists (think about hammering a nail into a wall at about waist height – that's the action you want as the bat comes through the hitting zone)
 - 2.4.7 Some kids can start adding in a small step to start their swing – doesn't need to be a big step at this age which will just throw their swing off
 - 2.4.8 Follow through – wrists flip over after contact, and bat finishes on front shoulder/tricep (ie don't let swing stop out in front of you as with a forehand in tennis – flipping wrists over after contact and bringing bat around to front shoulder/tricep will add power
 - 2.4.9 Most important thing at this and any age really – especially in the games – remind them to watch the ball!

3 Fielding

Techniques to work on here:

- 3.1 Work on good ready position – feet shoulder width apart, hands out in front at waist level with palms up (not on ground to start), slight bend in knees and at waist
- 3.2 Ground balls – slide laterally to get into position in front of ball, hands drop to ground with both hands out in front (ball should be fielded out in front, not between legs), knees bent, head up – then shift into proper throwing position either by moving feet or by “crow hopping” (a short hop) into throwing position (ie sideways, as described above)
- 3.3 Pop flies – tough at this age for many kids – one good drill is to use tennis balls and either throw or hit them with a tennis racket, which helps get start to judge balls hit into the air and reduces the fear/injury factor
- 3.4 Fielding Drills
- 3.5 Field ground balls at second base position and throw to first – then graduate to shortstop position over time
- 3.7 Another good drill is to have a line of kids at second base position and another line at shortstop – roll ground ball to either one and have other cover second for a force out at second, with fielder working on fielding ball and then making a proper easy underhand or short overhand flip (work on making it catchable)
- 3.7 You can use tennis balls or bean bags or NERF® balls for popups, especially for the more tentative kids

4. Group Drills

- a. Pickle (both individual and whole team at one time – kids love this – you can tag kids out and get them down to one “survivor”)
- b. Plastic ball freeze tag: Explain the game to players while they are still gathered at the start of practice. Demonstrate how they will be tagged and how to freeze. Keep the explanation brief, players will learn by trying. Have players find a spot to stand near first base and on “GO” the players are to run to second base but have to stay in “FAIR” territory in the infield. Each coach will have a plastic ball in hand and tag players. If a player is tagged, they have to freeze. They can unfreeze when a teammate tags them. Once all players have reached second base, the process starts again with players running from second base to third base. Final stage is players running from third base to home plate. Game is over once a run is scored.
- c. Just about any throwing drill can be made into a contest by adding a target. You can set up a painted, taped or drawn target on a fence, wall or screen. Or you can have them try to knock off a ball off of a batting tee or a cone off a dugout roof. Just about anything that forces the player to concentrate and make throws that stress accuracy is good. Always stress proper mechanics – four-seam grip, elbow above the shoulder, point the front shoulder and step toward the target.
- d. Baserunning (chasing or being chased by a coach is always fun),
- e. Stretching, loosening up – a good way to start practice
- f. Ball scramble (throw all balls out of bucket/bag in various directions – time the team for how long it takes for all the balls to be put back in the bag/bucket)
- g. Messy backyard (probably best to use tennis balls for this one) – split kids into 2 groups, one on each side of a line – have the groups start with an equal number of balls on each side, give them 30 seconds or a minute to throw the balls back and forth as fast as possible and see which team ends up with less balls on their side (object is to keep your “backyard” clean)
- h. Use your imagination – kids love the variety and anything that gets them moving and working together!

BLASTBALL MANAGERS

IMPORTANT THINGS TO REMEMBER

- Find a Team Parent and give them the included team parent manual.
- Encourage your players to **SELL, SELL, SELL** Raffle Tickets (this will be our only fundraiser this year)
- Encourage parents to participate in **PUB NIGHT** – on **May 6th** at John B Pub in Coquitlam.
- Remember **PICTURE DAY – May 27** at Blue Mountain
- Watch the Calendar or Events and encourage your team and parents to come and watch some of the other tournaments that CLL puts on for their older players
- Closing ceremonies and Raffle Draw at **FOUNDER’S DAY – June 10th** starting at 11am
- **COACHES GAME** at Blue Mountain on **June 10th** starting at 6pm

Bonzi Team

With the launch of the new website at www.coquitlamlittleleague.ca came a new registration program that syncs with an app called bonzi team. It is available on apple and android. The app will streamline your scheduling and communications and make the managing job of the team a bit easier.

