

# **POLICY & PROCEDURE DOCUMENT**

## **Youth Recreation Sports**



## **Introduction**

This document serves as an overview of the rules, regulations, and procedures for Harrisburg Township Park District (HTPD) Youth Recreation Sports programs. It is our hope that by reviewing this handbook, you will have a better understanding of our programs, policies, and procedures.

## **Contact Information**

<b>Contact Name / Organization</b>	<b>Email</b>	<b>Phone Number</b>
Blake Emery / HTPD Executive Director	<a href="mailto:bemery@harrisburgpark.net">bemery@harrisburgpark.net</a>	618-201-6352
HTPD Recreation Director	<a href="mailto:Recreation@harrisburgpark.net">Recreation@harrisburgpark.net</a>	618-252-2111
HTPD Office Staff	<a href="mailto:office@harrisburgpark.net">office@harrisburgpark.net</a>	618-252-2111

## **Important Links**

- HTPD Online Registration Page: <https://harrisburgparkdistrictsports.sportngin.com/>
- Harrisburg Township Park District: [www.harrisburgpark.net](http://www.harrisburgpark.net)

**Mission** The Mission of the Harrisburg Township Park District is to enhance the quality of community life by ensuring recreational programming and services to all people regardless of their age, sex, race, religion, socioeconomic status and level of physical or mental ability.

- I. The main goal of Youth Recreation Sports Programs is to ensure that every participant has an equal chance at playing and enjoying a sports program. The success of the program is not depended upon one or two select players but rather every youth in the program. Every youth in the program is seen as equally important.
- II. Coaches are very integral parts of sports. They provide leadership role models for our youth. HTPD tries to provide the most qualified and capable person in that role. Character, leadership abilities, and an enjoyment of sports are determining factors in choosing coaches.
- III. Parents are the biggest influence upon our youth of today. Parents conduct must be exemplary. How our children see us can be a forewarning on how our children will act. We urge all parents of participating youth to take an active interest in the program. This interest can be as a coach or simply supporting your child's team. We also urge that every parent take the time to help your child, whether it is talking to them about attitudes and effort or playing catch in the back yard. This time that is taken will mean a lot to your child and may bring pleasant memories in the years to come.
- IV. Youth play a very important role in the success of our programs. We expect the youth to conduct themselves in a mannerly fashion. We also expect the youth to respect their coaches, teammates, umpires, and people attending the games. We hope that by setting positive examples as adults our children will follow suit.

## **Programs Organization**

- I. HTPD Youth Recreation Sports Programs consist of:
  - A. T-Ball
  - B. Baseball
  - C. Softball
  - D. Co-Ed Flag Football
- II. T-Ball, Baseball, and Softball
  - A. Offered to current Spring Grade in school of Pre-K through 6<sup>th</sup> Grade.
  - B. Age groups/divisions offered: T-Ball, 7U, 9U, 12U
    - i. T-Ball - Participants must turn 4 before September 1<sup>st</sup> of the current year. Grades Pre-K and Kindergarten. Co-Ed leagues will be formed if registration numbers are at a point where gender specific leagues would not create enough teams for a viable league.
    - ii. 7U – Kindergarten and 1<sup>st</sup> Grade

- iii. 9U – 2<sup>nd</sup> and 3<sup>rd</sup> Grade
    - iv. 12U – 4<sup>th</sup>, 5<sup>th</sup>, and 6<sup>th</sup> Grade
  - C. You may elect to move your Participant up only One (1) Grade Level. For Example:
    - i. A Participant currently in Pre-K or Kindergarten has the option to play in either the T-Ball (Pre-K & Kindergarten) Division or the 7U (K & 1st Grade) Division.
    - ii. A Participant currently in 1st Grade can play in the 7U (K & 1st Grade) Division or could choose to play up in the 9U (2nd & 3rd Grade) Division if so desired.
    - iii. A Participant currently in 2nd Grade can only play in the 9U (2nd & 3rd Grade) Division.
    - iv. A Participant currently in 3rd Grade can play in the 9U (2nd & 3rd Grade) Division or could choose to play up in the 12U (4th, 5th, & 6th Grade) Division if so desired.
    - v. A Participant currently in 4th, 5th or 6th Grade can only play in the 12U (4th, 5th, & 6th Grade) Division.
- III. Co-Ed Flag Football
  - A. Offered to upcoming/current Fall Grade in school of 1<sup>st</sup> through 6<sup>th</sup> Grade.
  - B. Age group/divisions offered:
    - i. 1<sup>st</sup> and 2<sup>nd</sup> Grade
    - ii. 3<sup>rd</sup> and 4<sup>th</sup> Grade
    - iii. 5<sup>th</sup> and 6<sup>th</sup> Grade
  - C. You may elect to move your Participant up one Grade Level
    - i. 2<sup>nd</sup> Graders can play in 3<sup>rd</sup> & 4<sup>th</sup> Grade Division
    - ii. 4<sup>th</sup> Graders can play in 5<sup>th</sup> & 6<sup>th</sup> Grade Division
    - iii. No Kindergarten Grade will be allowed to play.

