

LITTLETON PARKS AND RECREATION

YOUTH BASKETBALL MANUAL

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Introduction

This manual is designed for the specific use of the Littleton Parks and Recreation Department youth basketball coaches. It is our hope that the philosophy of the Littleton Parks and Recreation youth basketball program will be respected by our coaches, participants, parents, and patrons. Every coach should strive toward the goals of the program by meeting the objectives and following the coaching guidelines. As a coach within the Department, you are accepting the responsibilities for yourself and your team. The rules for the youth basketball program are listed in this manual for your convenience. After reviewing the document, if you have questions, please contact the Parks and Recreation Department Program Coordinator.

Philosophy

All participants are urged to do their best while experiencing a sense of competition throughout the season. Winning has its place, but it must be met with the ability to allow kids to develop and utilize their skills. All players should have equal playing time in all games. Attendance, attitude, and effort are factors that impact a player's allotted playing time. A player shall never miss the opportunity to play during a game on the basis of skill or ability. As you coach within our Department, please keep in mind the philosophy of our youth basketball program.

As a coach you may encounter interactions with parents who have youth in the program. It is not a coach's responsibility to feel as though they need to address questions or concerns from parents or spectators. Please direct all questions or concerns to the Parks and Recreation Director at your earliest convenience.

Objectives

- I. Further develop skills learned at the lower level.
- II. Teach more advanced concepts and team play.
- III. Guide the players in selecting positions in which they feel comfortable, while still permitted the alteration of positions if desired.
- IV. Influence positive sportsmanship as the competition level increases.

- V. The programs are for the players and not the adults involved in the league. Keep in mind the player's emotional and physical wellbeing over the desire of winning.

Coaching Goals

The main goal of a coach within the Department is to give each individual the opportunity to play basketball in a friendly and professional atmosphere while providing a high quality program and instruction. Since competition will start to arise throughout the season, coaches are expected to help their participants build a sense of positive sportsmanship for other players in the league while maintaining enjoyable learning experiences. All coaches should review and utilize the coaching objective as outlined below.

Coaching Objectives

- I. Allow participants to develop the basic skills and techniques used in the sport of basketball.
- II. Allow participants to develop an understanding of the rules and regulations surrounding the sport of basketball.
- III. Use positive reinforcement to help participants develop and progress their skills.
- IV. Ensure equal playing time of all participants.
- V. Ensure the safety of all the participants and document any illness or injury that occurs under the supervision of a coach.
- VI. Help participants develop character, sportsmanship, and positive social skills.
- VII. Encourage your participants, coaches, and spectators to have fun.

Coaching Responsibilities

- I. All coaches must be present at all scheduled practices and/or games. If a coach is unable to be in attendance, it is their own responsibility to find a qualified individual to take their spot if requested by the other coach.
- II. All coaches must arrive no later than 10 minutes before the practice start time and are mandated to stay until the last child is picked up at the end of practice.
- III. A contact form of players and their emergency contacts will be provided to all coaches by Parks and Recreation. It is the coaches responsibility to call a parent if their child is in need of assistance that they can not accommodate.
- IV. If a child endures an injury or illness under the supervision of a coach, the coach must document all necessary information with an "incident report" and notify Parks and Recreation.
- V. Prior to the start of any practice or game, coaches are expected to make sure all players are properly equipped prior to starting, this includes ensuring all players remove all jewelry. If a child is unprepared, coaches may delay their playing time until they are safely equipped for play. If this becomes a common practice, coaches should reach out to Parks and Recreation with specifics so they can notify the proper parent/guardian.

- VI. As a coach you are responsible for ensuring that you have instructed participants on the rules of the game and proper technique to the best of your coaching ability.
- VII. All coaches must demonstrate understandable and appropriate language when coaching or spectating. Please remember when you coach for the Department, you are a direct reflection of our programs.
- VIII. All participants must have an equal amount of playing time. If for some reason a player loses the privilege to play due to sportsmanship, attitude, or attendance, the coach must communicate that to the Department as soon as possible. If a parent needs to be spoken to about any of the above, Parks and Recreation will be responsible for fielding those conversations.
- IX. Safety is one of our main priorities, so as a coach it is your responsibility to provide a safe practice environment for all participants. If the facility you practice at poses a safety threat, please notify the Department as soon as possible.

Coach and Parent Information

Practices:

Parks and Recreation will reserve and schedule in-house practices for each team, taking into account coach preferences if needed. Practices will be held between the hours of 5:00PM-7:30PM during the school week. The specific times of your practice will be outlined on a calendar prior to the start of the season. In general, each team, aside from k-2, will practice 2-3 times a week during the in-house season. These practices are designed to develop and improve players skills to prepare them for future play.

