



**Wachusett Youth Football
&
Cheer**

**Code of Conduct
and
Safety SOP**

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Introduction

The goal of Wachusett Youth Football & Cheer is to provide a structured and organized football and Cheer league for the youth of Wachusett area. The league strives to attain a positive atmosphere, with an emphasis on team play, development, and encouragement of positive values for all members.

This Safety and Code of Conduct manual will be distributed to all coaches and will be made available to all participants in the league, including players, parents and referees.

1.1 OBJECTIVE

To provide structured and organized football and cheer programs for the youth of the Wachusett Regional Towns. The league strives to attain a positive atmosphere, with an emphasis on team play, development, and encouragement of positive values for all members. In conjunction with such purposes, through the medium of a supervised football and cheerleading program is to seek to implant the ideals of good sportsmanship, honesty, loyalty, courage, scholarship and reverence, so that they may be finer, stronger, and happier youth who will grow to be good, healthy adults.

WYFC, Inc. is organized to develop and operate a football/cheerleading program in affiliation with PWLS, Inc. in conformity with and pursuant to the principles, rules and regulations enunciated by said PWLS, Inc. In conjunction with such purposes, the objective of this association, through the medium of a supervised competitive football and cheerleading program, guided and governed by the PWLS, Inc., is to seek to implant in the youth the communities of Wachusett Region Towns (regardless of race, creed, religion, or national origin) the ideals of good sportsmanship, honesty, loyalty, courage, scholarship and reverence, so that they may be finer, stronger, and happier youth who will grow to be good, healthy adults.

1.2 CODE OF ETHICS

The League is not only concerned with the development of all involved with the program, but is also concerned with providing a safe environment for all participants. Wachusett Youth Football and Cheer is affiliated with both Pop Warner Little Scholars, inc and the National Alliance for Youth Sports. The majority of our head coaches are now certified with one of these national organizations, that have trained over two million youth sports coaches on behavior and safety areas in youth sports. All of our coaches are following a coach's code of ethics. Please read the coaches code of ethics in Section 8.2.

2.0 Safety Responsibilities

In order for children to reap the benefits of sports participation, Wachusett Youth Football & Cheer believes that children must be provided with a positive

introduction to youth sports. Administrators, coaches, and game officials must be well trained in their roles and responsibilities. Parents must complete an orientation program to understand the important impact sports have on their child's development. Youth sports programs must be conducted in accordance with the Recommendations for Communities.

2.1 COACHES

It is mandatory that our head coaches participate in a training program with NAYS or Pop Warner dependent on segment of the Association. . The course covers conduct that it conducive to a healthy sports environment for all participants. It provides a basic understanding of first aid, and gives coaches a guideline on how to deal with different situations that can arise on and around the playing field.

All coaches will also go through a Massachusetts Criminal Background Check, submit a volunteer Application, and supply the league with a copy of identification

2.2 COACHES CORI POLICY

WACHUSETT YOUTH FOOTBALL & CHEER CORI POLICY

Where Criminal Offender Record Information (CORI) checks are part of a general background check for employment, volunteer work or licensing purposes, the following practices and procedures will generally be followed.

I. CORI checks will only be conducted as authorized by CHSB. All applicants will be notified that a CORI check will be conducted. If requested, the applicant will be provided with a copy of the CORI policy.

II. An informed review of a criminal record requires adequate training. Accordingly, all personnel authorized to review CORI in the decision-making process will be thoroughly familiar with the educational materials made available by CHSB.

III. Unless otherwise provided by law, a criminal record will not automatically disqualify an applicant. Rather, determinations of suitability based on CORI checks will be made consistent with this policy and any applicable law or regulations.

IV. If a criminal record is received from CHSB, the authorized individual will closely compare the record provided by CHSB with the information on the CORI request form and any other identifying information provided by the applicant, to ensure the record relates to the applicant.

V. If Wachusett Youth Football & Cheer is inclined to make an adverse decision based on the results of the CORI check, the applicant will be notified immediately. The applicant shall be provided with a copy of the criminal record and the organization's CORI policy.

VI. Applicants challenging the accuracy of the policy shall be provided a copy of CHSB's Information Concerning the Process in Correcting a Criminal Record. If the CORI record provided does not exactly match the identification information provided by the applicant, Wachusett Youth Football & Cheer will make a determination based on a comparison of the CORI record and documents provided by the applicant. Wachusett Youth Football & Cheer may contact CHSB and request a detailed search consistent with CHSB policy.

VII. Unless otherwise provided by law, factors considered in determining suitability may include, but not be limited to the following:

- (a) Relevance of the crime to the position sought;
- (b) The nature of the work to be performed;
- (c) Time since the conviction;
- (d) Age of the candidate at the time of the offense;
- (e) Seriousness and specific circumstances of the offense;
- (f) The number of offenses;
- (g) Whether the applicant has pending charges;
- (h) Any relevant evidence of rehabilitation or lack thereof;
- (i) Any other relevant information, including information submitted by the candidate or requested by the hiring authority.

