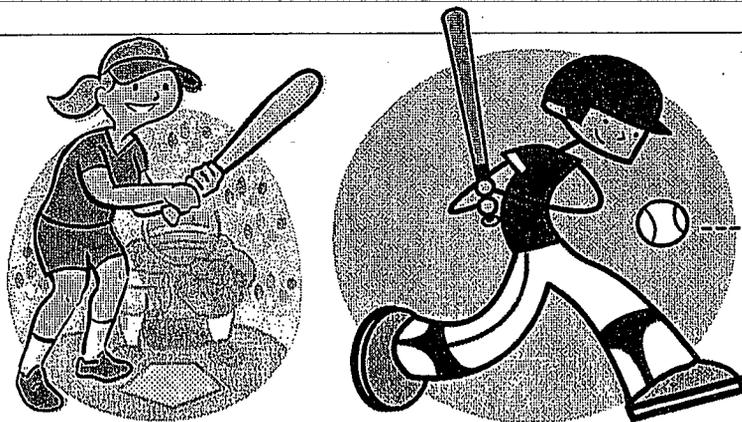


# Fair Haven Youth League Baseball

## Softball



Many Thanks to our Volunteer Coaches, Assistant Coaches, & Bookkeepers!

Youth League Commissioners:

Baseball: Matt Misencik (265-

3531) Softball: Tara Buxton (779-1745) 2. YOUTH

LEAGUE BASEBALL / SOFTBALL



**Fair Haven Recreation Department**  
**Organization and Management**  
as of March 2010

The Program Director is an employee of the town and, as such, reports to the Town Manager. The Recreation Committee is comprised of volunteers, appointed by the town, to assist and work with the Program Director.

**Hiring:** The Recreation Committee will assist the town with regard to hiring the Program Director by reviewing applications, interviewing applicants, and making a recommendation.

**Budget:** The Recreation Committee and the Program Director will work together to prepare and review the annual budget. The Town Manager is responsible for addressing salary issues, raise requests, and cost of living issues that need to be addressed in the budget. The Town Manager may seek input from the Recreation Committee when making salary determination.

**Performance:** The Director Job Description will be amended as needed, upon the joint recommendation of the Recreation Committee and the Program Director, with approval from the Town Manager and the Select Board. The Recreation Committee will monitor the Program Director's adherence to the Job Description. If the Recreation Committee receives a complaint or has a concern, the matter will be discussed between the Recreation Committee and the Program Director in executive session. If there are no resolutions to the identified issue, the Program Director and the Recreation Committee Chair will report to the Town Manager.

**Program Issues:** Program issues will be discussed with the Recreation Committee as they arise. There will be adherence to the Chain of Command identified in the Fair Haven Recreation Department Handbook.

**Child Safety:** The Program Director will keep a log book regarding all issues involving child safety or injuries, or inappropriate sexual behavior, or incidents of violence that occur during any program offered by the Fair Haven Recreation Department. For the sake of confidentiality, family and child names will not be used (initials are ok). This is done to maintain accurate documentation of dates, times, and incidents in the event a parent has a question, or the issues rises up at a later date. In the event of a serious safety breach or issue, the Program Director will notify the Town Manager and the Recreation Committee Chair with in 48 hours.

**Confidentiality:** Names of children will be avoided during Recreation Committee meetings and when receiving reports from the Program Director. However, if the Program Director determines that a child will be removed from the program, or should not be allowed to attend the program due to significant safety concerns, the child's name will either be shared with the Recreation Committee in executive session (to ensure confidentiality), or shared with the Town Manager. This is important because if the

Program Director leaves the position, there must be a way to get this information to the new director; we need to avoid allowing a known, identified safety risk into the program where a child could be victimized by our own failure to communicate, (this is my view, not meant to be anyone else's view . . . but the above situation could result in harm to a child, and could be a law suit that should have been avoidable).

