

# **Nash County Parks and Recreation**

Updated for 04/08/2016



## **Coaches Manual**

### **Athletic Coordinators**

**Pie Burke (252) 462-2675**

**Thomas Gillespie (252) 462-2685**

**Matt Steele 252-462-2675**

**Cindy Ferguson 252-462-2447**

**Main Office (252) 462-2628**

# Table of Contents

<u>Description</u>	<u>Page Number</u>
Coaches Job Description	3
Coaches Code of Ethics	4
Coaches Responsibilities	5-7
10 Ways to Motivate your Athletes	8-9
10 Coaching Guidelines	9
Rights and Responsibilities in Youth Sports	10-13
Equipment for Each Sport	14-15
Regular Season Team Selection	16-17
All Star Selection Process	18
All Star Information	19
First Aid	20-21
Lightning Safety	22-24
Coaches Information Form	25
Background Check Form	

# **Job Description**

**Position Title:** Youth Athletic Volunteer Coach

**Reports To:** Recreation Coordinator

**Knowledge, Skills**

**Abilities required:**

(a) Knowledge of Youth Athletic, Rules and Regulations

(b) Posses strong leadership skills

(c) Ability to communicate with the Nash County Parks and Recreation Staff, coaches, parents and all the public involved in the program.

**The Role of Volunteer Staff Members:**

You have generously volunteered to assist with a youth sports program offered and conducted by the Parks and Recreation Department. The Department appreciates your willingness to help. As a volunteer staff member, it is imperative that you understand our expectations for this position, in effect, your job description. This begins with the explanation that these programs are designed to provide all participants with an opportunity for fun and success; an occasion for youngsters to improve their physical fitness, their social talents, and their attitudes towards exercise and sports while developing skills. These programs must be a positive learning experience for all children who wish to participate. You, therefore, are now a Teacher. As with all teachers, the expectations are demanding. If you are good at instructing sports skills and the children perceive you to be a fair person, they will respect you greatly. You have a wonderful opportunity to enrich their lives by setting an example of good sportsmanship and personal integrity. Your job is to instruct, guide, direct, and assist youngsters in developing skills and enjoying the sport; to help the youngsters grow, mature, and develop a healthy attitude toward recreation and sports; and to foster an atmosphere of mutual respect with the dignity and self-esteem of the children as the highest priority.

It is expected that you will provide safe, well-organized practice sessions (classes); that you will communicate constructively with the youngsters and their parents; that you will effectively teach the fundamental skills of your sport; that you will know and abide by all league rules; that you will respect game officials and provide a positive example of sportsmanship for your team; that you will properly care for all equipment and return it in good condition immediately after the season, and that you will remain drug, alcohol, and tobacco free at any and all activities involving your team and will assure that your assistants do the same. Teaching is a hard job. The children are watching all the time. We cannot let them down.

# Coaches Code of Ethics

Our program is designed to develop physical and social well-being. As well as teaching basic skills of athletics, we also strive to develop character, sportsmanship, and teamwork amongst our community's youth. The success of our program is not based upon wins and losses, but rather the development of our youth into mature and responsible young adults, who always demonstrate a good attitude and good character.

- I will always put the well-being of my players **first** above any personal desire including the desire to win.
- I will do my best to provide a safe and fun playing situation for my players including reporting all injuries and incidents to recreation staff
- I will **lead**, by example, and spend time at practice and before games explaining how to behave after a win or loss. Especially how to perform using good character, sportsmanship and teamwork
- I will not use alcohol and tobacco products when in contact with players and on County property.
- I will remember that I am a **youth coach**, and that **the game is for the children and not adults**
- As the coach, I will **respect and support the decisions** of the contest officials and recreation staff
- I will realize that I have a tremendous influence on the lives of young people and I will promote fun and try my best to improve their character which will help them off the court as well.
- We expect our coaches to handle all player behaviors appropriately, seeking out assistance from the recreation staff when necessary.
- We expect our coaches to treat all players equally and fairly.
- We expect our coaches to act professionally to all teams, coaches, parents, players, and officials.
- We expect our coaches to hold practices necessary to facilitate improvement and growth of our players in the sport.
- We expect our coaches to read and adhere to the **Physical & Verbal Altercation Policy**.
- We expect our coaches to be on time and prepared for every game.