### **Sport Registration and Payment Policies**

- I. General Registration and Payments
  - A. All registrations are taken on a first come, first serve basis.
  - B. You do NOT have to be a resident of Harrisburg to participate.
  - C. Youth sports registrations are processed online. If you need assistance to register in person, please contact Harrisburg Township Park District at (618) 252-2111.
  - D. Registration will open seasonally with a limited number of space available. Once those spaces are full, you may be added to a waitlist.
- II. Registration and Payments
  - A. All registrations are processed individually.
    - 1. Coaches may not reserve space for an entire team; however, they may reserve spots for their child/children, as well as their assistant(s) child/children.
      - a. Spots will only be saved for up to 3 coaches per team.
    - 2. Coaches should not guarantee players a spot on their team. Registrants can only be added to a team when an opening is available.
  - B. Each participant must be registered in their current age/grade division.
    - 1. Age/Grade determination – based on the age/grade of your child at the time of registration.
  - C. Once an activity is full, any further registrants will be added to a wait list.
    - 1. To be added to a waitlist for a league, contact the HTPD Office at (618) 252-2111.
    - 2. Potential registrants will be added to a team or an activity when an opening is available and contacted by HTPD staff to register and pay.
  - D. Refunds are allowed by request only. Please contact HTPD staff to explain the refund request.
- III. Inclusion of Participants with Disabilities
 

HTPD is dedicated to the inclusion of all participants within the community. HTPD will work with parents and coaches on the adaptation of rules and game play mechanics for participants with special needs to have the

ability to participate in youth sports. If your participant has special needs, please notify us on the Registration Form in the Special Accommodations section.

#### IV. Scholarships

- A. HTPD Scholarship program was designed to help assist families and/or individuals with limited financial resources to participate in youth sports programs.
  - 1. To apply for a scholarship please contact HTPD staff.

#### V. Late Fees

- A. Youth Sports
  - 1. A \$10 late fee will be added for all registrations received after the regular registration period ends.
  - 2. Late Registrations will be assigned to teams with available spots.
  - 3. Special requests will not be honored.

### **General Sports Information**

#### I. Program Marketing

- A. Upcoming season information can be found on our websites at [www.harrisburgpark.net](http://www.harrisburgpark.net) and <https://harrisburgparkdistrictsports.sportngin.com/>

#### II. Alcohol and Substance Use

- A. Alcohol, marijuana, or any unlawful substance are not allowed at any Harrisburg Township Park District facility.
- B. Officials and supervisors may eject anyone they suspect to be intoxicated during sporting events.
- C. Further sanctions may be imposed by league administration depending on the infraction.

#### III. Uniforms

- A. Baseball / Softball Program
  - 1. All Players will be given a jersey and a hat/visor. Pants and socks may be provided.
  - 2. Registered coaches will receive a coach's shirt.
- B. Flag Football Program
  - 1. All Players will be given a football jersey.
  - 2. Registered coaches may or may not receive a coach's shirt.

#### IV. Equipment

- A. Baseball / Softball Program
  - 1. A glove is needed. If you cannot afford a glove, please contact HTPD Staff and they will assist in providing a used glove.
  - 2. Rubber cleats/spikes are not required. Tennis shoes may be worn. There are instances where HTPD staff may be able to provide used rubber cleats/spikes. Please contact them to find out.
  - 3. HTPD provides coaches with equipment bags containing helmets, bats, balls, tees, and any other items that may be required.
- B. Flag Football Program
  - 1. There is no individual equipment needed.
  - 2. Rubber cleats/spikes are not required. Tennis shoes may be worn. There are instances where HTPD staff may be able to provide used rubber cleats/spikes. Please contact them to find out.
  - 3. HTPD provides coaches access to equipment containing a football, flags, sample plays, pinnies, and any other items that may be required.

