

# **ATTACHMENT**

## **COACHES SECTION**

### **Coaches' Code of Conduct**

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

**Expected Behavior:**

- Using appropriate language in appropriate tones when interacting with players, league officials, game officials, parents and spectators.
- Including all players in team activities without regard to race, religion, color, sex, sexual orientation, body type, national origin, ancestry, disability, ability, or any other legally protected classification.
- Treating all players, league officials, game officials, parents and spectators with dignity and respect.
- Playing all players according to the equal participation rules established by the league and the spirit of those rules.
- Encouraging youth to participate in other sports and activities to promote all aspects of their development.
- Allowing reasonable absences from practice.

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

**Expected Behavior:**

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

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

**Expected Behavior:**

- Maintaining a high level of awareness of potentially unsafe conditions.
- Protecting players from sexual molestation, assault and physical or emotional abuse.
- Correcting or avoiding unsafe practice or playing conditions.
- Using appropriate safety equipment necessary to protect all players.
- Seeing that the players are provided with adequate adult supervision while under the coach's care.

**I will promise to review and practice the basic first aid principles needed to treat injuries of my players.**

**Expected Behavior:**

- Keeping basic first aid supplies available in all practice and game situations.
- Recognizing and administering proper first aid to an injured player.
- Demonstrating concern for an injured player, notifying parents and cooperating with medical authorities.
- Protecting the players' well being by removing them from activity when injured and not returning them to activity if they are compromised by injury.

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

**Expected Behavior:**

- Establishing practice plans that are interesting, varied, productive and aimed at improving all players' skills and individual abilities.
- Devoting appropriate time to the individual improvement of each player.

- Conducting practices of reasonable length and intensity appropriate for the age and conditioning of the players.

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

**Expected Behavior:**

- Adopting the position, teaching and demonstrating that it is our basic moral code to treat others, as we would like to be treated.
- Abiding by and supporting the rules of the game as well as the spirit of the rules.
- Providing an environment conducive to fair and equitable competition.
- Using the influential position of youth coach as an opportunity to promote, teach and expect sportsmanship and fair play.

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

**Expected Behavior:**

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

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

**Expected Behavior:**

- Becoming knowledgeable, understanding and supportive of all applicable game rules, league rules, regulations and policies.
- Teaching and requiring compliance of these rules among players.

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

**Expected behavior:**

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

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

**Expected Behavior:**

- Maintaining a positive, helpful and supportive attitude.
- Exercising your authority/influence to control the behavior of the fans and spectators.
- Exhibiting gracious acceptance of defeat or victory.
- Accepting and adhering to all league rules and policies related to the participation of adults and youth.
- Fulfilling the expected role of a youth coach to adopt a "children first" philosophy.
- Allowing and encouraging the players to listen, learn and play hard within the rules.
- Placing the emphasis on fun and participation.

**WATERFORD YOUTH SPORT COACHES' CODE OF ETHICS PLEDGE**

- I will place the emotional and physical well being 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 will promise to review and practice the 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 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 each of the skills that I teach.
- I will remember that I am a youth sports coach, and that the game is for children and not adults.
- I hereby pledge to live up to my membership as an NYSCA coach by following the NYSCA Coaches' Code of Ethics.

**Printed Name:** \_\_\_\_\_

**Signed Name:** \_\_\_\_\_

**Date:** \_\_\_\_\_

## **Enforcement of the Code Of Conduct**

Waterford Youth Sports Council (WYSC), along with the NYSCA, is dedicated to raising the standard of service to youth in sports through the enforcement of this Code of Conduct in Waterford co-sponsored youth sport programs.

This Code Of Conduct defines the expectations for individuals serving as coaches in youth sports and provides the tools to be used by WYSC, when necessary, to check behavior and to protect all children from the psychological, emotional, physical or social abuses that can be perpetrated against them by youth sport coaches.

WYSC and NYSCA firmly believe that for the sports experience to be positive, safe and a learning experience for youth, volunteer coaches must be trained and held accountable for their behavior when working with and around children. Every coach is required to sign and adhere to a Coaches' Code of Ethics Pledge. It is the duty of the WYSC to respond to complaints lodged against a coach that has allegedly violated the Code of Ethics.

This is accomplished by initiating the "Complaint Against a Coach Procedure" which is detailed on the following page. The purpose of this procedure is to hear the complaints and to determine what, if any, action should be taken towards correcting the coach's behavior. In order to provide the WYSC the flexibility to take appropriate action when a coach is found to have violated the Coaches' Code of Ethics, a range of possible review committee actions have been developed to accompany the Code of Conduct.