### Registration

Registration forms are sent home with students from school, or can be requested from the director. All players must be 5 years old prior to the first game — no exceptions. (You may be asked to provide birth certificates to resolve age discrepancies.) All registrations must be turned in during the registration period. Placement will be first come first serve until all teams are full. Exception: we will make every attempt to place new arrivals.

### Cost

Registration is \$10. There is a family plan for parents with more than one child (\$10 for first child, and \$5 each additional child). Babe Ruth league is \$20.

### Refund Policy

No refunds will be issued.

### Physicals

Physicals are recommended. Children who are ill should not attend practice; coaches have discretion to bench (during practice or games) players who appear ill. For children with chronic health issues, please note these conditions on the registration form and discuss it with the coach. It is the parent's responsibility to ensure that children with chronic conditions (such as asthma or allergies) bring inhalers, epi-pens, or other necessary medications to each and every practice and game. Coaches have discretion to bench players solely for not having their medical supplies (such as: inhaler). Coaches have discretion to bench players who appear symptomatic.

### Safety Issues

All safety-equipment required for a specific sport must be used. Safety equipment will be worn at all practices and games. Parents are responsible for ensuring that children who wear glasses are using appropriate safety lenses or other protective gear. Children with injuries must be cleared by a physician prior to resuming play. A copy of the physicians clearance will be provided to the Coach.

### Team Selection

Within each league, coaches will get their returning players. Coaches are allowed to select their first assistant coach prior to team selection, and the child of the first assistant coach will be on that team. New players will "go into the hat" to be selected. Teams with the least number of players will select new players first. If the player numbers require that a team be added or deleted, then ALL players will go "back into the hat" and teams will be re-selected, with the exception of the children of the coach and the first assistant coach.

### Playing Up

No child will play outside of their league division. (No "playing up.")

### Must Play Rule

League rules mandate that every eligible player will play in the field at least 2 innings (6 outs) and will bat at least once prior to the 6th inning. Coaches should offer opportunities, at least in practice, for players to try other positions to facilitate skill development and better understanding of the game.

### Player Disciplinary Policy

This policy was created to ensure a positive sports program experience for everyone. The following is a list of some, but not all, of the actions that will not be tolerated. Please review with your child so everyone understands what is expected.

1. Tobacco, drugs or alcohol: Removal from the league
2. Fighting / Intent to injure: Automatic ejection and 2 game suspension
3. Profanity: Automatic ejection and 2 game suspension
4. Unsportsmanlike behavior: ejection and 2 game suspension
5. Throwing equipment: Automatic ejection and 2 game suspension
6. Leaving the playing area without permission: Coaches discretion
7. Talking back or arguing with an official: Official's discretion during game, and Coach's discretion regarding possible suspension in future game
8. Talking back or arguing with Coaches (practice or game): Coaches discretion

If a player is ejected from a game by an official or staff, and a suspension is issued, it will be served at the next 2 scheduled games. Listed below are the minimum actions that will be taken in the event the rules are not followed:

1<sup>st</sup> Incident: Conference with player and parent

2<sup>nd</sup> Incident: 2 game suspension.

3<sup>rd</sup> Incident: Dismissal from the league.

### Coaching Concerns

Please follow our chain of command if you have any concerns regarding coaching issues. Commissioners will apply disciplinary actions as deemed necessary.

### Field/Facility Maintenance

All teams are responsible for cleaning up after themselves. This means cleaning the dugouts and picking up litter after every practice and game. For games, the home team is responsible for raking and lining the field.

### Equipment

The Fair Haven Recreation Department provides equipment for teams with the exception of personal protective gear. The Head Coach signs out equipment, and is responsible for the return of equipment at the end of the sports season. All equipment will be returned together no later than two weeks following the last game. "All Star" and "Traveling Teams" must make arrangements with the Director for use of equipment.

## **PROGRAM INFORMATION:**

In order for the sports program to be fun, safe, and effective, there are several items parents and volunteers must know. Our youth leagues cannot be successful without the help of our parents and volunteers, and we appreciate your involvement.