#### V. Officials

- A. Officials and HTPD Staff have authority to administer the program and their decisions are final.
- B. The focus of the recreation leagues is fun and skill development. Please be respectful of the officials and the calls/decisions they make.
- C. Anyone interested in becoming an official please contact HTPD Staff at (618) 252-2111 for more information.

#### VI. Parent / Coach Behavior

- A. Parents are required to remain in the designated spectator areas.
  - B. It is encouraged to have family and friends to come watch the games and show support.
  - C. Negative comments of any kind are not part of our recreational program and will not be tolerated by Officials or HTPD Staff.
  - D. Coaches should not tolerate negative comments. Officials are instructed to stop the game if this becomes a problem.
  - E. Parents are responsible for getting their participant to and from all practices and games.
  - F. Coaches should not leave a participant unattended and should confirm they have left the facility with a parent/guardian.
- VII. When HTPD Can No Longer Serve a Participant
- A. HTPD Staff will make every effort to provide a positive experience for each participant. However, if participants and parents cannot abide by the Code of Conduct, then they may be dismissed. Behaviors resulting in dismissal include but are not limited to:
    - 1. Repeated profanity
    - 2. Disrespect
    - 3. Unsafe and/or Inappropriate behavior
  - B. Suspensions/Ejections/Disciplinary Actions – Coaches shall not take any disciplinary action on a participant without requesting said discipline through HTPD. HTPD will investigate the situation and determine the disciplinary action accordingly.
    - 1. Any player, coach, or spectator ejected from any league game must leave the facility in a timely manner. Failure to leave in a timely manner WILL result in further consequences.
    - 2. Any player, coach, or spectator ejected from any league game is subject to a minimum of one (1) additional game suspension, possible league suspension, and/or removal from the league.
    - 3. Players, coaches, or spectators who have been suspended may not return until the completion of their suspension. Suspensions can carry over from season to season or into additional leagues/sports.
    - 4. No coach/parent/guardian shall interfere with the officials. Any concerns regarding the officials must be brought in the attention of HTPD.
    - 5. No fighting is allowed. Each offense will be ruled on accordingly and is subject to removal from all programs for the period of one (1) year or more.
    - 6. An official or HTPD staff has the authority to remove a player, coach, or spectator from a game and/or forfeit the game due to unsportsmanlike conduct. Unsportsmanlike conduct shall include but not limited to profanity, threats of any kind towards the official or participant, fighting (before, during, or after the game), excessive obscene behavior, or any flagrant foul as determined by the official(s).
    - 7. In the event of a coach, player, or fan ejection, the individual ejected will be subject to further disciplinary action (e.g. dismissal as coach, or removal of a player from the league) from HTPD.
    - 8. No coach/parent/guardian shall be present at any HTPD youth sporting events under the influence of alcohol or illegal drugs. Individuals in violation of this rule will be asked to leave the facility immediately.
    - 9. There will be no smoking, smokeless tobacco, vaping, or use of alcohol by coaches, players, or patrons within HTPD facilities.
- VIII. Pictures
- A. Each team will have their photos taken on designated “Picture Day”.
  - B. Picture schedules will be provided in advance to all teams.
  - C. League photos are contracted with TSS Photography and no other professional photographer may take or sell pictures during league play.

### **Coach Expectations**

- I. Team Rosters
  - A. Please contact every child and parent/guardian prior to the first practice. Introduce yourself to them and remind them of your practice time and location.
    - 1. You can use the SportsEngine App chat feature to communicate with your team.

2. If you are unable to reach a parent, please contact HTPD Staff for assistance.
- B. Only those participants listed on the team roster may participate in sports activities including team games and practices.
- C. If you find that a participant on your roster is not in the appropriate age group, contact HTPD Staff immediately so that the participant can be placed on an appropriate team.