Travel team schedules will vary week to week depending on the games.

If, for some reason, you would like to practice at the Daisy Bronson Middle School gym, please coordinate that usage request with Judi Hazlette (jhazlette@littletonschools.org). Please be advised that you can only have up to 3 practices a week. You may substitute one of your practice times or days with a practice at the DBMS, if approved, but you can not add in another practice. In the event that you do get approved for usage at the DBMS gym, your practice cannot exceed more than an hour and 15 minutes or go past 7:45PM on a school night. All changes in practices must be communicated with Parks and Recreation and to the individual parents.

Weather:

In the event of inclement weather, the Parks and Recreation Director reserves the right to notify coaches of a cancellation prior to that start of a practice or game. **If school or afterschool activities are canceled, all in-house practices/travel games are also canceled.** Game makeups are at the discretion of the Parks and Recreation Department, but rescheduling canceled practices is left up to the coaches. **If the Department makes the executive decision to cancel/postpone a**

game or practices due to inclement weather, regardless of the school district's decision, they observe the right to do so.

Teams:

Each team is required to have a minimum of 7 players and a maximum of 15 for the travel team. If for some reason there are more than 15 players registered for a single travel team, Parks and Recreation will be responsible for splitting the team on a first come first serve basis, and not on the basis of skill. For travel team and in-house, all players must play in each half of the game. Since kids will have multiple years of exposure once they are eligible for travel team, coaches should take into account the players' desires for positions while playing, but ensure that all participants play. **All players who wish to play travel team, MUST play in-house.**

Equipment:

Each player must come prepared for every practice or game. For travel team, each player will be assigned a uniform with a number that is placed on a roster for each tournament. Please make sure your players are wearing their jerseys. In the event that a player's uniform does not fit them comfortably, or it tears or stains, please reach out to the Department and we will be happy to get your player a new uniform! For both travel team and in-house, all types of sneakers are acceptable for play, although basketball sneakers may be more comfortable for some participants. Players cannot wear any type of jewelry and must remove any rings, necklaces, earrings, etc. prior to playing.

Conduct of Game:

Substitutes: coaches may substitute players at stop of play, end of a quarter, or in case of an injury.

Officials: our Department makes a great effort to find officials for all of our games. However, this is not always possible. If there is no official at the start of your game, coaches must officiate or find a parent to volunteer to officiate.

Players Code of Conduct

[Please note: Multiple offenses of unsportsmanlike behavior will jeopardize an athlete's ability to be on the team.]

- I. All athletes are expected to conduct themselves in a sportsmanlike manner, both as a player and as a spectator. Unsportsmanlike behavior directed towards another player, team, coach, official, or spectator will not be tolerated. Unsportsmanlike behaviors include but are not limited to swearing, physical altercations, yelling at others, obscene gestures, ect.
- II. Activities by individuals or teams that are meant to humiliate or embarrass other teammates, coaches, officials, or spectators will not be tolerated.
- III. Any player who receives two or more warnings from a coach or an official throughout the season for unsportsmanlike behavior will be required to forfeit their participation in basketball for the remainder of the season.
- IV. Any player who participates in a fight during a game or practice will be required to forfeit their participation in basketball for the remainder of the season.

Accident Procedures

Please follow the steps below in the event of a serious injury:

1. Assess the situation/injury (do not move the player if there is a potential neck or spinal injury)
2. Call the player's emergency contact on file and explain the situation. If a situation offers immediate medical assistance, call 911. Coaches are required to stay with the child until help arrives.
3. If a parent is unable to be contacted and there is a serious injury, call 911.
4. For any injuries, fill out an accident report and submit the report to the Department no later than 24 hours after the incident. Copies of incident reports will be given to all coaches with first-aid kits.

I certify that I have read the above information in its entirety and agree to uphold and represent all standards of the Littleton Parks and Recreation Youth Basketball Program.

Name: _____

Signature: _____

Date: _____

Individual Volunteer General Release

I, _____, a volunteer for the 2024/2025 Littleton Parks and Recreation Youth basketball League, for good and valuable consideration given by the Town of Littleton, receipt of which I hereby acknowledge, release and discharge the Town of Littleton and its officers and employees, their representatives, successors, and assigns from all causes of action, controversies, claims, or judgements, which I may now have or may hereafter have against said Town, its officers, and employees arising out of my own negligence while volunteering in the above stated program of the Town of Littleton.

IN WITNESS WHEREOF, I have executed this release on this day, _____, 2023.

Volunteer Print Name: _____

Volunteer Signature: _____

Email: _____

Phone: _____

Address: _____