## VOLUNTEERS

- a) Coaches - Each team requires 1 head coach, 2 assistant coaches, and 1 bookkeeper. The coach is allowed to select his/her first assistant coach prior to team draft. The second assistant coach and the bookkeeper will be chosen after the team selection.

The Fair Haven Recreation Department will provide training at the start of every season. Attendance is mandatory for all head coaches each year, and is encouraged for all assistant coaches.

- b) Officials - Our officials are a very important aspect of our program. While paid, there are occasions where a community member volunteers to ump a game as needed. Please treat all umpires and officials with respect.
- c) Score Keepers — The "home team" will be the official score keeper.
- d) League Commissioners — Assist the director with league administration and organization; in charge of disciplinary rulings, ensure league by-laws are followed; assist in planning and organizing sports camps and clinics (player, coach, and/or officials); informs coaches and officials and parents of role; ensures proper preparations are made to fields prior to start of sports season; informs coaches of their responsibilities, (such as: taking care of equipment, field maintenance); resolves problems between coaches and/or players and/or officials and/or parents; assists in planning and coordination of tournament; ensures safety of players. Note: Commissioners cannot settle disputes or rule on issues involving their own team. If this situation occurs, the other commissioner will preside, and if the other commissioner is unavailable, the director will preside.
- e) Parent Volunteers — Coaches will occasionally ask for parent volunteers to assist in running the concession stand. Parents can choose to help on nights when their child's team is NOT competing. While not required, it is greatly appreciated when parents can help with the concession stand, which raises money needed to run our programs at a manageable cost to the participants.

*It is our goal to provide a positive playing experience for the youth of Fair Haven. If we all work together, we can achieve this goal. It is important that each parent and coach support the players by instilling a spirit of fun, strength of character, a sense of responsibility, a spirit of teamwork, and a healthy sense of competition.*

## PROGRAM POLICIES:

- 1) Ensure participation for all regardless of race, sex, religion, economic status, or ability.
- 2) The use of alcohol, illegal substances, or tobacco by parents, coaches, league administrators, spectators, youth, or game officials is prohibited at all youth sporting events.
- 3) Anyone exhibiting disruptive behavior will be asked to leave youth events.
- 4) All teams will have provisions for excused absences. Unexcused or excessive absenteeism from practices or games may impact playing time. All players will be held to the same standard.
- 5) Students suspended from school, or absent from school due to illness, will not be permitted to participate in practice or games that occur on the days of their suspension or absence from school.
- 6) Chain of Command: The Fair Haven Recreation Department wants to ensure that your child has a fun and successful experience in the youth sports program. It is important that if you or your child has a concern, you have a way to address that concern. The Chain of Command is as follows: Coach, Commissioners, Director, Recreation Committee. Please follow the chain of command so we can provide the best answer in the shortest amount of time.
- 7) All coaches, assistant coaches, and bookkeepers are volunteers.
- 8) Parents are responsible for providing or arranging transportation for their child/children to and from sporting events and activities. Please do not expect coaches to transport your children.
- 9) Youth with special needs are encouraged to participate in all programs when they can be reasonably accommodated. Parents must inform staff and coaches of the need and annotate it on the registration form.
- 10) All coaches and volunteers are supervised by the Director, with the assistance of the Commissioners.
- 10) These are the league breakdowns:
  - Kindergarten - Tee Ball
  - 1<sup>st</sup>—2<sup>nd</sup> Grade — Midget
  - 3<sup>rd</sup>—4<sup>th</sup> Grade — Minor
  - 5<sup>th</sup>—6<sup>th</sup> Grade — Major
  - 7<sup>th</sup>—8<sup>th</sup> Grade — Babe Ruth

## SOME HELPFUL INFORMATION

- a) Please remember to provide your children with water for every practice and game.
- b) Encourage your children to dress appropriately for the weather (ie: long sleeves if it is cool) and for practices (ie: no shorts in divisions that allow sliding).
- c) Parents should avoid coaching their children from the sidelines. Children will often listen to their parents first and disrupt what the Coach is trying to accomplish. If you feel your child doesn't understand something, or needs specific instruction, please speak with the Coach or the Assistant Coach privately at a practice, or privately after a game.