## II. Practices

- A. Practice dates, times, and locations will be provided to coaches.
- B. Practices should begin and end on time for all teams. Coaches and players may not utilize the facilities past their allotted practice time.
- C. If a coach chooses to cancel practice due to questionable weather, it is their responsibility to communicate with their team.
  1. Coaches should follow the weather safety guidelines as outlined in the Weather Policy.
- D. Coaches are responsible for the content and practice plan for each practice.
  1. Resources are available upon request.
- E. Practice is not a requirement of the program. Participants are encouraged to attend as many practices as possible for game improvement.
  1. Coaches may not sit players during game time due to practice attendance.
- F. Cancellations
  1. Practice cancellations are up to the coach's discretion in terms of weather and field playability.
  2. Coaches shall follow the Program Safety Section below when deciding if a practice should be canceled.
  3. If HTPD Staff closes fields for any reason and teams are unable to practice, coaches will be contacted by HTPD.
  4. Makeup practices are offered when possible but not guaranteed. Most make up practices will be held at a separate time/location and teams may be required to share.

## III. Games

- A. Participants throughout the course of the season should split playing time equally.
- B. Schedules will be uploaded into the SportsEngine App.
- C. All scheduled games will be played, unless canceled by HTPD Staff due to field conditions.
- D. There will be no forfeits of games.
  1. If a coach knows the team will need subs, they may contact other coaches in the league asking for volunteers, borrow from the opposing team, or play short.
    - a. Substitute players may only play if they are a registered player within the same division.
  2. If a coach has specific schedule requests (within reason), these must be made prior to the release of the schedule. Staff will attempt to accommodate requests, but these are not guaranteed.
- E. Number of Games
  1. Baseball / Softball Program
    - a. Teams will play 1 to 2 games per week.
    - b. Approximately 12 to 14 games will be scheduled. HTPD will guarantee at least 9 games are played during the season for each team.
    - c. Due to weather and other unforeseen circumstances, some games may be canceled. Canceled games will not be rescheduled unless 9 games played has not been reached. Refunds will not be issued for canceled games.
  2. Flag Football Program
    - a. Teams will play 1 game per week.
    - b. 6 games will be scheduled. HTPD will guarantee at least 4 games are played during the season for each team.
    - c. Due to weather and other unforeseen circumstances, some games may be canceled. Canceled games will not be rescheduled unless 4 games played has not been reached. Refunds will not be issued for canceled games.
- F. Games will start on time even if the coach is not present.

- G. Weather related cancelations will be determined by HTPD Staff. Communication will be provided through the SportsEngine App. Coaches should relay communications to the participants.
- H. Coaches are responsible for supervising participants from the start time to the conclusion of their assigned practice or game.
  - 1. Coaches may not leave participants unattended during practices or game.
- I. Protests will not be accepted. Coaches are encouraged to discuss any rule discrepancies with the field supervisor or HTPD Staff.

### **Background Checks**

- I. All volunteer coaches are required to complete a background check, as needed, prior to the season beginning.
  - A. Background checks are required at least every 3 years or as requested by HTPD Staff.
  - B. HTPD Staff is responsible for conducting all background checks.
  - C. Each volunteer must submit an online application at <https://opportunities.averity.com/HarrisburgTPD>
  - D. Standards on Volunteer Disqualifiers (Examples are not exclusive)
    - Felony Offenses - kidnapping, aggravated burglary, carjacking, arson, drug crimes
    - Sex Offenses – child molestation, sexual assault, rape, sexual battery, indecent exposure, child exploitation
    - Violence Offenses – murder, manslaughter, aggravated assault, robbery
    - Other Offenses – termination of parental rights, complaints of sexual abuse of minors, Resigned or terminated due to complaint(s) of sexual abuse of minors. History of other behaviors that indicate a possibility of a danger to employees or citizens.
    - Pending Charges – Pending criminal charges of any nature pending, including a deferred judgment or deferred prosecution.
    - Subsequent Charges – Criminal charges brought against them during their term of volunteer service.

### **Reporting Child Abuse and/or Neglect**

- I. If Child Abuse is suspected, coaches should immediately contact HTPD Staff at (618) 252-2111 or (618) 201-6352 to report suspected abuse or neglect. HTPD Staff are mandated reporters and will report to the proper authorities.
- II. Coaches may also report directly to proper authorities. The phone number to report abuse or neglect is 1 (800) 25 ABUSE (1 -800-252-2873).
- III. All calls are kept confidential.

