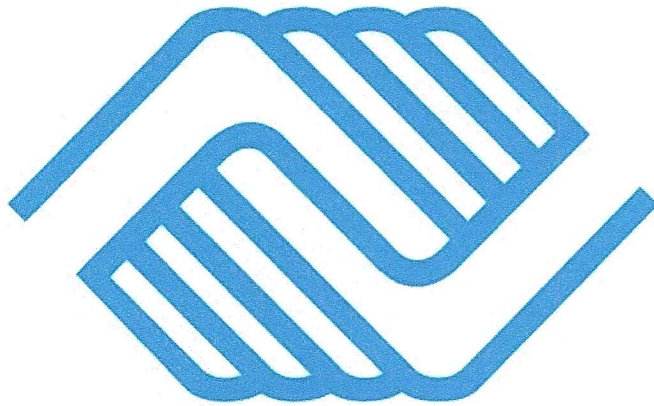


**BOYS & GIRLS CLUBS
OF LAREDO**



**COACHES
HANDBOOK**

INTRODUCTION

The purpose of this handbook is to provide a foundation from which your coaching profession can be developed. The guide includes a coaching philosophy that will be instrumental in developing an organized athletic program. Policies, responsibilities, ethical conduct, procedures and regulations will benefit both experienced and inexperienced coaches. This handbook has an immeasurable value in the execution of the Boys & Girls Clubs Athletic Program.

PHILOSOPHY FOR ATHLETICS

Boys & Girls Clubs of Laredo athletic program believes in the development of strong minds and bodies, superior moral standards and a sound ethical character related to the boys and girls of our community. Leadership, team concept, self-discipline and competitive skills should collaborate with academic achievements. The program should provide a variety of goals to enhance the development of positive habits and attitudes in athletics that will prepare our students for success in life.

PHILOSOPHY OF COACHING:

A. Communication with:

1. Coaches-emphasize communication with assistant coaches. They need to know what's expected and what you expect for them to do for you.
2. Parents
3. Players
4. Administration
5. Teaching Staff
6. Community

B. Enthusiasm

1. Leader's enthusiasm will carry over to:
 - a. Assistant Coaches
 - b. Players
 - c. Administration
 - d. Teachers
 - e. Community

C. Dedication

1. To players
2. Parents
3. To community

D. Sportsmanship

1. Priority in coaching
2. Respect - Expect it!
3. Self-discipline
4. Fairness

E. Organized Practices

1. Short and to the point
2. Write down practice organization
3. Coaches meetings – never play it by ear!

ATHLETIC PROGRAM

PURPOSE: The basic purpose of an athletic program and its operation is to help each student be or become the very best that he or she is capable of being. In order to accomplish this purpose, the coaches and directors of this program must work with the students and their parents to:

1. Contribute towards the well rounded maturity of the student-athlete academically, socially, physically and emotionally.
2. Develop an awareness of the vital importance that POSITIVE ATTITUDE plays in the success in any endeavor.
3. Encourage the student-athlete to achieve his or her greatest potential in academics.
4. Help the student-athlete become aware of expectations regarding manners, behavior, and general appearance.
5. Teach, develop, and exhibit high moral and ethical values.
6. Teach and practice the pursuit and practice of excellence in competition.
7. Aim to achieve high goals and be the very best he/she can possibly be.

ATHLETIC PROGRAM PARTICIPATION

It is the goal of this athletic program to offer the opportunity of participation of every student who has the desire to do so. Interscholastic athletics foster competition and cooperation, both ideas long prized in our American culture. It also represents an area of great potential for teaching dedication, perseverance, courage, poise, and for the pursuit of excellence; all these being ingredients in achieving a happy, successful life.

The rules, regulations, and standards set forth in this Athletic Handbook are designed to give each athlete a sense of responsibility and pride through membership in the athletic program whether they are on the playing field, in the classroom, in our community, or while visiting another city.

1. The athlete will strive for excellence in all of his/her activities while participating in the program.
2. The athlete will faithfully abide by the training rules set forth in the Handbook.

3. The athlete will personally notify his/her coach when he/she cannot attend practices, and will miss practice only under extreme circumstances.
4. The athlete will be responsible for the proper care of his/her practice and game uniforms.
5. The athlete will represent the school to the best of his/her ability.

COACHES RESPONSIBILITIES

1. **AGE VERIFICATION:**

Each volunteer coach must verify the age of each player by checking birth certificates and school records. If a team plays an over age player, said team will forfeit all games over age player played in. There is no excuse if you play an ineligible player.