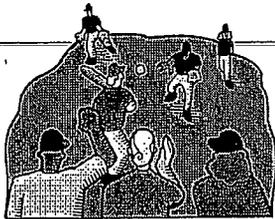
## CODE OF ETHICS

Players, parents, and coaches are asked to sign and understand the appropriate Code of Ethics forms. These codes are available for review during registration as well as in this manual. Coaches will review this with their teams during the first practice.

## ATTACHMENTS

Please review the information provided on the following attachments:

Code of Ethics for Players, Parents, and Coaches  
Youth League Rules



**To each player and parent,  
The Fair Haven Recreation Department  
Wishes you  
An enjoyable and successful season!**

Approved by the Board of Selectmen on April 14, 2010.

## PLAYERS' CODE OF ETHICS

- a. I will demonstrate good sportsmanship.
- b. I will encourage my teammates to demonstrate good sportsmanship.
- c. I will treat my coaches with respect. I will follow my coaches' instructions.
- d. I will treat officials with respect, even if I do not agree with a call.
- e. I will remember that this is a "team" sport and treat all players with respect.
- f. I will encourage and support my teammates in their efforts to develop their skills.
- g. I will attend every practice and game that is reasonably possible and will notify my coach if I cannot attend.
- h. I will come to practice prepared: water, proper cloths or uniform, hat, glove, and any other items I might need (for example, an inhaler if you have asthma).
- i. I understand that my teammates and I are learning and may make mistakes. I will use mistakes as an opportunity to improve my skills and to learn more about the game. I will not become angry with myself or another player who makes mistakes. I will not put myself down, nor tease another player who makes a mistake.
- j. I will thank my parents for supporting me and I will treat them with respect.

## PARENTS CODE OF ETHICS

- a. I will encourage good sportsmanship by demonstrating positive support for all players, coaches, and officials at every practice or game, even if I do not agree with decisions or calls.
- b. I will place the well being of my child ahead of any personal desire to win.
- c. I will speak privately with the coach if something bothers me or if I have a concern for my child. I will communicate with the coach in a respectful manner.
- d. I will follow the Chain of Command if I have problems or concerns.
- e. I will ensure that my child has transportation to and from practices and games.
- f. I will ensure that my child has water and any necessary medical items (ie: inhalers, epi-pens) with him/her at EVERY practice and game.
- g. I will not use drugs, alcohol, or tobacco before or during my attendance at a youth sport event.
- h. I will not "force" my child to play.
- i. I will not yell at my child if he/she makes a mistake during the practice or game.
- j. I will encourage my child to develop his/her abilities at his/her own pace. I will ask the coach for guidance on ways to assist my child in skill development.
- k. I will expect my child to follow the "Players' Code of Ethics."

## COACHES' CODE OF ETHICS

- a. I will place the emotional and physical well being of my players ahead of my desire to win.
- b. I will remember to treat each player as an individual, remember the large spread of emotional and physical development existing within the same age group.
- c. I will do my very best to provide a safe playing situation for my players.
- d. I promise to review and practice the necessary first aid principles needed to assist my players if they become injured.
- e. I will do my best to organize practices that are fun and challenging for all of my players, and will assist them with skill development.
- f. I will lead, by example, in demonstrating fair play and sportsmanship to all of my players
- g. I will ensure that I am knowledgeable in the rules of the sport and I will teach these rules to my players.
- h. I will uses coaching techniques appropriate for each of the skills that I teach.
- i. I will remember that I am a youth coach and the game is for the children, not the adults.
- j. I will create a learning environment based upon praise, not ridicule, for all players, and give them opportunities to develop their skills and abilities at their own pace.

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