### **Program Safety**

- I. Concussions - Information is outlined in the Concussion Awareness-Prevention Guidelines. (See Attached)
- II. Safe Kids – Information is outlined in the SafeKids Program Guidelines. (See Attached)
- III. Inclement Weather Policy – Information as outlined in the HTPD Athletic Field/Facility Guidelines.
  - A. The safety of participants, officials, and spectators is the primary concern in cases of inclement weather. Once the game has started, the officials or HTPD Staff will have the responsibility to remove players from the field if the conditions become extreme.
  - B. HTPD’s definition of “poor or unsafe field conditions” includes:
    - 1. Presence of lightning or thunder or severe weather storms.
      - a. In the event of lightning during an activity, all persons on the field or facility must retreat to their vehicles or move inside of a nearby building. Congregating in or around the dugouts, bathrooms or under pavilions is prohibited when lightning is present.
    - 2. Standing water or puddles on the field.
    - 3. Water surfacing or bubbling up when walking on turf (waterlogged or squishy).
    - 4. Field is muddy to the point that footing becomes unstable (players slipping and sliding).
    - 5. Sharp or other dangerous objects on field (i.e. broken glass, large unmovable rocks, broken base pegs, holes, etc.).
    - 6. Frost, snow, sleet, or freezing rain.

7. Use of the field would cause damage.
- IV. Coaches shall inspect all fields prior to and after each use to determine the suitability of the fields for any contemplated use and to identify any safety hazards. Coaches shall take reasonable measures to protect participants and spectators from known safety hazards. Coaches shall promptly advise HTPD Staff of any known safety hazards.
  - A. If the structure or any part of the structure of the field has been tampered with creating unsafe conditions, please refrain from using.
- V. Evacuation of the Playing Field
  - A. Immediately following the announcement of suspension of play, all players, coaches, officials, staff, and spectators are to evacuate the facility to their vehicles.
    1. Participants and spectators should be advised that the bathrooms, dugouts, bleachers, playground equipment, and/or areas under the shelters within the facilities are not considered to be a safe location in the case of lightning.
    2. All parties are urged to evacuate the entire facility immediately and remain in a safe location until conditions improve unless otherwise notified by HTPD Staff.
  - B. Return to Play
    1. Play will be resumed 30 minutes following the last lightning strike or sound of thunder.
    2. The 30-minute time frame will start over with each additional lightning strike or sound of thunder.
- VI. Accidents and Emergencies
  - A. There are several ways to prevent accidents and emergencies:
    1. Be sure all players are properly equipped.
    2. Be sure the facility is clear of any objects that could cause accidents.
    3. Prevent crowding, pushing, or horseplay before, during, and after practices and games.
    4. Directly supervise each activity.
- VII. In Case of Emergency
  - A. Do not move an injured participant.
  - B. Report the incident to HTPD Staff immediately. If a supervisor is not present, call or email the HTPD Recreation Director as soon as possible, within 24 hours of the incident.
  - C. Assign another adult to contact emergency medical help if needed.
  - D. Calm the injured participant and keep others away from them.
  - E. Stay with the injured participant until medical personnel arrive.
- VIII. Emergency Response Plans
  - A. For activities with HTPD Staff supervision, participants should follow the instructions of staff who have procedures in place for emergency situations.
  - B. For activities where no staff is present, the following lists the Emergency Response Sequence:
    1. Call 911.
    2. If a minor is involved, call the parent/guardian.
    3. Do not leave the scene until help has arrived and command is transferred.
    4. Gather remaining participants and debrief the incident.
    5. Notify HTPD Recreation Director of the incident within 24 hours.
    6. If available, complete and Incident Report as soon as the incident has ended.
  - C. The Full Emergency Sequence should be completed for:
    1. Major Injury (anything requiring immediate medical attention)
    2. Death
    3. Assault
    4. Fire
    5. Damage to Property
  - D. Non-emergency incidents listed below require a minimum to call the HTPD Recreation Director and filling out an Incident Report when available.
    1. Minor Injury (minor scratches, minor cramps, other situations where medical intervention is not urgent)
    2. Missing Participant
    3. Angry Participant (parent, coach, spectator, etc.)
    4. Any situation receiving media attention
    5. If the situation cannot be resolved quickly, call 911 and initiate the Emergency Sequence.



