



Youth Sports Coaches Packet

Idaho Falls Family YMCA

Rev. 8/2011

If you are interested in coaching a team, please do the following:

1. Read through pgs. 2-4. These policies will affect team registrations. There is also specific information to the league you are coaching in.
2. Read the 7 Pillars for YMCA Youth Sports (pg. 5) and make sure you agree to these.
3. Read, fill out and sign the Volunteer Personal Information, Code of Contact and Coaches Contract (pgs. 6-10) and return to the YMCA before the registration deadline.
4. Fill out the team form (pgs. 11-12) and return to the YMCA before registration deadline.
5. Turn in forms or have individual players turn in forms
6. Attend the coaches meeting – see pg. 3 for when and where

THANK YOU for stepping in to coach!!!
Without volunteer coaches, kids in our community
wouldn't have the opportunity to play.

- **What is the philosophy of YMCA sports?**
Our philosophy is to put winning and competition into perspective. We support kids first, winning second while teaching sportsmanship, values – caring, honest, respect and responsibility, and to have fun.
- **What is the goal of YMCA sports?**
Our goal is to teach every child the game of soccer through maximum participation and to have fun during the season. Each child shall play at least 50% of each game.
- **What do I have to do as a coach?**
Pass a background check by turning in a volunteer packet, contact parents as soon as the roster is available to you, contact the YMCA with any players you could not get a hold of, set up practices and conduct practices, show up to every game or find a parent to help fill in when you cannot be to a game, give out jerseys to the players, set up a treat schedule (as appropriate by age), remind parents of picture day (as applicable), communicate any issues or concerns with the YMCA, and most importantly enjoy what you're doing and help the kids to have fun!
- **Volunteer Packet**
Please fill out the volunteer packet and make a copy of your photo ID as soon as possible. Preferably, we would like you to do this at the time of your child's registration, or at least before the coaches meeting. You can return that to the front desk, mail it in, fax in (523-8217) or email to mzollinger@ifymca.org
- **What is the general time commitment?**
Generally, 2 – 4 hours per week. Each game will be one hour a week and practices will also be one hour a week. For older leagues and depending on what you would like to do as the coach, you may have two practices a week. Depending on the number of participants some weeks you may also have two games.
- **Can I get a copy of the rules?**
See pgs. 13-16 for a copy of the rules. These are subject to change. We will notify you if you are coaching if and when they change.
- **I have specific players that have spoken to me and want to be on my team. Can I make sure they are on my team and how?**
Yes. To do so, make sure the team and/or coach request is filled out on the player's form. If that player has already registered and you determine they want to be on your team, please call the YMCA before the registration deadline and we can make sure they are on your team.
- **When is latest I can add players to my team?**
To guarantee players are on your team, have them register by the registration deadline. However, after the registration deadline we have a week of late registrations. We begin to

organize teams then. If it's possible to add them to your team, we can do so then. This will be dependent on numbers of players on teams and shirt orders.

- **I have an entire team that I want to coach. How do we register?**

- A registration is not complete and considered on a team (including requested teams) until both the form, signed by parent/guardian, and money for each individual player is received by the YMCA.
- We would prefer that if you have a team, to bring in the team form completed, with each individual form signed by a parent/guardian and money for each player. However, individual registrations are sometimes easier for you as the coach, so we will also accept individual registrations.
- At the registration deadline, we begin to organize teams to make sure each team has a certain amount of players and begin to order shirts. Because this process must start as soon as possible in order to get teams started as quickly as we can, late registrations risk not being on teams that they request. However, we will do our best to accommodate these requests.
- Each team is required to have a minimum amount of players. If your team comes in with the minimum amount of players, we will do our best not to add players. However, we cannot turn anyone away who wants to play. If after all registrations are in and we have two or three players that need a team, we will evenly distribute them among the teams.
 - Minimum: 7
 - Maximum: 9
- If you do not have enough players, we will add to your team what you need based off which school the players go to.
- If your team is registering individually at the YMCA or online, the form must have the team and/or coach request filled out. If at registration deadline, one of your players is registered but the team and/or coach request is not filled out or the sports director does not know of the request, the player will most likely not be able to be on the requested team. We cannot fulfill a request we do not know about. Moving players after the registration deadline generally is not available as we are already organizing teams and ordering shirts.

