



Archer Athletics Association

Football Handbook

Welcome To AAA Football

Our mission is to promote, encourage, direct, and operate athletic programs for the children and youth of the Archer Community in Gwinnett County Georgia. The Association will strive to promote good sportsmanship through its athletic programs and activities. AAA goals include the teaching of proper skills and techniques, instructing the principle of good sportsmanship, emphasizing physical fitness, providing an opportunity for fun and enjoyment, the development of a teamwork attitude, promotion of pride in one's sense of accomplishment, recognition in one's shortcomings, the acceptance of defeat, and the joys associated with winning.

The Archer Athletic Association (AAA) football and Cheerleading programs field football and cheerleading teams from 6 year of age through the eighth grade. AAA participates in the Gwinnett Football League (GFL) and adheres to the rules as set by the GFL.

The football program is focused on teaching the fundamentals of football while instilling good sportsmanship, character, and team work in a fun, supervised environment.

To ensure the success of the AAA football program we need the support of parents and volunteers. All AAA football board members and coaches are volunteers, and are not compensated for their time. To make your child's football experience the most enjoyable, we encourage you to help our coaches and team moms provide a positive experience and atmosphere for all of our participants. A positive environment with positive role models will benefit your child and instill confidence.

We hope your child has a great football season!!

The AAA Football Board



IMPORTANT DATES 2014

July 23 & 24 – Player evaluations

July 26 – GFL draft

July 28 – First day of practice

July 31 – First day in pads

July 26- Trainers Clinic – Gwinnett Arena

August 9 - GFL Team Book Certification

August 7 – Football Picture Day

August 16 – Jamboree

August 23 Regular season games begin

October 18 – Regular season ends

October 25– Playoffs begin

November 15 – Championship games

AAA Football Rules

1. No Jewelry of any kind Allowed at practices or games.
2. PARTICIPATION:
 - a. Players must arrive 1hour prior to scheduled game time or at the time set by the coach.
 - b. Players must attend all practices. Two or more missed practices without the head coaches consent will result in failure to participate in Saturday game within that given week.
3. Disrespect to coaches or team members, unsportsmanlike conduct and failure to adhere to the GFL code of conduct will NOT be tolerated.
 - a. First offense will result in a verbal warning to the player and parent/guardian.
 - b. Second offense will result in a verbal warning to the player and parent/guardian along with a written incident report that will be filed and reviewed by the AAA football board.
 - c. Third offense will result in written incident report that will be filed and reviewed by the AAA Football Board that can result in the dismissal of the child.
4. Parents/ Guardians must notify the coach of any change in the player's medical condition during the course of the football season.
5. Complete and proper uniform is required for game day participation.
6. Parents/Guardians must adhere to the CODE of Conduct as set forth by the Gwinnett Football League and AAA.
7. Use of alcohol and/or tobacco products at practices or games is NOT allowed
8. No child should be without a parent/guardian supervision at any AAA or GFL function. *It is the parent's responsibility to have an adult responsible for his/her child for ALL AAA practices and games or any GFL mandated function.* Parents must notify the coach or team mom who is responsible for their child. Failure to have a responsible party at the practice may result in the child sitting out practice.
9. Profanity or any threatening, abusive language towards the coach, parents or AAA official will NOT be tolerated.
10. Gwinnett Football League Rules take precedent of AAA rules, except in the case where AAA's policies may be more stringent than GFL's.
11. All GFL rules will be adhered too and strictly enforced within Archer Athletic Association .
12. AAA will not pay fines imposed by the GFL as the GFL does not impose fines on associations. All fines are imposed on individuals for individual violations. The individual or Head Coach will be assessed fines from the GFL for certain violations, therefore said individual will be responsible for paying the resulting fine.
13. GFL Rules violations will result in discipline by the GFL as well as immediate elimination of duties of the violating participant at any level within AAA.
14. Return eligibility will be assessed by the governing AAA Football Board at the time as such violation has occurred to asses if the offender will be eligible to return to AAA at any time in the

future. If it is determined that the offender may return, it will be no earlier than on full year from the beginning of the season in which the violation has occurred.