2. **PLAYERS:**

All players must be from the same school. A younger player may play in a higher grade level, but an older player MAY NOT play in a lower grade/age level. Once a player plays in a game, he/she can not be promoted or demoted to another team.

INELIGIBLE PLAYER

Consist of an overage player, a player(s) from another school, a player(s) from a higher grade which is playing in a lower grade division. There is no excuse for a coach to use a ineligible player therefore, if a coach uses an ineligible player the team will forfeit all games the ineligible player played in. The COACH will be suspended for the remainder of the season and a twelve month period from the date of the violation is confirmed.

3. **ENTRY FEE:**

Entry fee is due before the first game.

4. **COACHES ADDRESSES AND TELEPHONE NUMBERS:**

Please return the coaches information sheet before first game. Throughout the season, we might need to get in touch with you to give you important information.

5. **TEAM ROSTER AND LIABILITY FORMS:**

Each player must be registered, before the first game or during the season. Changes can not be made once the team's regular season ends and the playoffs start.

6. **PRINCIPAL:**

The Boys & Girls Clubs of Laredo will work closely with the Schools' Principal. The school principal has the ability to hold a player(s) and /or a team out from participating in any B.G.C. League due to conflict with grades, disciplinary violation, etc.

7. **COACHES CONDUCT:**

Coaches are role models and therefore are not to use profanity in the presence of the athletes. Under no circumstances should a coach physically or verbally abuse of an athlete.

8. **GAME RULES:**

Please read the game rules given by Boys & Girls Clubs to each team and assist coach. Educate the PARENTS on the game rules.

9. **FUND RAISERS:**

Under NO CIRCUMSTANCES may you use the Boys & Girls Clubs of Laredo name in any fund-raiser.

10. **CHANGING GAMES:**

Do not change any games without consulting the Boys & Girls Club **FIRST**.

11. **INCLEMENT WEATHER:**

In case of bad weather, call the main office 723- 5223 for up-to-date information in reference to games. If your school district has no classes because of bad weather, games are postponed.

12. **ATHLETIC EQUIPMENT:**

It is the teams responsibility to bring their own equipment for pre-game warm-up.

13. **TRANSPORTATION:**

Parents are responsible for their child to attend practices and games.

14. **PROMOTE ACADEMICS:**

As a teacher/coach and a role model, you are expected to promote academics.

15. **VICTORY AND DEFEAT:**

Be humble in victory and courageous in defeat.

Boys & Girls Clubs of Laredo reserves the right to approve all coaches before and during the season.

EXECUTIVE DIRECTOR RESERVES THE RIGHT TO MAKE FINAL DECISIONS ON ALL MATTERS CONCERNING RULES AND REGULATIONS FOR THE BETTERMENT OF THE PLAYERS AND THE LEAGUE.

THE COACH

The function of the coach is to properly educate students through participation in interscholastic competition. The interscholastic program is designed to enhance academic achievement and should never interfere with opportunities for academic success.. Each child should be treated as though they were coaches' own and their welfare shall be uppermost at all times.

THE COACH must be aware that he or she has a tremendous influence, either good or bad, in the education of the student athlete and, thus, shall never place the value of winning above the value of instilling the highest desirable ideals of character.

THE COACH must constantly uphold the honor and dignity of the profession. In all personal contact with the student athlete, officials, athletic directors, school administrators, the state high school association, the media, and the public. The coach shall strive to set the example of the highest ethical and moral conduct.

THE COACH shall take an active role in the prevention of drugs, alcohol, and tobacco abuse and under no circumstances should authorize their use.

THE COACH shall promote the entire interscholastic program of the school and direct his or her program in harmony with the total school program.

THE COACH shall be thoroughly acquainted with the contest rules and is responsible for their interpretation to team members. The spirit and letter of rules should be regarded as mutual agreements. The coach shall not try to seek and advantage by circumvention of the spirit or letter of the rules.

COACHES shall actively use their influence to enhance sportsmanship by their spectators, working closely with cheerleaders, pep club sponsors, booster clubs, and administrators.

CONTEST OFFICIALS shall have the respect and support of the coach. The coach shall not indulge in conduct which will incite players or spectators against the officials. Public criticism of officials or players is unethical.

BEFORE AND AFTER CONTESTS rival coaches should meet and exchange friendly greetings to set the correct tone for the event.