Further information will be available at the coaches meeting and on the website.

Team Parent

Nothing will make your season run smoother than finding a **Team Parent** that can take care of all the little extras, allowing you to concentrate on your players.

A **Team Parent** manual has been developed. Just find the perfect parent that will be able to take care of the responsibilities listed below, hand them the accompanying manual, and have a great season!

PLEASE REMEMBER THE INCREDIBLE LOAD YOUR TEAM PARENT HAS TAKEN OFF YOUR SHOULDERS DURING THE SEASON AND REWARD THEM WITH SOMETHING SPECIAL AT YOUR TEAM WIND-UP

Responsibilities of a team parent

- The Team Parent takes care of the million little details that crop up off of the field, allowing your child's manager and coaches to concentrate on baseball.
- Assign duties for all games. It is expected that spouses of coaches and managers will also pitch in and do their part with team duties.
- Hand out and collect Raffle Tickets and Money.
- Promote the Pub Night for Parents and provide a prize for the silent auction or raffle.
- Help co-ordinate your team on Picture Day re: meeting places, times etc
- Will probably be responsible for collecting money and buying gifts at the end of the season.
- Will be expected to decide on what type of team party the team will have after the season.
- Will act as an e-mail, telephone liaison between the players and coaching staff, passing along messages on behalf of the coach and taking messages.

What is a team parent?

The team parent takes care of the million little details that crop up off of the field, allowing your child's manager and coaches to concentrate on baseball.

Picture Day

Due to its huge success at Blue Mountain Park the last few years we will once again be holding out picture day at the “big diamond”. Within the next month or so you will be receiving your picture order forms. When you receive your order forms, there will be a roster form supplied by the photographer. This must be filled out with your team's information prior to getting your pictures taken. On the picture form bundle, your team name and picture time will be listed (if you aren't sure, times are posted on the website).

Try to get there 10-15 minutes before to get the team together so that you are on time for your pictures. As soon as your team is together go to the picture area to have your team and individual pictures done. Volunteers will be around to help direct you to the picture area. Please note - Coquitlam Little League pays for a team and individual picture for each player - any additional pictures must be ordered & paid for using the picture order form. Each player will also receive a coupon that they can redeem for a free meal at the concession stand. We are expecting some of the older teams will be playing on this day. This is a chance to get together as a team, have a hot dog or two and enjoy a great ball game.

Fundraising

Why We Fundraise

As board members we'd like to explain why it is necessary to Fundraise during the regular season.

Our annual expenditures to run Coquitlam Little League vary from divisional equipment and uniforms, advertisement and registration costs, fees paid to Little League BC and Little League Canada, medals & trophies, insurance and medical coverage, & umpire fees, etc. The basic costs to operate the league run close to \$100,000.00 per year.

The above are basic operating costs that must be incurred before we are able to consider capital expenditures or any improvements to our facilities (including field and cage upgrades at Mackin & Blue Mountain).

Our general revenue that is brought in by registration costs alone usually nets us \$70-\$75,000.00. In order to keep the standards we have set and strive to maintain, the rest of our expenses have to be covered by fundraising, sponsorship and concession sales.

Every year the executive applies for, and has been fortunate in the past few years to receive gaming grants from the province, however this revenue is not a guarantee and the likelihood of not receiving funding in any given year is always a possibility. Therefore, more than ever, this year's raffle is essential to maintaining the standards that Coquitlam Little League has set. Please help our kids to continue to receive the benefits of past years and sell raffle tickets to everyone you know. We thank you in advance for helping us all to meet these commitments.