- **When is the coaches meeting? What if I cannot make it to the meeting?**

- What we cover at the meeting: We will give out final schedules, rosters, talk about practices and practice times (if at our facilities), give out picture packets and discuss and/or give out jerseys. If you cannot make it to the meeting, please set up a time with the sports director to make sure you can get everything you need for the season.
- When: October 6th @ 6:00pm
- Where: Idaho Falls Family YMCA Gym – 155 N. Corner

- **I need to set up practice times at one of your facilities? How can I do that and when?**

- Generally, we cannot set up guaranteed times until the coaches meeting when every coach has the opportunity to request time and when our schedules are finalized to know available times. However, if you already have your team organized, you can start practices whenever you want at your own field or facility.

- You can put in your requested times for practices before the coaches meeting, but we will not guarantee your time and officially set up your time until a day or two after the coaches meeting.
- **How often should I practice?**
We want you to practice once a week. This gives the kids the opportunity to learn something in practice and then to apply it during the games. For the older leagues, 2 practices are fine. Our leagues are about having fun and learning and we don't encourage more than 2 practices a week.
- **If I want an assistant coach, how can I get one?**
We highly encourage you to have an assistant coach. This helps to keep both yourself and the kids safe. We do not officially assign assistant coaches, but we will let you know which parents are willing to help so that you can set one up if you want to. Feel free to also use other family members or friends to help assist your team as well. Most parents are willing to help out part time and organize teams. Don't hesitate to ask them for help.
- **What equipment does the YMCA provide?**
The YMCA provides game equipment. Depending on the sport, we generally do not provide practice equipment. As you contact your players on your team, encourage them to bring needed equipment to practices.
- **Does the YMCA provide trophies or medals?**
Our philosophy is that we want to reward players with medals and trophies for a specific job well done. We will provide medals for the winning teams in our leagues that we have tournaments or play-offs in. We will provide participation certificates and awards for all participants.
- **QUESTIONS???**
General questions can be answered by the YMCA front desk staff at 523-0600. If you have additional questions or comments, you can ask for Megan Zollinger, the sports director, or email her at mzollinger@ifymca.org (I can respond to emails much quicker than phone calls).



7 Pillars for YMCA Youth Sports

Everyone Plays

We do not use tryouts to select the best players, nor do we cut kids from YMCA Youth Sports. Everyone who registers is assigned to a team. During the season, everyone receives equal practice time and plays at least half of every game.

Safety First

Although children may get hurt playing sports, we do all we can to prevent injuries. We've modified each sport to make it safer and more enjoyable to play. Our coaches teach the sport as we've prescribed so the skills appropriate for children's developmental level.

Character Development

The YMCAs core values of Honesty, Respect, Responsibility, Caring and Faith are about playing by the rules and more. It's about the coach and players showing respect for all that are involved in YMCA Youth Sports. It's about the coach being a role model of sporting behavior and guiding the players to do the same. At the YMCA, we're more interested in developing children's character through sports than in developing a few highly skilled players.

Positive Competition

We believe competition is a positive process when the pursuit of victory remains in the right perspective. The right perspective is when adults make decisions that put the best interests of the children before winning the contest. Learning to compete is important for children, and learning to cooperate in a competitive world is an essential lesson of life. Through YMCA Youth Sports, we want to help children learn these lessons.

Family Involvement

YMCA Youth Sports encourages parents to be involved appropriately in their child's participation in our sports programs. In addition to parents helping as volunteer coaches, officials, and timekeepers, we encourage them to be at practices and games to support their child's participation.

Sport for All

YMCA Youth Sports is an inclusive sport program. That means that children who differ in various characteristics are included rather than excluded from participation. We offer sports programs for children who differ in physical abilities by matching them with children of similar abilities and modifying the sport. We offer programs to all children regardless of their race, gender, religious creed, or ability. We ask our adult leaders to encourage and appreciate the diversity of children in our society and to encourage the children and their parents to do the same.

Sport for Fun

Sports are naturally fun for children. They love the challenge of mastering the skills of the game, playing with their friends, and competing with their peers. Our focus is on the fun of the sport.





Volunteer Personal Information

Return pgs. 6-10 to the YMCA.