- 15. Coaches are strictly prohibited from isolating or humiliating any child at any level.** There will be no exceptions. The participants are here to learn, compete, gain comerodory and have fun. AAA will never tolerate profanity towards a player, calling a child a name other than his own or an accepted nickname, (accepted by the child themselves), or anything else that may be construed as demeaning or degrading to a child. This is non negotiable and if found to have violated this rule, the result will be automatic dismissal from AAA with a permanent ban from the association. All instances unless witnessed directly by an AAA Football Board member, will be investigated fairly by the AAA Football Board.
- 16.** Absolutely NO NON-GFL Certified coaches may participate with any players registered with AAA (other than their own children at home) in any capacity at any time during the scheduled GFL season. This includes pre-season practices all the way through the end of playoffs.
- 17.** No GFL certified coach with AAA may coach on more than one AAA team at a time during any one football season.
- 18.** All practices will be held on AAA approved grounds only. AAA insurance does not cover any participant practicing off of AAA approved grounds.
- 19.** The AAA Football Board will schedule field places and times for each team so as to insure that each team has ample practice time and field space.
- 20.** Trainers Clinic & Head Coaches clinic are mandatory!!! Failure to appear or leaving early will result in a GFL fine of up to \$300.00.
- 21.** Post season Bowl participation will be allowed through AAA under the following guidelines:
 - AAA will cover insurance for bowl teams as long as ALL participants played for an AAA team during the regular season.
 - No players may participate from outside of AAA regular season teams.
 - No team may be coached by a non-GFL certified coach.
 - No team may be Head coached by an assistant from any other age group.
 - Assistants from regular season may Head Coach in the age group in which they coached in the regular season only if all Head Coaches from the same age group agree to not take a team themselves. In other words, regular season Head Coaches have priority if they choose to coach a post season Bowl team.
 - No Post Season Bowl team will be funded by AAA. Each team must raise their own money independent of AAA with no assistance from AAA.
 - Each Post Season Bowl team will be responsible for obtaining their own practice facilities without the assistance of or funding by AAA.
 - Each Post Season Bowl team from AAA will wear complete AAA uniforms.
 - The AAA Football Board will have final approval on all post season Bowl teams. Approval will be granted only after applying with the AAA Football Board and allowing time for review. All applications must be submitted no later than the Saturday at midnight two weeks before the last game of the regular season.

GFL Code of Conduct

The Code of Conduct of the Gwinnett Football League is herewith specifically incorporated into these rules of conduct that apply to each association, coach, trainer, participant, cheerleader, or spectator. In addition to the precepts set forth in the Code of Conduct, the following may result in a fine to the member association or a suspension or expulsion of the coach, participant (football or cheerleading), spectator, team, or association involved.

The following constitutes prohibitive conduct:

1. Conduct may result in the imposition of a fine against the association and/or suspension or expulsion of the association, coach, participant, participant, official, or spectator from any GFL sanctioned activity.
2. Any spectator who is asked by a GFL Officer or a GFL Representative to leave the confines of the arena and refuses to do so will subject the person so refusing to leave to suspension or expulsion from the GFL and the association to a fine.
3. The use of any tobacco product within the confines of a playing field. A violation of this provision will result in a fine to the member association of \$100.00 per violation.
4. Profanity will not be tolerated
5. Two flags thrown on the bench during any one game for two or more acts of conduct of anyone on the bench will result in the removal of the head coach from that game.
6. Any coach who is personally charged with two or more flags during a season may be suspended from participation in the GFL for the remainder of the season for all practices and all games, and/or the association will be subject to possible suspension or fine as determined by the GFL voting membership.
7. Any participant who is ejected from a game on two or more occasions during one season is subject to suspension or expulsion from the GFL.
8. Being under the influence of alcohol or any controlled substance, consumption of, or the possession of any alcohol or any controlled substance is specifically prohibited. This prohibition relates to any practice, any game, or any GFL sponsored activity. Any individual in violation of this rule shall at a minimum be barred from the practice, game, or activity for that day. The second violation within any one season shall result in suspension or expulsion from the GFL.