**Coach's Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

# Coaches Responsibilities

## Helpful Hints for Successful Coaching:

- Call your players as soon as possible!
  - Provide each team member with the following:
    - Your name & phone number
    - Date & time of parent meeting
    - First practice date, time and location
- Conduct a parent meeting
- Coach's responsibility that the equipment remains in good and safe condition.
- To ensure their team is on time and ready to play.
- To make sure that you communicate with the Parks and Recreation staff on a weekly basis, informing them of anything important in relationship to your team and the league in which your team plays in.
- Learn all the kid's names on your team. (Give them Nicknames)
- Ask one of the parents to be an assistant coach to help fill in case you cannot attend.
- Have extra copies of practice/ game schedule and rules for the parents.
- Encourage parents to be prompt when dropping off and picking up kids.
- Recruit a team mom or dad to deal with things like snacks on game days.
- Establish team rules. Have the players assist in developing the team rules.
- Have FUN at practice.
- End each practice with a team cheer.
- Encourage players to bring water bottles to games and practices. (if allowed)
- Plan practices and ensure that all players participate.
- Remain at league site until **all** team members have left.
- Be to the field or gym site at least 15 minutes early if possible (or assign an assistant).
- Get to know each child's likes and dislikes. You can base your praise and reinforcement to their individual needs.
- Use mistakes as positive opportunities to learn rather than negative outcomes to dwell on.
- Whenever correcting a mistake, don't emphasize the bad effects of the mistake. Instead, point out the good things that will happen if the child follows instructions.
- Always be open to learn more about coaching. Remember, "If you're through learning, you're through."
- Always plan your practices. Unplanned practices often deteriorate into same old "favorite" drills of the coach.
- Try and make sure you give praise to each individual child during a practice.
- Always end practices and games on a positive note.
- When planning your practice, always think **FUN!!**

## Parents:

Parents are not allowed on the field or on the bench unless they are an assistant coach. Parents are under the same sportsmanlike conduct rules as the coaches and players are. Please encourage them to cheer and support **all** teams in a positive way. Parents like to be informed. Please clearly communicate information to them. Nash County Parks and Recreation requires you as a coach to have a coach-parent-player meeting. This meeting can take place at the Info Meeting or at the first practice. Here is a check list of what to go over:

- Introduce yourself and give parents your contact information.
- Explain your goals for this season.
- Have the team introduce themselves and introduce their parents.
- Discuss a calling tree.
- Distribute all practice and game schedules.
- Go over any rules you have as a coach.
- Establish rules as a team.
- Distribute and discuss league rules
- Address any concerns or questions they may have.
- Explain snacks.
- Provide the date and time for pictures.

**Hint:** Focus on the kids! This is their team, not their parent's team.

## Snacks:

The Parks and Recreation Department does not provide snacks after the game. A suggestion is the coach brings the first week, and then hands out a schedule for the rest of the season assigning a different family each week. Suggest healthy snacks vs. crackers and cookies.

## Team Rosters:

You will receive your team roster in e-mail or at a coaches meeting. Each roster will have participant name, age, birthdates, shirt size, parent/guardian names, phone numbers, and e-mail address and any special notes. If a phone number on your roster no longer works, please contact Parks and Recreation at 252-462-2675.