Possible actions include:

1. Warning to and/or Apology from the coach
2. Probation
3. One Game Suspension
4. Multiple Game Suspensions
5. Season Suspension
6. Permanent Revocation of Certification (if attained)

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

Factors that might suggest a more lenient sanction include:

- First Offense
- Remorse
- Apparent Desire to Reform
- Other Good Coaching Attributes
- Dedication to Youth Sports

Factors that might suggest a harsher sanction include:

- Child Endangerment
- Violation of Law
- Prior Complaints/Review Action
- Lack of Remorse
- Number of Ethics Canons Violated
- Number of Expected Behaviors Violated
- Breach of Duties as a Role Model
- Extraordinarily Poor Judgment Around Children

### **Complaint Against a Coach Procedures**

When the WYSC receives a complaint about a member coach, within seven (7) days the WYSC will initiate a review process that includes:

1. Gather information and document eyewitness accounts of the event(s) that took place from everyone involved to determine if a violation of the letter or intent of the Coaches' Code of Ethics Pledge has occurred. This may include the site supervisor, game officials, other coaches, parents and children.
2. Require the coach to attend a meeting with the league supervisor to address the complaint and to offer his/her side of the incident. This meeting will be documented.
3. The WYSC has the authority to determine the severity of the situation and whether or not the affected coach has violated the expected behaviors outlined under each of the canons of the Code of Ethics Pledge that comprise the NYSCA Code of Conduct.
4. The Waterford Recreation and Parks Commission will act as an appeal board/upper authority when dealing with situations outside of the WYSC responsibilities.

## **ATTACHMENT**

### **VI. PARTICIPANTS SECTION**

Participation in youth sports programs can have a lasting and meaningful effect on children's lives. Therefore, it is the goal of the WYSC to provide the highest quality of athletic programs to ensure that a child's experience with sports is a positive one. It takes the cooperation of everyone involved, including the participant, to make this happen. Therefore, WYSC has established the following responsibilities for participants to adhere to:

- ❑ Players will listen to their coaches and be respectful of others.
- ❑ Players will take care of the facilities, equipment, and uniforms.
- ❑ Players are encouraged to eat the right foods and drink plenty of water before and after practices and games.
- ❑ Players will avoid all types of taunting and belittling remarks to their teammates or opponents.
- ❑ Players will show good sportsmanship at all times, win or lose.
- ❑ Players will not make sports a priority over schoolwork or family.
- ❑ Players will refrain from horseplay and all other dangerous activities.
- ❑ Players will participate for the love of the game and competition and not to win at all costs.

**Waterford Youth Sport Players Code of Ethics**

**I hereby pledge to be positive about my youth sports experience and accept responsibility for my participation by following this Players' Code of Ethics Pledge:**

- I will encourage good sportsmanship from fellow players, coaches, officials and parents at every game and practice by demonstrating good sportsmanship.
- 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 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 of 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 are an opportunity to learn and have fun.

**Participant Name (printed):** \_\_\_\_\_

**Participant Name (signed):** \_\_\_\_\_

**Date:** \_\_\_\_\_

## Corrective Action Policy

Players who fail to adhere to the Code of Ethics or do not live up to their responsibilities or expectations will be subject to disciplinary action. WYSC does not want a disciplinary action to spoil the experience of youth sports for the other children in the program. Therefore, WYSC has instituted a Corrective Action Policy to establish appropriate consequences for inappropriate behavior.

The Corrective Action Policy is a guide to assist coaches and WYSC to conduct a quality program. The Corrective Action Policy is a 4-step system designed to forgive a mistake, but to firmly address chronic misbehavior.

For violations of the Code of Ethics or Expectations, the following steps will be followed:

- |                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
|----------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Step 1 – Verbal Warning    | Coach will discuss undesirable conduct with player and parents and stress that this behavior will not be tolerated.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| Step 2 – Period Suspension | Coach will discuss the issue of the repeated undesirable conduct or the occurrence of a second undesirable conduct of with the League Administrator. If the conduct violates the Code of Ethics, the offending player will be benched for 1 period of time during a game when he/she should be playing.                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| Step 3 – Game Suspension   | Coach will discuss the issue of the repeated undesirable conduct or the occurrence of a third undesirable conduct of with the League Administrator. If the conduct violates the Code of Ethics, the offending player will be benched for 1 game when he/she should be playing.<br>Parent(s) and the player must attend a meeting with the Coach and League Administrator before the player is allowed to resume playing. The player will be warned that the next offense will result in his/her expulsion from the league.                                                                                                                                                                                                              |
| Step 4 – League Expulsion  | Coach will discuss the issue of the repeated undesirable conduct or the occurrence of a fourth undesirable conduct of with the League Administrator. The participant on the 4 <sup>th</sup> offense will be expelled from the league and no refund will be given. The parent will then have to make a formal request to be re-instated into this league. The child and parent(s) will then have to meet with the League Administrator and the WYSC prior to the start of the season to determine if the child is capable of playing within the guidelines of this program. The Waterford Recreation and Parks Commission will act as an appeal board/upper authority when dealing with situations outside of the WYSC responsibilities. |

**These guidelines are not absolute in dealing with behavioral problems. Severe situations could merit harsher sanctions against the participant.**

# ATTACHMENT

## VII. PARENTS SECTION

In order for a program to be truly successful, it takes the cooperation of everyone involved: players, coaches, officials, league administrators, and especially parents. “It is the philosophy of Waterford Youth Sports Council that parents shall not physically threaten or endanger another individual, whether child, spectator or coach, or to otherwise spoil the experience of participation in youth sports for the children. Parents have the following responsibilities and expectations when participating in Waterford Youth Sport programs:

**Parents have a responsibility to their children:** To make sure that your child gets the most out of his or her playing experience, parents should show their unwavering support, including positive reinforcement of your child’s performance and effort. This is absolutely essential, especially at an early age, to ensure their healthy development. Parents should also be positive role models, including, but not limited to, showing proper sportsmanship at all times and refraining from negativity of any kind.