9. Use of noise-makers, except cow bells, thunder sticks and shakers, are not allowed at GFL games. (Shakers being described as empty plastic bottles, no larger than 20 ounces, filled with beans, rice, and/or glitter.) A violation may result in a fine to the association

10. A referee's flag thrown against the stands will be considered a flag against the bench. Such a flag will not be charged as a personal flag against any coach. Any conduct from a participant, coach, cheer-leader, or participant that is deemed in contravention of the Code of Conduct of the Gwinnett Football League may, in addition to the penalties outlined herein, result in the GFL imposing a penalty of forfeiture of one or more of all games previously played.

11. All coaches and all trainers are required to wear shirts, baseball-type caps, and/or jackets which clearly identify them as a member of the coaching staff. No one absent the coaches and trainers should be on the bench during a game. Water boys and/or managers must be clearly identifiable with a road vest. Each team is responsible for providing their own vest for their team water boys for all home and away games. They are also responsible for the cleanliness of the vest. The vest should be kept in each team's trainer's bag. Violation of this rule may result in a fine to the association.

12. All coaches, trainers, and those on the bench area during a game are expected to dress in an appropriate manner. Long hair is to be restrained, cut-off jeans are not allowed, emblazoned t-shirts are prohibited, and other dress that is deemed to invite laughter is prohibited. Shoes must be worn at all times. A violation of these standards may result in a fine being assessed against the member association.

13. Any coach or participant who is ejected by a game official for violation of the aforementioned rules of the GFL or the GFL Code of Conduct must leave the confines of the arena. Failure to do so will subject the person so refusing to leave to suspension or expulsion from the GFL and the association to a fine.

14. When a coach, participant, or spectator is asked to leave the confines of the arena, the GFL Representative from the association involved must be notified.

15. Officials must file a report with the on duty GFL Rep for any coach, participant or parent who is flagged, ejected or who is a disciplinary problem

16. Any parent, spectator, coach or participant that approaches and/or follows a game official within the confines of the playing area and parking lot, may be subject to penalty, including suspension of the offender and/or the association, a fine to the member association, and/or expulsion of the offender and/or the member association.

Coach Responsibilities

1. All AAA Football Head and Assistant coaches are expected to provide a positive and enriching atmosphere for our players.
2. All coaches will make every effort to correct any behavior issues on the field. However, if there are issues a coach cannot correct, they will seek out parental involvement to resolve the situation or conflict.
3. Coaches will notify their age group coordinator if there are any continuing problems with a child or parent.
4. Coaches will not favor one particular child nor discourage any child from participating.
5. Coaches will promote, encourage and teach your child to the best of their ability all aspects of football and working together as a team.
6. The head coach will ensure all players receive their required number of plays as dictated by the GFL. Additional playing time is earned by the player and is at the head coach's discretion.
7. The Head Coach is the communication point of the team. All issues should be raised to the head coach and not assistant coaches.
8. The Head Coach will discuss only your child with you.

Parent Responsibilities

1. Parental support is required in order for your team to have a successful season. The coaches, team mom and AAA cannot provide everything your child needs to have a successful season.
2. A parent or guardian must be present for all practices, games and GFL sponsored events.
3. Parents are expected to allow their coaches to coach. Please do not interfere with the instructional time of practice or at a game. Your coach will ask if they need assistance from parents.
4. Parents are expected to demonstrate good sportsmanship on and off the field, during practice and games.
5. Parents are expected to have their child at practice *READY* to practice at the specified practice time.
6. Parents are expected to have their child at their game at least one hour prior to the schedule game time or the time provided by the head coach.