1. **This is sensitive information.** Please do not give out to anyone else.
2. Each manager is responsible for the eligibility of his team's players. **Use of an ineligible player shall result in forfeiture of the game(s) involved.**
3. Players are allowed to play on only one team in the same league during the season.
4. **Coaches cannot move/trade players.** The responsibility of moving players from team to team will be by the Recreation Coordinator.
5. Should it become necessary to add players to a team, the Recreation Program Supervisor will make the addition. **Coaches cannot add players to their rosters.**

## Waiting List:

- ❖ Players wishing to register after teams have been selected will be placed on a waiting list in the order in which they register and will be placed on teams in the same order when a manager requests an additional player.
- ❖ Managers or parents may not call to find out where on the waiting list a particular person is positioned, but managers may call to request the next available anonymous person on the list.
- ❖ Coaches will not have the option to have a player from the waiting list added to their team, if there are children on the waiting list and your team has room, they will be added no questions asked.
- ❖ Once a manager requests a player, he/she will be automatically added to that team's roster. The participant should be informed by the manager that he/she has just been added to their team, to

come by the office to pay fees before participating, and where and when the games and practices will be held.

### **Sportsmanship:**

Sportsmanship is a major part of this league. It is expected that coaches will exhibit good sportsmanship at all times. It is the coach's responsibility to see to it their players, parents, and spectators show proper sportsmanship. **Flagrant fouls or unsportsmanlike conduct will not be tolerated.**

Teams will shake hands with the opponents after every game.

Sportsmanship goals:

- Accept official's decisions. Mistakes will be made... stay focused on the game.
- Keep sideline conduct under control and make positive comments.
- Cooperate with staff.
- Avoid flagrant fouls or unsportsmanlike conduct.
- Respect your opponents.
- Do not criticize.
- No trash talking. Players, coaches, and spectators are to refrain from using harsh, derogatory, or abusive remarks. Trash talkers will be warned once and then risk a possibility of being removed from the game.
- Any player, coach or parent/ spectator out of control will be asked to leave the field. Failure to leave may result in an arrest by the local authorities

### **Complaints concerning coaches:**

1. If the Department of Parks and Recreation receives a complaint concerning any coach in the program from a parent or guardian of a player on his/her team regarding his/her disregard for the objectives of the program, the coach will be notified by phone, detailing the specifics of the allegation(s). (but not naming the specific parent or guardian)
2. The coach involved must then contact the Recreation Coordinator, to respond to the accusations.
3. The Department of Parks and Recreation will, to the best of its ability, attempt to determine the validity of the allegation by randomly contacting other parents of the team's participants.
4. If the validity is not noted as severe enough for that coach to be removed at that present time, the coach will be put under close watch and may be removed by the recreation coordinator at anytime.
5. If another complaint call comes in, the coach must then meet in the office with the recreation coordinator and will continue to be under close watch unless removed at that point
6. If it is determined that the coach is in violation of the objectives of the program his/her involvement with the Youth Sports program will be terminated and that coach will not resume duties for a period of at least 1 year with the recreation department
7. There is no appeal process, decisions are final!

# **Ten Ways to Motivate Your Athletes**

## **1. Recognize achievement**

The majority of junior athletes will develop self-confidence and the motivation to try harder upon receiving recognition for their efforts, especially when it comes from someone they respect, such as a coach, parent or senior player. Recognize athletes' achievements in a variety of areas in addition to those related to performance or skill development. These might include:

- Positive social behavior
- Regular attendance
- Caring for equipment
- Assisting the coach, official or younger athletes

## **2. Set Goals**

Success or failure should not be determined by the scoreboard, nor by the number of competitions won. Provide opportunities for all your athletes to experience success by setting goals in both the short term and long term. Goal setting can have a dramatic positive effect on both motivation and skill development.

You can set specific performance goals that can, where possible, be measured. For example:

- In this activity see how many times you can use only one hand.
- This season try to miss only two training sessions.
- An essential feature of goal setting is giving frequent feedback. Otherwise, the tracking of progress may become difficult and minor improvements may not be obvious.