1. Copy of Photo ID (Please make a copy at the YMCA or bring in a copy)

2. Name _____

Address _____ City _____ Zip _____

Phone _____ Cell _____

E-mail _____

3. Emergency Contact

Name _____ Phone _____

4. Sport _____ Age Group _____

Team Name (if any) _____

5. The Idaho Falls Family YMCA requests the following information so that we may
conduct a background check with the local police department.

Birth Date: _____

All personal information will be kept confidential.

Idaho Falls Family YMCA

Coaching Code of Conduct

1. In order to protect YMCA staff, volunteers and program participants at no time during a YMCA program may a staff person be alone with a single child where they cannot be observed by others. As staff supervises children, they should space themselves in a way that other staff can see them.
2. Volunteer staff shall never leave a child unsupervised.
3. Volunteer staff will make sure the restroom is not occupied by suspicious or unknown individuals before allowing children to use the facilities. Volunteer staff will stand in the doorway while children are using the restroom. This policy allows privacy for the children and protection for the staff (not being alone with a child). If volunteer staff is assisting younger children, doors to the facility must remain open. No child regardless of age should ever enter a restroom alone on a field trip. Always send children in pairs, and whenever possible, with staff.
4. Volunteer staff shall not abuse children including:
 - Physical abuse-strike, spank, shake, slap
 - Verbal abuse- humiliate, degrade, threaten
 - Sexual abuse-inappropriate touch or verbal exchange
 - Mental abuse-shaming, withholding love, cruelty
 - Neglect-withholding food, water, basic care, etc.Any type of abuse will not be tolerated and may be cause for immediate dismissal.
5. Volunteer staff must use positive techniques of guidance, including redirection, positive reinforcement and encouragement rather than competition, comparison and criticism. Volunteer staff will have age appropriate expectations and set up guidelines and environments that minimize the need for discipline. Physical restraint is used only in predetermined situations (necessary to protect the child or other children from harm), is only administered in a prescribed manner and must be documented in writing.
6. Volunteer staff will respond to children with respect and consideration and will treat all children equally regardless of sex, race, religion, or culture.
7. Volunteer staff will refrain from intimate displays of affection toward others in the presence of child, parents, and staff.

8. While the YMCA does not discriminate against an individual's lifestyle, it does require that in the performance of their job they will abide by the standards of conduct set forth by the YMCA.
9. Volunteer staff must appear clean, neat, and appropriately attired.
10. Using, possessing, or being under the influence of alcohol or illegal drugs while in the presence of children for any YMCA events.
11. Smoking or use of tobacco in the presence of children or parents during while in the presence of children for any YMCA events.
12. Profanity, inappropriate jokes, sharing intimate details of ones personal life, and any kind of harassment in the presence of children or parents is prohibited.
13. Staff must be free of physical and psychological conditions that might adversely affect children's physical or mental health. If in doubt, an expert should be consulted.
14. Volunteer staff will portray a positive role model for youth by maintaining an attitude of respect, loyalty, patience, courtesy, tact and maturity.
15. Volunteer staff are not to transport children in their own vehicles.
16. Volunteer staff may not date program participants under the age of 18 years of age.
17. Under no circumstances should volunteer staff release children to anyone other than the authorized parent, guardian, or other adult authorized by the parent or guardian.
18. Volunteer staff are required to read and sign all policies related to identifying, documenting, and reporting child abuse and attending training on the subject, as instructed by a supervisor.
19. Volunteer staff will act in a caring, honest, respectful, and a responsible manner.

I understand that any violation of this Code of Conduct may result in dismissal.

Signature

Date



Idaho Falls Family YMCA Coaching Contract

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 rights of young athletes to the best of my ability.

- I. Right to participate in sports
- II. Right to participate at a level commensurate with each child's maturity and ability
- III. Right to have qualified adult leadership
- IV. Right to play as a child and not as an adult
- V. Right of children to share in the leadership and decision-making of their sport participation
- VI. Right to participate in safe and healthy environments
- VII. Right to proper preparation for participation in sports
- VIII. Right to an equal opportunity to strive for success
- IX. Right to be treated with dignity
- X. Right to have fun in sports

I also promise to conduct myself in accordance with the Code of Ethics for Coaches as given next.