AAA Parent Rules

1. Parents, siblings, grandparents, other family members and guest must adhere to the Code of Conduct as set forth by the GFL. A violation of the Code of Conduct may result in fines and/or suspension from any GFL sanctioned activity.
2. Use of ANY tobacco products is NOT allowed in designated football and cheerleading practice/game areas. Violation will result in fines of \$100 per incident.
3. Any participant who is ejected from a game on two or more occasions during one season is subject to suspension or ejection from the GFL. Per AAA policy, ejection from two games during one season is grounds for the family account to be suspended and no member from that family will be eligible for participation in AAA sponsored activities in the future.
4. Use of Alcohol during practice and/or games will NOT be tolerated.
 - a. First offense will result in violator being barred from that day's practice, game or activity and a written report given to the Executive Board of AAA.
 - b. Second offense will result in suspension or ejection from GFL and AAA.
5. Profanity or any threatening, abusive language towards the coaches, parents, teammates or AAA officials will NOT be tolerated. Anyone found violating this rule will be asked to leave the confines of the playing area. Any spectator who is asked to leave the confines of the playing field area and then refuses will be escorted out of the park by Gwinnett County authorities on the premises. Further incidents of this kind will be documented and if upon approval of the AAA board of Directors, the child(ren) of the parent involved can be dismissed from the AAA and no refund will be given. Future application of this child into the Association would be upon the approval of the AAA Board of directors. The decision of the AAA Board of directors is final. No refunds will be given for any child/parent dismissed from the association for behavior issues.
6. Uses of noisemakers, except shakers are not allowed at games. Violation may result in a fine to the association.
7. Participant who is ejected by a game official for violation of GFL rules or the GFL code of Conduct must leave the confines of the arena. Failure to do so will result in fines and/or suspension or ejection from the GFL as well as additional disciplinary action by AAA, including but not limited to suspension from all practices and/or future games.
8. Parents are not allowed on the practice or game fields. Certified coaching staff only.
9. Parents are expected to assist coaches and team moms with the various responsibilities required during the season. This includes the required volunteering for ticket gate, chain crew and game announcer as well as concessions if necessary.
10. Parents must abide by the Gwinnett County Parks and Recreation Rules. **THIS INCLUDES PARKING IN DESIGNATED PARKING SPACES ONLY. PER GWINNETT COUNTY ORDINANCE, IT IS UNLAWFUL TO PARK IN ANY AREA NOT CLEARLY DEFINED AS A PARKING SPACE. Park police have zero tolerance policy for this violation – no warnings will be given.**

AAA Parent Agreement

1. I understand that the AAA is organized to promote youth athletics and good sportsmanship.
2. I understand that my conduct as a parent will have a definite impact on the youth for whom it is intended, the program and myself.
3. I pledge to support, cooperate, and work in every way to promote youth athletics in the best interest of the programs and youths involved.
4. I pledge to be respectful to all officials, even in an expression of disagreement.
5. I do agree to adhere to the principles of good sportsmanship and to the rules and regulations defined by the AAA & all other sport affiliations.
6. I understand that if I display poor sportsmanship, whether during or following a game, I will be subject to partial or permanent program suspension. Unsportsmanlike conduct is defined as, but not limited to the following:
 - Harassment of participants, fans, coaches or officials
 - Use of profane language and/or gestures
 - Public threats of physical violence
7. Regulations regarding adult's ejection or suspension will follow the guidelines listed below:
 - I understand that if I am asked to leave a game, I will be suspended from attending the next game to be played by my son/daughter's team.
 - I understand that if I am asked to leave a second game during any one season, I will not be allowed to attend all the remaining regular season games and the end of the season tournament activities.
 - I understand that if I am found to be under the influence of alcohol or drugs while at a AAA function, I will not be allowed to attend any preseason activities, all regular season activities, and all end-of-the-season activities that my son/daughter's team may be involved in. Alcoholic beverages and tobacco products are not allowed on AAA facilities.
 - I understand that the AAA board will review all adult ejections or suspensions and may extend any suspension beyond what is stated above as deemed appropriate for the offense.

