



St. John the Baptist Youth Activities Committee

YAC Guidelines for Coaches and Assistant Coaches

Thank you for volunteering your talents and time to coach our children in their sports activities at St. John. In an effort to establish continuity and structure, the YAC Board has set up guidelines for you to follow. Any questions on these guidelines or items that are not covered here should be directed to one of the YAC Board Athletic Directors (AD).

1. A list of academically ineligible students will be provided to coaches following each 9-week grading period. A student is ineligible if he/she receives an "F" or a "4" in conduct. He/she may become eligible if this "F" or "4" is brought up by the next mid-term grade. Coaches will be notified by the AD and must comply with the terms of ineligibility.
2. Coaches must have a parent/team meeting at or before the first practice. Goals and objectives are to be presented in writing as well as requirements and qualifications for player participation. Handling and requirements for cuts are to be clearly defined. A copy of the YAC Policy and Procedures for Cuts is found on the St. John website (www.stjohnsfw.org) by clicking on Sports and then Athletic Forms.
3. Coaches must submit their proposed written materials to their AD in sufficient time for review and approval prior to this parent/team meeting. The AD and potentially the YAC Board Chair or other Board member assigned by the Chair will review.
4. A team roster must be submitted to the appropriate AD as soon as the team is determined.
5. Each coach is required to cooperate fully with and adhere to all YAC and CYO rules and regulations. Each head coach is required to attend the appropriate coaches meeting prior to the parent/team meeting.
6. Coaches are responsible to collect all YAC and CYO forms in a timely fashion and to return them to the appropriate AD. No player will be eligible to play if the AD determines that his/her paperwork is incomplete.

7. Coaches and Equipment Manager will be responsible for the issuing of uniforms and equipment as well as the collection of all the same. Collection must be complete two weeks after the final game or at the team party.
8. Athletic equipment and uniforms will be supplied by the YAC. All teams will wear the YAC approved uniform. All expenditures must be approved the YAC Board before purchase. Contact the equipment manager for any equipment concerns.
9. Coaches will treat their players fairly and respectfully, without use of profanity, verbal or physical abuse. Positive re-enforcement, encouragement and acknowledgement of good performance are expected. Winning is NOT always the primary objective. Good sportsmanship, cooperation and school pride are to be the evidence of growth and development in your team. Your performance in this area will be closely monitored.
10. The YAC policy for the 5th & 6th grade teams is to be a “non-cut” team with every athlete to have equal playing time in each regular season game or match. Each 7th and 8th grade athlete should have reasonably fair opportunity to play in each regular season game or match. The 7th & 8th grade teams are allowed to cut, but only if the cuts affect three or more players. It is up to the coach, using his/her criteria, whether or not there will be cuts in the 7th & 8th grade. If he/she elects for cuts, it will not be allowed without first notifying the YAC Board and receiving their approval and following the YAC Policy and Procedures for Cuts.
11. For 5th & 6th grade football, equal playing time is distributed between the 5th & 6th grade Thursday game and the Saturday game. 6th graders can be used in the Saturday game to get playing time / experience and to develop game situation skills. Notification of any 6th graders used in the Saturday game must be given to the coaches of the opposing team.
12. If an injury occurs during a practice or game, parents should be apprised of the injury and parents have the final say whether the injury will prevent further participation in the sport and when the player may continue play. Notify the YAC Board of any serious injury.
13. First Aid Bags are to be present at all games and practices. The Equipment Manager will supply and update these as needed. All coaches are to be familiar with “Universal Precautions” and the handling of any contaminants or bodily fluids.

14. Practices are of utmost importance and attendance is expected. It is the coach's responsibility to convey this to the players. Schedules will be determined at the Coaches Meeting with the Chairman, AD and Scheduling Director. Due to the limited amount of time available for practices, players are not to arrive in the PAC more than 15 minutes before their game/practice time so that the prior team may get the maximum benefit from their time slot without interruptions.

Practice limits for basketball and cheerleading:

- A. 5th & 6th grade: up to 2 practices and 1 game per school week
- B. 7th & 8th grade: up to 3 practices and 1 game per school week

Practice limits for football, soccer and track:

- C. 5th & 6th grade: up to 4 practices/games per school week
- D. 7th & 8th grade: up to 5 practices/games per school week

15. Coaches are held responsible for the condition of the PAC and are to make sure that it is left in order after every game/practice. No player will be allowed in the PAC without his/her coach and no coach may leave the PAC until all players have left.

16. Every effort will be made to allow student athletes to attend other extra curricular activities such as Boy/Girl Scouts or play/musical rehearsals as they are mandated.

17. End of season events for individual teams: 7th & 8th graders are given a Sports Banquet sponsored by the YAC in May. If coaches want to have an end of season party, they can recruit a parent volunteer during the parent meeting to organize the even securing of funds from the player's parents. 5th & 6th graders are given \$3 per athlete (via the coach) to go towards any recognition they choose (i.e. a party, certificate or trophy). Again, the coaches are encouraged to use the parent/team meeting as the forum to recruit a parent volunteer to organize and secure additional funds to cover any expenses exceeding the \$3 per athlete. THE AD HAS NAMES OR PARENTS WHO SIGNED THE VOLUNTEER SHEET AT THE BEGINNING OF THE SCHOOL YEAR.

18. Tournament fees outside a CYO year end tournament will be paid by the YAC up to \$150 per team per session. The coach must provide the YAC Treasurer with the information regarding the amount of the fee and where it should be sent.

19. If a coach does not abide by the YAC rules, a different coach will be found. If during the season, a coach disregards any YAC rule or any school eligibility rule, the YAC Board will remove that coach.
20. To keep communication open between the coaches and the YAC Board, coaches are encouraged to attend one YAC meeting during their respective seasons. Currently, these meetings are on the first Tuesday of the month at 7pm at the Providence House.
21. Adding any 4th graders to team rosters must be approved through the YAC Board.