## **3. Self-motivation**

The feeling of pride and self-confidence that arises from success and the feedback gained from the coach and significant others may be more important than the achievement itself. It encourages the development of self-motivation, hence reducing a young person's need for reinforcement.

## **4. Provide leadership opportunities**

Providing opportunities for leadership and expecting your athletes to assume (not too great) responsibilities are very important. Acknowledging their efforts through leadership] motivates further success.

## **5. Be consistent and enthusiastic**

Young people are often heard to say 'I hope the coach is in a good mood today'. This indicates that the mood of the coach affects how young people enjoy their sport. The environment a coach creates, what they say and how they say it, should be consistent, caring and enthusiastic. The coach's behavior towards all young people, regardless of their sporting ability, should be the same.



## **6. Provide Challenges**

Don't underestimate the motivational value of small-sided competitive activities or seemingly frivolous challenges.

## **7. Vary your practice programs**

A variety of practice routines and activities will reduce the possibility of boredom.

## **8. Be organized**

Make sure there is enough equipment for the session. Nothing bores or frustrates young people more than waiting in long lines or watching more talented athletes dominate the equipment.

## **9. You can make practices fun**

Regardless of the level of competition or the ability of the participants, most young people take part in sport for enjoyment and fun. Ensuring that young people have fun encourages them to maintain their involvement.

## **10. Punishment**

Punishment may or may not be an effective deterrent to undesirable behavior, but it does nothing to indicate to young people what alternative behavior is acceptable, nor how they can modify their behavior. The threat of punishment can also increase the amount of pressure under which a young person performs, often leading to the fear of the consequences of making an error.

# **Ten Coaching Guidelines**

1. A coach should be enthusiastic without being intimidating. He or she should be sensitive to the player's feelings and genuinely enjoy spending time with them. He or she should be dedicated to serving children and understand that sports provide physical and emotional growth for its participants.
2. A coach needs to realize that he or she is a teacher, not a drill sergeant. He or she should help children learn and work to improve their skills. Personal gains are never a consideration. The job does not depend on winning. The best interest of the player transforms into the best interest of the game.
3. The safety and welfare of the players never can be compromised. A coach will consider these factors above all others.
4. A coach needs a tremendous amount of patience. Don't push players beyond their limits in regards to practice. Children have many daily pressures and the athletic experience should not be one of them. Playing sports is supposed to be fun.
5. A coach should care more about the players as people than athletes.
6. A coach should encourage his or her players to dream and set lofty goals. It is important to remain positive and refrain from discouraging remarks. Negative comments are remembered far more often than positive affirmations.
7. A coach needs to remember that the rules of the game are designed to protect the players, as well as to set a standard of competition. He or she should NOT circumvent or take advantage of the rules by teaching deliberate misconduct. A coach who puts his or her opponent's team at risk should not be involved with children.
8. A coach should be the first person to demonstrate good sportsmanship. He or she should take a low profile during the game and allow the kids to be the center of attention.

9. Parents and players place a lot of trust and confidence in the coach. The coach has an important role in molding the athletic experience of the child.
10. A coach can measure success by the respect he gets from his or her players, regardless of victories or defeat. Children who mature socially and physically while participating in sports are the best indications of good coaching.

## **Rights and Responsibilities in Youth Sports**

What are Rights and Responsibilities in Youth Sports?

- Rights are what you can expect to happen in youth sports.
- Responsibilities are what others can expect from you.

Everyone in youth sports has rights and responsibilities – Administrators, Coaches, Parents, Young Athletes, Officials, and Fans. By understanding them, we can keep sports safe and fun. Communicating these Rights and Responsibilities is an essential element in keeping youth sports safe and fun.