8. I agree that I will support the AAA regular and post-season Tournament. I will not participate in, nor encourage any player to participate on an alternative team unless given prior approval by the AAA Football Board.
9. I agree to use the vendor selected by AAA executive board for all team pictures.
10. I understand that any suspension may be appealed by using the following process; The suspended individual (parents, guardians of a player) should submit in writing a detailed account of the incident to the appropriate sports director within 48 hours of the incident. The statement should give the names of any witnesses that observed the incident. The sports director then will perform a preliminary investigation and make a recommendation to the AAA Executive Board.
11. I understand that my child will be placed into a draft and may be selected to play on any team in his/her age group. AAA cannot and will not guarantee any participant the right to be placed on any given team.



How to Handle Issues and Concerns

When a parent has a complaint, the following procedure should be followed to attain resolution:

Step 1

Communicate the problem to the Head Coach.

Attempt to come to a resolution. In order for there to be resolution, no complaint should ever be communicated without a proposed solution accompanying it. Pick a time that is appropriate to talk calmly, privately, and candidly with the coach. The coach or parent may, however, ask one other parent or coach to join the conversation as a witness. Please keep in mind that due to the emotional aspects prior to and immediately following a game, this is *NOT* an appropriate time to have an objective conversation with the coach regarding any problems or issues you may have.

Step 2

If the problem cannot be worked out with the coach, the parent/coach needs to communicate the issue to the age group coordinator. The Team Mom or Head Coach will have their contact information.

Step 3

In the event the problem has not been resolved the parent can contact either of the AAA Football Directors. The problem must be submitted in writing with the results from steps 1 and steps 2 documented. The AAA Football Directors will NOT address any issue until steps 1 and steps 2 have been completed and the results documented in writing.

AAA reserves the right to refuse any child based on history of non-conforming to established rules abide by all AAA and GFL rules.

The AAA Football Board will make every attempt to resolve all matters, as they deem fit or necessary.

The AAA Football Board's decision is final on all matters relating to AAA Football.

THE HEAD COACH WILL ONLY DISCUSS YOUR CHILD

Registration

The AAA football registration fee is \$290.00 and due at the two walkup registration periods or online at www.playAAAsports.com. The \$290.00 registration fee includes each Child's \$50.00 Spirit fee. This is payable by Visa, MasterCard, Check or Money Order. There is a \$70.00 late registration fee due after June 7, 2014. The registration fee is NON-REFUNDABLE. As mandated by Gwinnett County Parks and Recreation Department, and additional \$90.00 will be assessed for families that live outside Gwinnett County.

The registration dates are March 26 and June 7, 2014. Each registration will be located at Archer High School. The registration times are from 10:00AM – 2:00PM. Uniform sizing will be performed at each registration.

The following items are included in the registration fee:

- Primary Game Jersey
- Secondary Game Jersey/Practice Jersey
- Game Pants
- Last Name on Primary Jersey
- Archer Logo (Stripe on Helmet)
- Admission for *Youth Night* at Archer High School
- Participation Trophy
- Supplemental Insurance Policy



Insurance

Included in the registration fee is a supplemental insurance policy provided through GFL and AAA. Please note that this insurance is supplemental – your insurance is the primary insurance for any injury. The supplemental insurance *may* help with some cost that your primary coverage may not address. AAA offers no guarantees of coverage, as those decisions are made by the actual carrier. Complete details are available. If you have any questions regarding this policy, please contact the AAA Treasure or either Football Director.

Physicals

Each football player is required to have a physical examination prior to player evaluation on July 23 & 24, 2014. All physicals must be documented on the GFL physical form. This form can be filled out by your physician and turned in at signups. The forms will be kept on file by the Team Mom. If your child receives a physical from your family physician, it must be presented to AAA before July 23, 2014. GFL physical forms can be found online at www.playAAAsports.com in the football section.