VIII. Wachusett Youth Football & Cheer will notify the applicant of the decision and the basis of the decision in a timely manner.

2.2 PLAYERS

The children participating in the Association will be provided with not only a fundamental knowledge of the game or sport, but will also be expected to display courtesy and sportsmanship to all involved. The safety of all players involved is more important than the winning on the field as well as a code of conduct that the players are expected to follow:

- a) Be on time for all games and practices
- b) Show respect for coaches and officials
- c) Show respect for teammates and opponents
- d) There will be no obscene yelling or swearing during practices and games
- e) Be positive
- f) Be cooperative

2.3 PARENTS

As a parent, you are the most important role model for your child. The way that you act on the sidelines will directly impact the performance of the players. It is not necessary to impose any additional pressure on the children on the field.

Parents will be expected to sign a Parent Code of Conduct Form prior to allowing their child to participate in the Wachusett Youth Football & Cheer programs.

2.4 GENERAL CONDUCT EXPECTATIONS

- a) Treat others as you would like to be treated
- b) No profanity around fields of play
- c) No drugs or alcohol in the vicinity of play
- d) After the use of the field: player's, parents and coaches are expected to clean the area of trash
- e) Players and spectators should be aware of their surroundings. Pay attention to the actions on and around the field of play

3.0 First Aid Guidelines

3.1 FIRST AID INTRODUCTION

Child safety is a primary concern for all coaches, trainers and parents. The general guidance to all is in the event of an injury, to provide the immediate care necessary in order to safely get that player or participant to proper medical attention.

In the case of the tackle football program EMTs will be present at every game and they will assume responsibility for emergency care from any coach 1st responders on the scene.

Parent intervention is critical after 1st responder and or EMT aid is rendered.

After an injury, proper medical clearance must be obtained by the player's parents prior to the player being allowed to participate. This clearance must be provided to the Head coach. In the case of minor injuries this may be left to the parents to provide permission to return to play or participation.

3.2 FIRST AID KIT

All coaches will be provided with a first aid kit prior to the start of the season. Coaches are expected to have the first aid kit at all practices and games. The first aid kit will consist of cold packs, band aids, elastic bandages and supplies to treat blisters, pulled muscles, bleeding and sprains.

3.2 AEDS

The Association is currently deploying AEDs and will make an effort to provide these devices wherever possible.

3.3 PROPER WARM-UPS

Coaches will provide time before each practice and game to enable the players to stretch and warm up properly prior to the game and cool down as necessary after participation in order to prevent injuries and promote healthy participation.

Suggested stretches include:

- Heel Cord stretches
- Head and Neck Circles
- Lower Back Stretches
- Shoulder Stretches
- Thigh Stretches
- Calf Stretches

3.4 HYDRATION

Hydration before, during and after exercise is important for preadolescent children because they have special fluid needs compared to adults and teenagers. As a parent and or a coach, it is important to make sure that children are drinking enough fluids.

General Guidelines:

Ages 6-12

Before Sports

1 to 2 hours before sports: 4 to 8 oz of cold water

10 to 15 minutes before sports: 4 to 8 oz of cold water

During Sports

Every 20 minutes: 5 to 9 oz of a sports drink depending on weight

After Sports

Within 2 hours: At least 24 oz of a sports drink for every lb of weight loss

Ages 13-18

Before Sports

1 to 2 hours before sports: 8-16 oz of cold water

10 to 15 minutes before sports: 8 to 12 oz of cold water

During Sports

Every 20 minutes: between 5 and 10 oz of sports drink depending on weight

After Sports

Within 2 hours: at least 24 oz of a sports drink for every lb of weight loss

4.0 Contact Information

4.1 POLICE AND EMERGENCY PHONE NUMBERS

Police & Fire Departments 911

Provide the department information regarding the number of injuries and a brief description of the injuries, stay calm and remain on the phone until an ambulance or police office has arrived on scene

5.0 Accident Reporting

5.1 PROCEDURES

Coaches and parents should report any incidents that cause harm, and require medical attention to any participants in the Wachusett Football & Cheer Association through the Head coach for that team. If an individual seeks help from a medical professional, the incident should be reported.

Coaches should report all injuries regardless of severity to the VP for their respective segment of the Association or the Association Safety Officer.

5.2 WHEN TO REPORT

All incidents requiring medical attention should be reported within 48 hours to the Safety Officer.