Raffle info

You will soon be receiving your raffle tickets for your team to sell. Tickets are \$2 each and there are 20 tickets in each book.

First prize - Las Vegas Experience or \$1,200.00

Second prize - Helijet Experience or \$1,000.00

Third prize - Me 'n Ed's pizza experience (a large pizza a month every month for a year)

Draw will be held at founder's day

Included is a form to easily track your team's books of tickets

It is essential that all tickets are tracked, and all tickets are returned, sold or unsold!

Please try and get all sold tickets in early. They can be handed in to your coordinator, any board Member or they can be dropped off at either Blue Mountain concession or Mackin concession or at Terri's any time (309 Cutler Street - just drop them into the mail slot). A prize is given to the team that sells the most tickets. Call Terri @ 604-553-3985, Kelly @ 604-420-7159 or email Laurie lauriesy@telus.net with any questions.

Pub Night

John B Pub – Austin Ave, Coquitlam
Always guaranteed to be a blast!

Each team is required to donate a prize to be used as either a silent auction item or for the raffle - theme baskets and gift certificates are always a welcome contribution.

More info will be announced as it becomes available via the website and emails
If you have any questions, please contact:

Terri - bt-michael@shaw.ca
Kelly - okroy@shaw.ca
Laurie – lauriesy@telus.net

Founder's Day

Mackin Yard
Starts at 11am

This is the wrap-up to our regular season!

All teams from Blastball up participate - so make sure that you arrive early - and have a designated place to meet your team. Parking is at a premium - so be prepared to park a bit away and walk to the park!

Any last minute raffle tickets must be handed in at this time!

All team players, coaches & managers will go onto the field to their designated team area.

Parents watch from the bleachers or outside the fences.

Trophies are awarded; pictures and year-end commemoratives are distributed. The raffle prizes are drawn.

All players Minor and up should bring a change of clothes, as uniforms should be handed in that day. If you can collect them all now, it'll save a lot of headaches over the summer.

Often, teams find this a great opportunity to stick around the park somewhere and celebrate their year-end parties!

See you next year

Coaches' Game

Blue Mountain Park

Come and join in for the fun!

This is a great evening to dust off those cleats, get out of the coach's box and join the game

ALL COACHES – ALL DIVISIONS WELCOME

Snacks provided

Beverages available at a great price

Code Of Conduct – sign and return

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- 3) Respect athlete's dignity. Verbal or physical behaviours that constitute harassment or abuse are unacceptable (definition of harassment described below).
- 4) Never advocate or condone the use of drugs or other banned performance enhancing substances.
- 5) Never provide under age athletes with alcohol.

DEFINITION OF HARASSMENT:

Harassment takes many forms but can generally be defined as behaviour including comments and/or conduct which is insulting, intimidating, humiliating, hurtful, malicious, degrading or otherwise offensive to an individual, or group of individuals, or which creates an uncomfortable environment.

Harassment may include:

- written or verbal abuse or threats;
- sexually oriented comments;
- racial or ethnic slurs;
- unwelcome remarks, jokes, innuendoes or taunting about a person's body, attire, age, marital status, ethnic or racial origin, religion etc;
- displaying of sexually explicit, racist or other offensive or derogatory material;
- sexual, racial, ethnic or religious graffiti.
- practical jokes which cause awkwardness or embarrassment, endanger a person' safety, or negatively affect performance;
- unwelcome sexual remarks, intimidation or invitations or request whether indirect or explicit;
- leering (suggestive staring), or other obscene or offensive gestures;
- condescension, paternalism or patronizing behaviour which undermines self-respect or adversely affects performance or working conditions;
- physical conduct such as touching, kissing, patting, pinching, etc.;
- vandalism;
- physical assault.

This code was developed by Promotion Plus Women in Coaching Committee in conjunction with the Ministry of Government Services and The Ministry Responsible for Sport and the Commonwealth Games Coaching Advisory Committee and the Coaches Association of BC.

DIVISION _____

TEAM _____

NAME (print) _____

DATE _____

PAGE TWO SIGNATURE _____