Birth Certificates

Per GFL rules, to verify a player's age, we are required to have a copy of the player's birth certificate ***with a raised seal*** or a valid passport before they are able to participate. Birth Certificates will be verified and copied during the registration process and kept on file. Any player without a birth certificate or passport on file with AAA **WILL NOT BE ABLE TO PARTICIPATE IN ANY AAA EVENT/PRACTICE UNTIL A BIRTH CERTIFICATE IS ON FILE.**

Evaluations

You will be called prior to evaluations with the exact evaluation time for your child's age group. If you do not receive a call prior to this please check the AAA website for instruction and important *Dates and Times for Tryouts*. In order for a player to be evaluated and selected in the draft they must attend both nights of the evaluations. Players who do not attend the evaluation sessions will be assigned to a team via hat pick.

Uniforms

AAA provides each player with one game jersey, one secondary game jersey, one pair of pants and decals for the helmet. Uniform sizing will be available at each sign up. The uniforms will consist of colors representing the Archer Athletic Association. It is requested that the primary game uniform (red in color) be worn for games only as the white or secondary jersey is to be worn at practice every day.

JERSEYS

Each player will receive the jersey size specified during their registration. During registration players will select **Two** number preferences in priority order. Upon selection to a team, the Head Coach will assign the numbers selected to the players in priority order. **The determination of which player receives which number is at the head coaches discretion.**

PANTS

Each player will receive one pair of game pants in the size specified during their registration. If a player is not fitted during registration, they must go to Titan Sports no later than July 25, 2014 for sizing. Game uniforms are for games only.

PADS

AAA football does NOT provide shoulder pads, pant pads, helmet, cleats or practice uniforms. Each player must provide these items. Each of the items mentioned are available at most sporting good stores. All helmets must be *solid Silver* with a Silver facemask and Red chin strap with Red Mouth piece. All Stripes and stickers will be provided by AAA. Listed below is an approximate cost for items mentioned:

Shoulder pads	\$25 – 100 (new)
Cleats	\$25 – 100 (new)
Practice Pants & pads	\$25 – 50 (new)
Helmet	\$ 70 – 125 (new)

Practice

Football practice begins on Monday, July 28, 2014. The first three practices are conducted in shorts, tee shirts and helmets. A player **must** practice three days in shorts prior to practicing in full pads. Practice will be two hours M-F the first two weeks of the season, with the first full pad practice on Thursday August 1, 2014. Once school begins, practices will be held three days a week, typically Monday, Tuesday, and Thursday for 1½ hour each practice. The six year old teams will practice two days a week, typically on Tuesday and Thursday for 1½ hours each practice.

Once your child has been selected to a team, the coach will contact you to let you know which team he has been selected to, what time practice will begin and where practice will be. In the event of inclement weather your coach or team mom will contact you to inform you if practice has been cancelled, delayed or rescheduled.

Practices are **NOT** optional. Timely and regular attendance at practice is crucial to the success of the player's team and may have a direct influence on playing time. Players should drink plenty of water and/or sport drinks on practice days. While water is provided at each practice, it is recommended that each player bring water or sport drink to practice.



Additional Expense

AAA wants to provide each person with an idea of the additional expense that may be incurred during the football season. The information and amounts below is for information purposes only and may not be exact.

Pictures

Team and individual pictures are available for purchase ranging from \$20.00 - \$ 55.00 depending on the package you select.

Equipment

Shoulder pads	\$25 – 100 (new)
Cleats	\$25 – 100 (new)
Practice Pants & pads	\$25 – 50 (new)
Helmet	\$ 70 – 125 (new)

Activity Fee

Each team will collect an activity fee of up to \$50.00 per player to cover the cost of pep rally's, and end of year team banquet, and player gifts. Eight Grade teams may collect an activity fee of up to \$75.00 per player. This fee is included in with the \$290.00 registration fee!

Banquet Meal

While each player's meal is covered, additional family members must purchase their meal. The usually range from \$6.00 - \$12.00 per person.



Football Contacts

Mark Craven – Football Director

Chilli Mills – Co-Asst. Football Director

AAA Football Board

Gina Herron

Richard Pryor

Shanna Scruggs

Cedric McGee