1. I will treat each athlete, opposing coach, official, parent, and administrator with dignity, based on the four values of caring, honesty, respect, and responsibility.
2. I will do my best to learn the fundamental skills, teaching and evaluation techniques, and strategies of my sport.
3. I will become thoroughly familiar with the rules of my sport.
4. I will become familiar with the objectives of the YMCA Youth Super Sports program with which I am affiliated. I will strive to achieve these objectives and communicate them to my athletes and their parents (see The 7 Pillars of YMCA Sports).
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 fair and impartial competitive contests.

6. I will learn the strengths and weaknesses of my athletes so that I might place them in situations where they have a maximum opportunity to achieve success.
7. I will conduct my practices and contests so that all athletes have an opportunity to improve their skill level through active participation.
8. I will communicate to my athletes and their parents the rights and responsibilities of individuals on our team.
9. I will cooperate with the administrator of our organization in the enforcement of rules and regulations and in the evaluation process for coaches, and I will report any irregularities that violate sound competitive practices.
10. I will protect the health and safety of my athletes by insisting that all of the activities under my control are conducted for their psychological and physiological welfare, rather than for the vicarious interests of adults.

With my signature, which I voluntarily affix to this contract, I acknowledge that I have read, understood, and will do my best to fulfill the promises made herein.

Signature: _____ Date: _____

Team Roster

!!! Please refer to pgs. 2-4 on team registration policies !!!

	Player's Name	Form Included	Money Included
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____
4.	_____	_____	_____
5.	_____	_____	_____
6.	_____	_____	_____
7.	_____	_____	_____
8.	_____	_____	_____
9.	_____	_____	_____
10.	_____	_____	_____
11.	_____	_____	_____
12.	_____	_____	_____
13.	_____	_____	_____
14.	_____	_____	_____
15.	_____	_____	_____



Basketball Rules

Idaho Falls Family YMCA

Rev. 4/2010

Goal

Our goal is to teach every child the game of soccer through maximum participation and to have fun during the season. Each child shall play at least 50% of each game.

Philosophy

Our philosophy is to put winning and competition into perspective. We support kids first, winning second while teaching sportsmanship, values – caring, honest, respect and responsibility, and to have fun.

Roster

- Teams will consist of 7 – 9 players

Player Uniform

- Tennis shoes – no hard sole shoes or black sole shoes
- No Jewelry is allowed
- All players must wear their YMCA jersey

	K/1st/2nd Grade	3rd/4th Grade	5th/6th Grade
Teams	5 v 5	5 v 5	5 v 5
Rim height	8'	10'	10'
Court	Half court	Full court	Full court
Ball size	Junior 27"	Women's	Official
Game Length	2-20 minute halves	4-8 minute halves	4-8 minute halves
Game start	Coin toss	Jump ball	Jump ball
Free throws	none	15'	15'
Substitutions	Dead ball	Dead ball	Dead ball
Full court press	none	none	allowed -10 sec backcourt
Defense	Man	Man and Zone	Man and Zone
Time Outs	2 per half	3 per half	3 per half
Technical Foul	ejection	ejection	ejection



YMCA Youth Basketball Rules 7th/8th Grade Divisions

Rev. 2/2011

Players:

- Each team will consist of a minimum of 7 players and a maximum of 9 players for leagues playing 5 v 5.
- Each player must wear the YMCA jersey provided.
- No jewelry is allowed.

Playing Time:

- All players must play equally regardless of ability or position.
- All games must start on time! Please arrive 10 minutes early to ensure all games start on time!
- If a team cannot field at least 4 players the game will forfeited after a 5 minute waiting period.
- If a team has 4 or more players, the game will be started on time. A team with only 4 players will play against 5 players.