### **Administrators**

#### **Rights:**

1. To lead the program.
2. To have control of the program.

#### **Responsibilities:**

3. To define and implement programs across all lines.
4. To oversee responsibilities to all parties.
5. To clarify philosophy, rules, policies, and procedures.
6. To create written policy that is clear and understood by participants, including compliant and enforcement procedures.
7. To understand your organization insurance policy as it relates to child abuse issues.
8. To get training needed for administrators.
9. To screen, train, and supervise all staff and volunteers.
10. To create an emotionally, physically, and sexually safe environment.
11. To motivate with praise and specific instruction.
12. To keep games free from put-downs, trash talk, and profanity.
13. To provide leadership which protects the entire organization, prevents child abuse, and promotes a child's healthy development in and through sports.
14. To provide support for all participants.
15. To fairly review or investigate all concerns, complaints, and allegations.
16. To be familiar with local child abuse resources, including an attorney.
17. To be prepared to address the concerns and needs of children who are abused.
18. To offer "restorative measures" (e.g. mediation, conferencing, meetings) to help settle disputes or conflicts and to restore order to all parties and the organization.
19. To provide a safe and fun environment.

## **Coaches**

### **Rights:**

1. To have support from the administration.
2. To know what is expected for him/her.
3. To have a fair complaint procedure.
4. To have ample opportunities for training on child abuse in youth sports.

### **Responsibilities:**

5. To provide accurate background information to the league.
6. To get needed training.
7. To understand intervention and reporting procedures.
8. To abide by a code of ethics.
9. To be an advocate of the program's philosophy.
10. To set expectations for the season.
11. To look at the special needs of each athlete, gifted and not gifted.
12. To limit physical interaction while conducting instructions.
13. To provide appropriate and caring touch.
14. To never touch out of anger.
15. To keep games free from put-downs, trash talk, and profanity.
16. To motivate with praise and specific instruction.
17. To not use physical punishment.
18. To learn effective ways to channel frustrations and anger.
19. To communicate respectfully to parents, athletes, officials, and administrators.
20. To provide a safe and fun environment.

## **Young Athletes**

### **Rights:**

1. To have sports be a safe experience, free from abuse and violence.
2. To have fun learning, trying new things, and being able to practice and play.
3. To participate in a variety of youth sports opportunities.

### **Responsibilities:**

4. To follow rules.
5. To tell parents or another trusted adult, about any abuse.
6. To try your hardest and best.
7. To learn the values in good teamwork-helping and supporting one another.
8. To learn ways to deal with pressure.
9. To care about what happens to others.
10. To settle conflicts without saying or doing things that hurt others.
11. To treat officials and coaches with respect.
12. To treat others as you want to be treated.
13. To be a good sport (how you talk to others and how you behave).
14. To let your parents and coach know what you need.
15. To do my very best in school.

16. To remember that sports are an opportunity to learn and have fun.

## **Parents, Spectators or Fans**

### **Rights:**

1. To be free from abuse.
2. To enjoy the fun and entertainment of being a spectator at a sporting event.
3. To have a safe and fun experience for your child.
4. To have accurate and comprehensive information about the program.
5. To be part of a quality program.
6. To be protected from revenge if a complaint is filed.

### **Responsibilities:**

7. To behave in a non-abusive manner.
8. To let someone in a position of authority know about abusive behaviors.
9. To adhere to drug, alcohol, and tobacco-free standards at all sporting events.
10. To have a part in the supervision of the child.
11. To bring forward valid complaints.
12. To be a good spectator.
13. To educate your child about abuse.
14. To help each child find the right sport and program for his/her needs.
15. To access the philosophy of the coach and organization to make sure it matches your child's needs.
16. To provide each child with the physical and emotional nurturing and guidance they need to thrive.
17. To be an advocate for each of your children and support the child.
18. To equally support your sons and daughters as athletes.
19. To understand that all children are gifted but not in equal ways.
20. To provide unconditional love and support, not based on performance.
21. To pay attention to see if your children are having fun, learning, and improving as opposed to just winning.
22. To create a safe and fun environment.
23. To encourage good sportsmanship by demonstrating positive support for all players, coaches, and officials at every game, practice, or other youth sports event.
24. To place the emotional and physical well-being of my child ahead of my personal desire to win.
25. To understand the daily pressures a child faces. Athletics should be an outlet for a player to have fun. Encourage your child and allow him or her to have a good time.
26. To remember that your child learns more from your actions than from your words. Practice good sportsmanship by being respectful to players, parents, and coaches on both teams.
27. To not embarrass their child by calling attention to themselves through loud or rude behavior.