WACHUSETT YOUTH FOOTBALL & CHEER FIRST AID POLICY FOR COACHES

In the event that a child may require medical attention during a Wachusett Youth Flag Football activity, all coaches shall adhere to the following First Aid Policy:

1. Assess the injury
2. If it is determined that medical attention is required, the coach will first call or locate the parent or guardian of the child at the field. If that individual is not present and the injury is severe, 911 will be called.
3. Fill out the accident report form in the Safety and Code of Conduct Manual, and return it to the Association Safety Officer or VP for the segment within 48 hours of the accident.

VPs will report findings to Association President within 48 hours as well.

4. The League Safety Officer will contact the injured individual to follow up on the extent of the injury.

5.4 WACHUSETT YOUTH FOOTBALL & CHEER ACCIDENT REPORT FORM

Name of Individual Injured

Age of Injured Individual

Address of Injured Individual

Phone # of Injured Individual

Parent or Guardian
(If under 18 years old)

Contact Information of

Individual filing report
(If different)

Description of What Happened
To Cause The
Injury:

Location/Date/Time
Of Incident

Did the injured individual require medical attention Yes No

Signature of Person Filing out Report
& Date

Association Official Signature
& Date

5.5 SAFETY OFFICER

The Safety Officer will verify the information that was received, and may contact other witnesses or individuals present at the time of the injury. The Safety Officer will also contact the injured individual, and if necessary, advise the person, parent or guardian, of the league insurance information. Depending on the extent of the injury, the Safety Officer may follow up periodically with the person who was hurt.

6.0 Equipment

Players/participants will be issued the majority of the required protective equipment. Exceptions are items like mouth guards which the individual must obtain and maintain. Player/ participants are expected to have all required protective equipment with them at all practice and game sessions. Head coaches will enforce this as a matter of child safety.

Players/participants that are not properly equipped will not be allowed to participate until the proper protective equipment is obtained by the parents

7.0 Fields

7.1 FIELD LOCATIONS / INCLEMENT WEATHER

If inclement weather prevents teams from the ability to play a game, coaches and or league officials will determine a date to reschedule the game.

Inclement Weather includes visible lightning, and driving rain or snow. Association VPs will be responsible for calling off games prior to the events starting. If lightning or rain begins during the game, coaches will be responsible for stopping the game, and leaving the field of play.

When ever possible information regarding game or practice cancellations will be published via the Association website and email lists, However if there is a question regarding the status player's parents should contact their coaching staff.

Coaches will be informed by their respective segment VP if there is a cancellation and should contact their respective segment VP for guidance.

8.0 Codes of Conduct

8.1 COACH'S CODE OF CONDUCT

Wachusett Youth Football & Cheer Coach's Code of Conduct

All coaches, football and spirit participants will abide by a Code of Conduct, which includes the following provisions. If any of these rules are broken, the League shall have the authority to impose a penalty.

Coaches shall:

S1: Not smoke and/or use smokeless tobacco on the field.

S2: Not criticize players/spirit in front of spectators, but reserve constructive criticism for later, in private, or in front of team/squad members if others might benefit.

S3: Accept decisions of the game and judges on the field and in competitions as being fair and called to the best ability of said officials.

S4: Not criticize an opposing team, its players, spirit participants, coaches, or fans by word of mouth or by gesture.

S5: Emphasize that good athletes strive to be good students and that both are physically and mentally alert.

S6: Strive to make every football and spirit activity serve as a training ground for life, and a basis for good mental and physical health.

S7: Emphasize that winning is the result of good "teamwork."

S8: Not engage in excessive sideline coaching and shall not leave the bench area to shout instructions from the sidelines.

S9: Together with team officials, be jointly responsible for the conduct and control of the team fans and spectators. Any fan who becomes a nuisance and out of control will be asked to leave.

S10: Not use abusive or profane language at any time.

S11: Not "pile it on;" not encourage their team to get a commanding lead and raise the score as high as it can. In these instances, every effort shall be made to let all players play.

S12: Not receive any payment, in cash or kind, for services as a coach in Pop Warner Tackle of Flag football/Spirit. This includes any coach, expert, consultant or choreographer, regardless of his/her roster status.

S13: Not permit or encourage "sweating down" tactics in order for a player to make the team weight.

S14: Not recommend or distribute any medication, controlled or over the counter, except as specifically prescribed by the participant's physician.

S15: Not permit an ineligible player or spirit participant to participate in a game.

S16: Not deliberately incite unsportsmanlike conduct.

S17: Abstain from the possession and drinking of alcoholic beverages and the possession or use of any illegal substance on both the game and practice fields.

S18: Remove from a game or practice any participant when even slightly in doubt about his/her health, whether or not as a result of injury, until competent medical advice is available.

S19: Control their fans. Remember, as a team coach, you're responsible for your team, and fan reaction will probably be in step with your reaction.

S20: Uphold all rules and regulations, National and local, regarding Pop Warner Football, Cheerleading and Dance.