Game Administration:

- Basket height: 10 feet
- Official size basketballs will be used.
- Games will consist of four 8-minute quarters with running clock (2 minutes between quarters and 3 minutes for half-time). However, the clock will stop for time-outs and referee discretion.
- A jump ball will take place at the start of the game.
- Teams will be given 2 time outs per half, 60 seconds in length. Time outs do not carry over.
- Personal fouls and team fouls will carry over in overtime.
- Substitutions may be made at timeouts and on dead balls.
- Score will be kept on the scoreboard, as well as a score sheet. In the event the score has reached a 30 point differential, the displayed score will be turned to zero. Once the differential in score drops below 20 points, the score will once again be displayed on the scoreboard.
- All substitutions check in at the score table and wait to be waived in by the referees.
- Possession arrow begins facing the direction of the team who did not receive the initial jump ball. During play, should a jump ball be called, possession arrow changes direction. At half-time, the possession arrow must be switched due to the fact that the teams change direction.
- At the beginning of each quarter, possession is given to the team who is to receive possession of the next jump ball.

- All in-bound plays will take place nearest the spot where the ball went out or where the foul occurred.
- Free throw line will be regulation (15 ft)
- Players must shoot from the regulation free throw line, but they can jump over the line if necessary. However, the shooter cannot rebound their own shot.

Defensive Regulations:

- Teams may play man-to-man or zone defense.
- Teams may press until there is a 15 pt. lead. Once the lead is cut to less than 14 points, backcourt press may begin again.
 - First offense is a warning and second offense results in a technical foul.
- Backcourt time violation will be called. (The offensive team has 10 seconds to cross half-court).

Offensive Regulations:

- Players have 5 seconds to inbound the ball.
- Players will have 10 seconds to bring the ball across half-court.
- Five-second violations will be called.
 - A five-second violation is when the offensive player is closely guarded, and is inactive (is not dribbling, passing or shooting) for more than 5 seconds.
- Over and back will be called and result in a turnover.
 - Over and back is when an offensive player with possession of the ball crosses half court and then crosses back over the half court line.
- The offensive team will be allowed 3 seconds in the key before a violation is called.
 - A lane violation is when an offensive player remains in the lane for more than 3 seconds without an attempted shot by the offensive or unless the player in the key receives a pass. After an attempted shot or receiving a pass, a new 3 second count will begin.

Violations (All rules not defined will be high school standard unless otherwise directed by officials)

- **Unsportsmanlike conduct will not be tolerated! All players, coaches and parents will exhibit caring, honesty, respect and responsibility, before, during and after the YMCA basketball practices and games.**
- All games will conclude with a sportsmanship line-up and hand shake/high five.
- Individual and team fouls will be recorded. Team fouls will be reset at half time.
- Each player is allowed 5 fouls per game. On the 5th foul, the player must sit out the remainder of the game.
- Each team is allowed 6 fouls. On the 7th team foul, the bonus situation takes effect (shoot one and one on the 7th team foul per half). The 10th team foul will be double bonus (shoot two free throws at 10th foul).

- Technical fouls will result in the opposing team receiving 2 points plus possession of the ball. The player that the technical foul was called against, must go to the bench.
- If a player receives 2 technical fouls in a game, they will be ejected from the game and suspended from the next game. If a player received 3 technical fouls in a season, they will be suspended for one game and the parents and player must meet with the Sports Director before being permitted to play again. Four technical fouls in a season will result in removal from the league, and no refunds will be given.
- If a coach receives 2 technical fouls in a game, they will be ejected from the game and suspended for the next game upon the Sports Director's discretion. Three technical fouls in a season will result in a minimum one game suspension. If a coach receives four technical fouls in a season, they will be removed from their coaching duties for the remainder of the season.
- Coaches are responsible for their players' behavior, as well as the behavior of the fans. If the official deems the behavior or actions of a fan inappropriate, a technical foul may be assessed against the coach.
- Coaches must stay within reasonable distance from their players bench and may only approach the score table during time outs, half time or dead balls. Only one coach is allowed to stand at a time. First offense results in a warning and second offense is a technical foul.

Facility Use:

- Coaches will be held responsible for the proper care of the facilities.
- No food or drinks are allowed in the gyms at any time. Water may be used in non-breakable containers.
- An adult must escort all children whenever they leave the gym area. NO exceptions.
- Siblings of player may come and watch, but must be under direct adult supervision at all times. They MAY NOT roam freely throughout the YMCA, play in the racket ball courts or any other area.
- Basketballs are to be used only in the gym. No dribbling or passing in the hallways.

The YMCA officials and staff have full authority in the YMCA basketball programs and reserve the right to modify the interpretation of any rule in their discretion.