28. To be a parent not a coach, Offer encouragement and positive reinforcement. A sure way to dampen your child's enthusiasm is with constant criticism.
29. To help their children realize that belonging to a team requires commitment. Regular attendance and being prepared are necessary for the team to function smoothly.

## **Officials**

### **Rights:**

1. To be treated with dignity and respect.
2. To be free from abuse.
3. To have the support of the administration.

### **Responsibilities:**

4. To get training on child abuse.
5. To set the tone for everyone to be a good sport.
6. To be fair and impartial.
7. To set limits and boundaries by not allowing abusive behavior on the part of the coaches, players, parents, or fans (e.g. racial or sexual harassment, obscene language, threats, physical violence, etc.).
8. To take an active role in child protection during youth sports.
9. To provide a safe and fun environment.
10. To be aware that the participants are new to the game. Often it is their first experience with organized sports.
11. To be familiar with rule modifications and their implementation.
12. To act as a teacher by explaining a rule or call that is made.
13. To make calls consistent with the level of play.
14. To insist that the court and equipment are safe for the children.

# **Equipment**

**Soccer:** Coaches will receive at minimum of 2 soccer balls to use during their practices.

Head Coaches will receive a coaches t-shirt or jersey to match their team to be worn at each game

Participants will receive a game jersey along with matching socks to be worn at each game

## **Regular Season Team Selection**

### **Each team will re-draft each year for each sport**

The recreation coordinator reserves the right to draft teams for the coaches if it will help keep the league fair and competitive for all the children involved

### **Coaches:**

Prior to the season, anyone has the ability to become a head coach. There will be a coaches meeting held before any coaches are selected as head coaches. At this meeting, all of the information for the upcoming season will be handed out and each coach will get a chance to tell the recreation staff why they are worthy of coaching. Personal integrity, cleanliness, coaching experience, and the personal relationship of past experiences with the recreation coordinator will be taken into effect.

Not all of the previous coaches will be selected to coach again, and that could be determined because of a poor prior experience or that there are fewer teams in that league. Coaches will be notified following the meeting VIA telephone and will be given instructions about the skills assessment and draft dates.

All coaches must go through a full background check with the county before they will be allowed to coach a game. Prior life events that may show up on your background check may or may not eliminate you from a coaching position. They will be determined on a case by case basis.

### **Skills Assessment:**

This format may be used to evaluation the children, not to identify the players or embarrass them, but to ensure that the league will have a chance to succeed as a fair league. Also, to make sure that each coach has the ability to draft a fair team. At the skills assessment the children will be asked to take place in numerous drills that will be directly related to the skills they will need to perform during practices and games.

### **Player Draft:**

Drafts will take place each year for the sports that do not require a cut and that are played in-house. During the draft, the coaches will be allowed to keep their children or children living in their own home before the draft begins. Following that step, the team that has the least amount of players on their team will select first (or coaches will pick a number out of a hat to determine who selects when. Then the Draft will begin and we will use the snake method of drafting: Example: 1, 2, 3, 4, 5, 6, 6, 5, 4, 3, 2, 1, 1, 2, 3, 4, 5, 6

The recreation coordinator has the right at any point during the draft to stop the draft if by their standard of fairness is not being met between the two teams. In this case, the recreation coordinator has the ability to draft the teams by themselves or to allow the coaches to move players to make things fairer before the draft resumes.