**Parents have a responsibility to the coaches:** Coaches volunteer their personal time to spend it with your child. They need you to be supportive of their decisions and not undermine their efforts. If you wish to address an issue with a coach, do so in a respectful manner. Make certain it is done at the right time and place and not in front of the children. Parents are expected to be respectful of the coaches and staff’s time by being punctual for game and practice start and end times. It is highly recommended for parents to stay and support their children and assist the coach if requested.

**Parents have a responsibility for safety and security of the league:** In order to maintain the safety and security of all league participants, it is essential for parents to report abusive behavior or dangerous situations that need to be addressed to the league administrator. This is the only way that these programs can achieve their intended goals.

**Parents have a responsibility to other parents:** Personal gain should not be derived from your child’s performance. Competition and taunting between parents is never acceptable, and no parent should ever feel embarrassed or disappointed by their team or child’s performance. Good plays should always be cheered, and disappointments should always be consoled, no matter whose team it affects.

**Parents have a responsibility to themselves:** It is your responsibility to enjoy watching your child and other children participate and learn. The joy and pride associated with watching children participate in sports should be experienced to the fullest, because lifetimes of memories are being created before your very eyes.

## Parents Code of Ethics

**I hereby pledge to provide positive support, care, and encouragement for my child participating in youth sports by following this Parents' Code of Ethics Pledge:**

- I will encourage good sportsmanship by demonstrating positive support for all players, coaches, and officials at every game, practice, or other youth sports event.
- I will place the emotional and physical 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, in order to encourage a positive and enjoyable experience for all.
- I will demand a sports environment for my child that is free of drugs, tobacco, and alcohol and will refrain from their use at all youth sports events.
- I will remember that the game is for youth – not adults.
- I will do my very best to make youth sports fun for my child.
- I will ask my child to treat other players, coaches, fans, and officials with respect regardless of race, sex, creed, or ability.
- I will require that my child's coach be trained in the responsibilities of being a youth sports coach and that the coach upholds the Coaches' Code of Ethics.
- I will read the NYSCA National Standards for Youth Sports and do what I can to help all youth sports organizations implement and enforce them.

**Parent Name (Printed):** \_\_\_\_\_

**Parent Name (Signed):** \_\_\_\_\_

**Date:** \_\_\_\_\_

## Corrective Action Policy

Parents who do not follow the Code of Ethics will be subject to this Corrective Action Policy. It is the philosophy of WYSC that parents should not spoil the experience of participation in youth sports for the children. Furthermore, the Department will never punish a child for the actions of his or her parent(s). “Waterford Youth Sport Council reserves the right to take whatever remedial measure it believes is appropriate under the circumstances. Although not required, Waterford Youth Sport Council may use progressive corrective actions when a parent violates the Code of Ethics. In doing so, it may use the following verbal warnings, written warnings, and game or season suspensions as a means of correcting the problem. In determining an appropriate sanction, Waterford Youth Sport Council will consider the severity of the conduct at issue and the frequency of similar inappropriate conduct by the parent.”

- Step 1 – Verbal Warning      League Representative will discuss undesirable conduct with parents and stress that this behavior will not be tolerated. League Representative will document this conversation and give to league administrator. A copy of the Parent Manual is given to the parent.
- Step 2 – Written Warning      League Representative will notify the League Administrator of continued breach of Code of Ethics and League Administrator will bring parent(s) in for a meeting to discuss actions. Furthermore, there will be a formal letter of reprimand given to parent(s) stating that the next offense could lead to the parent’s being banned from the sporting event venue for a period of 1 or more game(s). A copy of the Parent Manual is to be given to the parent.
- Step 3 – Game Suspension      League Administrator will ban the parent from attending the next scheduled contest. Another letter will be given to parent(s) stating that the next offense will lead to the parents being banned for the minimum of that sport’s season up to an additional season. A copy of the Parent’s Manual is given to the parent.
- Step 4 – Season Suspension      The parent(s) will be banned from attending a minimum of the remainder of that sports season to a maximum of the next season for the sport in which the incident took place. The parent(s) will then have to make a formal request to be re-instated into this league. The parent(s) will then have to meet with the League Administrator and Waterford Youth Sports Council prior to the start of the season to determine if the parent(s) is capable of behaving within the spirit and letter of the guidelines of this program. The Waterford Recreation and Parks Commission will act as an appeal board/upper authority when dealing with situations outside of the WYSC responsibilities.

**These guidelines are not absolute in dealing with behavioral problems. Severe situations could merit harsher sanctions against the parent(s).**