Name (Please Print): Date:

Signature: _____

8.2 PARENT CODE OF CONDUCT

As a member of the National Alliance for Youth Sports (NAYS), Wachusett Youth Football & Cheer encourages all parents to visit www.nays.org and become a member of the Parents Association for Youth Sports.

SPORT PARENT CODE OF CONDUCT

On September 23, 2000, more than thirty heads of Massachusetts' chapters of national sports and medical associations, educational organizations, and professional associations met at Children's Hospital in Boston to participate in a consensus meeting to develop a sport parent code of conduct for the state. The meeting was convened by the Massachusetts Governor's Committee on Physical Fitness and Sports and the National Youth Sports Safety Foundation, Inc.

The Wachusett Youth Football & Cheer has adopted this Sport Parent Code of Conduct for the safety of all participants in the Association.

* Preamble

The essential elements of character building and ethics in sports are embodied in the concept of sportsmanship and six core principles: trustworthiness, respect, responsibility, fairness, caring, and good citizenship. The highest potential of sports is achieved when competition reflects these "six pillars of character."

I therefore agree:

1. I will not force my child to participate in sports.
2. I will remember that children participate to have fun and that the game is for youth, not adults.
3. I will inform the coach of any physical disability or ailment that may affect the safety of my child or the safety of others.
4. I will learn the rules of the game and the policies of the league.
5. I (and my guests) will be a positive role model for my child and encourage sportsmanship by showing respect and courtesy, and by demonstrating positive support for all players, coaches, officials and spectators at every game, practice or other sporting event.
6. I (and my guests) will not engage in any kind of unsportsmanlike conduct with any official, coach, player, or parent such as booing and taunting; refusing to shake hands; or using profane language or gestures.
7. I will not encourage any behaviors or practices that would endanger the health and wellbeing of the athletes.
8. I will teach my child to play by the rules and to resolve conflicts without resorting to hostility or violence.
9. I will demand that my child treat other players, coaches, officials and spectators with respect regardless of race, creed, color, sex or ability.
10. I will teach my child that doing one's best is more important than winning, so that my child will never feel defeated by the outcome of a game or his/her performance.
11. I will praise my child for competing fairly and trying hard, and make my child feel like a winner every time.
12. I will never ridicule or yell at my child or other participant for making a mistake or losing a competition.
13. I will emphasize skill development and practices and how they benefit my child over winning. I will also de-emphasize games and competition in the lower age groups.
14. I will promote the emotional and physical well-being of the athletes ahead of any personal desire I may have for my child to win.

15. I will respect the officials and their authority during games and will never question, discuss, or confront coaches at the game field, and will take time to speak with coaches at an agreed upon time and place.
16. I will demand a sports environment for my child that is free from drugs, tobacco, and alcohol and I will refrain from their use at all sports events.
17. I will refrain from coaching my child or other players during games and practices, unless I am one of the official coaches of the team.

I also agree that if I fail to abide by the aforementioned rules and guidelines, I will be subject to disciplinary action that could include, but is not limited to the following:

- * Verbal warning by official, head coach, and/or head of league organization
- * Written warning
- * Parental game suspension with written documentation of incident kept on file by organizations involved
- * Game forfeit through the official or coach
- * Parental season suspension

Parent/Guardian Signature

9.0 Coaching Criteria

Providing the best possible coaching staff is a paramount importance to Wachusett Youth Football & Cheer. The following is a guideline of criteria used in helping select our Coaching staff. We are a volunteer organization that seeks to provide the best coaching available. There are times when all of these criteria cannot be met. That is why we provide coaching clinics, and mentorship programs with other coaches in the Association.

New Head Coaches and/or Present Coaches to Meet the Following Guidelines:

- a)** Coached in a league in previous year(s) Min. 2yrs experience. The Coach must adhere to the Association's Mission Statement and Objective.
- b)** Appropriate behavior toward players, parents, referees, and the league in general is paramount. Inappropriate actions will not be tolerated, and will be cause for dismissal from coaching in the League.
- c)** Previous youth coaching experience and/or Football or Cheer playing/participant experience preferred.
- d)** Willingness to win and/or lose gracefully, and to teach this. Main objective of the league is for all players to enjoy playing football and participate in Cheer and allow the players to have fun. Teaching good sportsmanship, winning and comparable playing time, are also important objectives.
- e)** Commitment to the Association; willing to conduct practice a weekly and lead the team at all games. If attendance is a problem, alternate arrangements must be made prior to the game.
- f)** Willingness to attend coaches training, as required.
- g)** The Associations Vice Presidents, will evaluate the coaches from year to year, and provide feedback to the Coach. Therefore, he/she must have the willingness to work on skills and techniques for coaching.
- h)** All Assistant coaches signing up to coach, do so with the following knowledge;
- i)** You agree & understand and follow Association policy.

The Association hopes for you to move onto a Head Coaching position within 2-3 yrs, as vacancies permit.