## **All Star Selection Process**

### **Coaches Selection:**

All Star coaches will be selected by the recreation coordinator by virtue of trying to select the coach that will best represent the county and help the participants achieve excellence and keep the game fun and exciting. Many different methods could be used to determine this coach. Once the head coach is determined, the recreation coordinator will also appoint one of the assistant coaches which would give the head coach the opportunity to select one or more of their own assistants. This is a very hard process for the recreation department as many coaches are worthy of being an all star coach. In sports that are split into West and South divisions or more, one coach must be represented from each district on the coaching staff

## First Aid

### Care for Common Minor Injuries:

It is the coach's job to maintain as safe an environment as possible. It is strongly recommended that coaches have certification in CPR and First Aid or that a volunteer be recruited who already has first aid, medical athletic training or emergency care certification. Athlete medical forms should be reviewed prior to the start of practice and on hand at all training and competition.

When an injury does occur:

1. Stay Calm
2. Administer only basic first aid as soon as possible.
3. If injury is serious or the extent is unknown: CALL 911
  - a. Example: broken bone, compound fracture, serious laceration, unconscious, teeth missing, etc.
4. Fill out Accident Form completely and turn into your supervisor.

### Treating Floor Burns, Strains, Contusions, Minor Bumps and Bruises:

R – Rest, stop any pain-causing activity.

I – Ice for 24-36 hours after the injury.

C – Compress with elastic bandage if needed.

E – Elevate to avoid edema and subsequent swelling.

### Conditions Requiring Medical Attention:

- Significant swelling/dislocation of an extremity.
- Obvious deformity of an arm or leg.
- Severe pain.
- Inability to bear weight on a lower extremity.
- Lacerations with or without fractures.
- Significant swelling of a joint, i.e., elbow, knee.
- Loss of sensation in an extremity.

### Conditions Mandating That Only Experienced Medical Personnel Move the Athlete:

- Loss of consciousness.
- Neck or back injury with loss of sensation or motor power in arms or legs.
- Head injury with disorientation and/or visual changes.

### Rehabilitation/Treatment for Chronic Injuries:

1. Blisters
  - Keep pressure off new blisters using a felt "doughnut."
  - Where the skin is torn, use extreme care.
  - Keep it clean and cut skin halfway around the perimeter without removing the skin.
  - When underlying tissue toughens, cut away the remaining flap of skin.



2. Abrasions and contusions (floor burns and deeper bruises)
  - Keep them clean and dry.
  - Expose them to the air when possible.
  - Encourage gentle activity.
3. Chronic knee pain, thigh muscle overload, tendonitis, stress fractures, and ligament strain. Follow the doctor's directions, which will generally include:
  - Rest for 5-7 days and ice for pain.
  - Stretch related muscles to strengthen them.
  - Move gently, stopping at the point of pain.
  - Exercise to strengthen afflicted area as it heals.

### **Heat Emergencies:**

These problems often occur when athletes play too long and hard or stay too long in the sun. Because sunlight reflects off shiny surfaces, being around water can increase exposure. Sunburn can occur on overcast days as well as on sunny days. When athletes are in the sun, they should wear a water-resistant sunscreen lotion, which provides maximum protection. Sunglasses and a hat provide added protection.

#### **1. Heat Stroke**

- *Signs and Symptoms:* Hot, red skin; very high body temperature; shock or unconsciousness.
- *What to Do:* Treat heat stroke as a life-threatening emergency, and call the paramedics. Calm the victim by immersing him/her in a cool bath or wrapping in wet sheets and fanning. Care for shock by laying the victim down and elevating the feet. Give nothing by mouth.

#### **2. Heat Exhaustion**

- *Signs and Symptoms:* Cool, pale, moist skin; rapid, weak pulse; weakness/dizziness; nausea/vomiting.
- *What to Do:* Treat heat exhaustion as an emergency, and call the paramedics. Get the victim into the coolest place available. Place the victim on their back with their feet elevated. Cool victim by applying wet sheets or towels to the body and by fanning. Give ½ glass of water to drink every 15 minutes if the victim is fully conscious and can tolerate it.