## **First Aid**

- I. Facilities are equipped with first aid kits to address player injuries.
  - A. If a participant is injured, please report it immediately to HTPD Staff.
  - B. For any injury or accident that requires more than basic first aid, 911 will be called.
  - C. A Portable AED Device is available at the Gaskins City Complex Concession Stand and the Bill Rice Soccer Complex Concession Stand during games.
    1. Contact 911 in the case of a cardiac event.
  - D. Incident Reports
    1. Incident Forms are available at all facilities
    2. Any time care is given, an Incident Report should be completed. HTPD Staff will complete the Incident Report and may ask coaches, parents, and witnesses for further information.
    3. To ensure the most accurate information is recorded, an incident report should be completed at the time the incident occurs if it does not interfere with care of the victim.
    4. For incidents that occur when no staff is present, the coach should contact the HTPD Recreation Director within 24 hours and provide the following information:
      - a. Injured Participant's name
      - b. Parent/Guardian's name and contact information
      - c. Description of what occurred
      - d. Any care given, medical treatment, etc.

## **Concessions**

- I. Concessions will be available during Baseball/Softball league games at the Gaskins City Complex.
  - A. Concessions are organized through HTPD Staff. No outside vending is allowed.
  - B. After game concession stand tickets will be included in the Registration cost. Players must be present on the day of the game to receive and redeem their concession ticket.

## **Sportsmanship Policy**

- I. Each team is responsible for the actions of its members before, during and after competition.
  - A. Unsportsmanlike conduct, including intimidation and infliction and/or threat of bodily harm, will not be tolerated and will result in ejection from competition and/or facilities.
  - B. No game is important enough to warrant physical or verbal abuse of officials, participants, or spectators. Please remember that these games are not professional sporting events. No one's job is on the line. The officials are doing the best they can, just like the players. Please make the utmost effort to win with class, lose with dignity, and treat the game officials, staff, and opponents with respect.
- II. The following behavior is unacceptable for any player, coach, participant, or spectator:
  - Pushing, striking, threatening (verbally or physically) another player.
  - Pushing, striking, threatening (verbally or physically) an official/umpire or staff member.
  - Refusal to abide by officials' decisions, including dissent and verbal abuse directed toward officials.
  - Use of alcoholic beverages, illegal drugs, or tobacco.
  - Failure to follow Harrisburg Township Park District Rules and Regulations.
  - Failure to follow Harrisburg Township Park District Athletic Field/Facility Guide.

## **Code of Conduct**

All participants in HTPD Youth Recreation Sports leagues will abide by the following codes of conduct inspired by the National Alliance for Youth Sport:

- I. HTPD Staff Code of Conduct
  - I will run youth sports programs for the children involved, not the adults.
  - I will ensure that I am knowledgeable in youth sports administration.
  - I will do my best to provide a safe playing situation for all participants.
  - I will provide support for coaches, officials, and parents to provide a positive and enjoyable experience for all.
  - I will require all coaches and officials to be trained in the responsibilities of being a volunteer.
  - I promise to keep informed about current issues involving youth sports programs.

## II. Officials Code of Conduct

- I will encourage good sportsmanship by demonstrating positive support of all players, coaches, fellow officials, and league administrators at all times.
- I will ensure that I am knowledgeable of the rules of each sport I officiate, and apply those rules fairly to all participants, teams, and coaches.
- I will not allow personal friendships and associations to influence my decisions during a contest.
- I will refrain from the use of tobacco and alcohol products when in the youth sports environment.
- I will remember that youth sports provide an opportunity for children to learn and have fun and I will place their safety above all else.

## III. Coaches Code of Conduct

- I will place the emotional and physical wellbeing of my players ahead of a personal desire to win.
- I will treat each player as an individual, remembering the large range of emotional and physical development for the same age group.
- I will do my best to provide a safe playing situation for my players.
- I promise to review and practice basic first aid principles needed to treat injuries of my players.
- I will do my best to organize practices that are fun and challenging for all my players.
- I will lead by example in demonstrating fair play and sportsmanship to all my players.
- I will not cheat or engage in any form of unethical behavior that violates league rules.
- I will provide a sports environment for my team that is free of drugs, tobacco, and alcohol, and I will refrain from their use at all youth sports events.
- I will be knowledgeable in the rules of each sport that I coach, and I will teach these rules to my players.
- I will use those coaching techniques appropriate for all the skills that I teach.
- I will remember that I am a youth sports coach, and that the game is for children and not adults.