#### **3. Heat Cramps**

- *Signs and Symptoms:* Cool, pale, moist skin; rapid, weak pulse; Weakness/dizziness; nausea/vomiting
- *What to Do:* Get the victim in the coolest place available. Give ½ glass of water to drink every 15 minutes for an hour.
- *Prevention:* Seek protection from the sun and extreme heat. Replace fluids by drinking water, sports drinks, or fruit juices.

## Lightning Safety

### **Safety Rules**

**1. Postpone activities promptly. Don't wait for rain.**

Many people take shelter from the rain, but most people struck by lightning are not in the rain! Go quickly inside a completely enclosed building, not a carport, open garage or covered patio. If no enclosed building is convenient, get inside a hard-topped all-metal vehicle. A cave is a good option outside but move as far as possible from the cave entrance.

**2. Be the lowest point. Lightning hits the tallest object.**

In the mountains if you are above tree line, you ARE the highest object around. Quickly get below tree line and get into a grove of small trees. Don't be the second tallest object during a lightning storm! Crouch down if you are in an exposed area.

**3. Keep an eye on the sky.**

Look for darkening skies, flashes of lightning, or increasing wind, which may be signs of an approaching thunderstorm.

**4. Listen for the sound of thunder.**

If you can hear thunder, go to a safe shelter immediately.

**5. If you see or hear a thunderstorm coming or your hair stands on end, immediately suspend your game or practice and instruct everyone to go inside a sturdy building or car.**

Sturdy buildings are the safest place to be. Avoid sheds, picnic shelters, baseball dugouts, and bleachers. If no sturdy building is nearby, a hard-top vehicle with windows closed will offer some protection. The steel frame of the vehicle provides some protection if you are not touching metal.

**6. Listen to NOAA Weather Radio.**

Coaches and other leaders should listen for a tone-alert feature during practice sessions and games.

**7. If you can't get to a shelter, stay away from trees.**

If there is no shelter, crouch in the open, keeping twice as far away from a tree as it is tall.

**8. Avoid leaning against vehicles.**

Get off bicycles and motorcycles.

**9. Get out of the water. It's a great conductor of electricity.**

Stay off the beach and out of small boats or canoes. If caught in a boat, crouch down in the center of the boat away from metal hardware. Swimming, wading, snorkeling and scuba diving are NOT safe. Lightning can strike the water and travel some distance beneath and away from its point of contact. Don't stand in puddles of water, even if wearing rubber boots.

**10. Avoid metal!**

Drop metal backpacks, stay away from clothes lines, fences, exposed sheds and electrically conductive elevated objects. Don't hold on to metal items such as golf clubs, fishing rods, tennis rackets or tools. Large metal objects can conduct lightning. Small metal objects can cause burns.

**11. Move away from a group of people.**

Stay several yards away from other people. Don't share a bleacher bench or huddle in a group.

## 2015 Information Form

Name: \_\_\_\_\_ Shirt Size: \_\_\_\_\_

\*Circle one

District:     **North** (Nashville)     **West** (Spring Hope)     **South** (Bailey, Middlesex)  
                  **East** (Coopers, basketball only)

Home Phone Number: \_\_\_\_\_

Cell Phone Number: \_\_\_\_\_

E-Mail Address:

\_\_\_\_\_

Have you Coached this sport before? \_\_\_\_\_

Does Your Child Play In Our Program? \_\_\_\_\_

If So What Age Group? \_\_\_\_\_

Age Group You Would Like to Coach: \_\_\_\_\_

Team Sponsor: \_\_\_\_\_

Team Colors: \_\_\_\_\_

Coaches must sign up for practices on a *Master Practice Sheet* – this is a first come first serve during the coaches meeting. The youngest age groups will be given first opportunity to sign up for practices.