The following is EXPECTED of all persons coaching in HTPD Youth Recreation Sports Leagues:

1. The coach is responsible for the instruction of his/her players. You must learn the game and be able to teach what is necessary for your age group. HTPD will provide you with a list of "what to teach" at each age level. A list of what to teach is at [www.harrisburgpark.net/sportrules](http://www.harrisburgpark.net/sportrules)
2. Learn and abide by the rules. List of rules is at [www.harrisburgpark.net/sportrules](http://www.harrisburgpark.net/sportrules)
3. Become familiar with concussion awareness. Additional information is available at [www.harrisburgpark.net/concussion-info](http://www.harrisburgpark.net/concussion-info)
4. Become familiar with child abuse awareness. Additional information is available at [www.harrisburgpark.net/abusedchildren](http://www.harrisburgpark.net/abusedchildren)
5. Treat his or her players, opposing players, all coaches, fans or parents, and the umpires with RESPECT. Teach and show sportsmanship at all times.
6. Treat all players equally with regards to playing time.
7. Coach shall NOT use alcohol, tobacco products, or use of inappropriate language while at any Park facility. No firearms are allowed on Park property. Any violations will be immediate removal as coach and a one-year suspension.
8. You are responsible for pick-up, care, and return of all your equipment and keys. They can be turned in to your supervisor or dropped off at the main Park office at 921 W Poplar Street no later than ONE week after your season ends. You will be required to put a deposit down for your key and if not returned within the timeline listed above, then you will lose your deposit.
9. You are responsible to attend all meetings conducted by HTPD.
10. If an umpire or HTPD Staff finds you in violation of any of the above or not presenting appropriate behavior, then that will lead to your dismissal as coach. The HTPD Staff will make a final decision of consequences such as suspension or removal of head coach or any assistant coach.

Please remember that these are kids you are coaching. Have FUN but teach.

#### IV. Parent Code of Conduct

- I will encourage good sportsmanship by demonstrating positive support for all players, coaches and officials at every game, practice, or other youth sports event.
- I will be a positive spectator and engage in positive cheering from the parent's sideline.
- Insulting comments, arguing, and challenging the coaches will not be tolerated.
- I will place the emotional and physical well-being of my child ahead of a personal desire to win.
- I will insist that my child play in a safe and healthy environment.
- I will support coaches and officials working with my child, to encourage a positive and enjoyable experience for all.
- I will demonstrate respect for officials, in part by accepting their decisions. Insulting comments, arguing, gestures and profanity directed at officials will not be tolerated.
- I will demand a sports environment for my child that is free from drugs, tobacco, and alcohol, and will refrain from their use at all youth sports events.
- I will remember that the game is for youth - not for adults.
- I will do my very best to make youth sports fun for my child.
- I will help my child enjoy the youth sports experience by doing whatever I can, such as being a respectful fan, assisting with coaching, or providing transportation.
- I will ask my child to treat other players, coaches, fans, and officials with respect regardless of race, sex, creed, or ability.
- I understand that violence and abuse of any nature will not be tolerated.

#### V. Participant Code of Conduct

- I will encourage good sportsmanship from fellow players, coaches, officials and parents at every game and practice by demonstrating good sportsmanship.
- I will respect others and maintain individual boundaries. Profanity will not be tolerated.
- I will attend every practice and game that I can and will notify my coach if I cannot.
- I will expect to receive a fair and equal amount of playing time.
- I will do my very best to listen and learn from my coaches.
- I will treat my coaches, other players, officials, and fans with respect regardless of race, sex, creed, or abilities and I will expect to be treated accordingly.
- I will demonstrate respect for officials, in part by accepting their decisions. Insulting comments, arguing, gestures and profanity directed at officials will not be tolerated.
- I deserve to have fun during my sports experience and will alert parents or coaches if it stops being fun.
- I deserve to play in an environment that is free from drugs, tobacco and alcohol and expect adults to refrain from their use at all youth sports events.
- I will encourage my parents to be involved with my team in some capacity because it is important to me.
- I will do my very best in school.
- I will remember that sports participation is an opportunity to learn and have fun.
- I understand that violence and abuse of any nature will not be tolerated.