

BREC PARENT'S HANDBOOK

YOUTH SPORTS





**THE RECREATION AND PARK COMMISSION
FOR THE PARISH OF EAST BATON ROUGE**

BREC ATHLETICS

 **6201 Florida Blvd., Baton Rouge, LA 70806**

 **225-272-9200**



WELCOME LETTER

Dear Team Parent's/ Legal Guardians,

On behalf of the Recreation and Parks Commission for the Parish of East Baton Rouge, we would like to welcome you as a participant of our Youth Sports Program.

Our goal is to offer quality sports programming at affordable prices and see that each participant has an enjoyable leisure experience.

Please read the rulebook at your first opportunity to familiarize yourself with our league's rules and regulations.

We now have an online registration system where you can establish your online account, and you can always contact us via email or visit our website for more information.

To register:



WEBTRAC.BREC.ORG

More info:



ATHLETICS@BREC.ORG



BREC.ORG/ATHLETICS

Again, welcome to our program. Wishing you and your team a very enjoyable and successful season.

Sincerely,

BREC Athletics

PLAY. DISCOVER. *Grow.*



REGISTRATION

Player Contracts

All youth players' registration forms must be filled out with a copy of the original birth certificate and a current photo that must be attached in double-sided format. Every registered player must be listed on the team roster.

Parent Orientation Meeting

Please plan to attend the Parent Orientation Meeting. Important information pertinent to your role and your child's participation will be distributed and discussed at the meeting. The meeting will last about 1 hour.

Practice and Games

Attendance at all practices and games is expected. A player should contact his/her coach if he/she will be absent for any reason. Practice and game schedules will be provided from coaches to parents once dates are confirmed. All BREC games and or schedules can be found at webtrac.brec.org under Leagues. Parent's will need to find their child league and click on the icon for schedule and standings.

Medical Emergencies

Safety is a top priority. All injuries are taken seriously and will be treated as such. We encourage all participants to notify coaches immediately when an injury occurs. If an injury occurs during practice, the coaches may advise you if further evaluation is recommended. If parents are not present at a practice or game and the injury requires medical attention, 911 will be contacted and a designated staff member or coach will accompany the player to the medical facility until a parent arrives.

Please inform us on the parent's contract and/or waiver form if your child has a pre-existing medical condition (i.e. allergies, medications, physical impairments, etc.). The league will then inform the coach of your child's condition. This is essential in order to assist the medical personnel who respond to the scene.

Weather Emergencies

The safety of the participants, officials, and spectators is the primary concern in cases of inclement weather. Once a game has started, the game officials will have the responsibility to remove players from the field if the conditions become unsafe. If directed to do so, please find a safe shelter until instructed to return to the playing field or told that the game has been canceled. All outdoor games may be called off upon the presence of lightning.

REGISTRATION

Game Cancellations - Rescheduling

If a game is cancelled due to weather or other unforeseeable circumstances, all efforts will be made to reschedule. However, due to time restraints and/or field usage conflicts, some games may not be made up.

Uniforms and Equipment

All uniforms and equipment provided by BREC are the property of the Recreation and Park Commission for the Parish of East Baton Rouge. All designated uniforms and equipment must be returned at the end of each sports season. If a child no longer wishes to participate in the program, uniform and equipment must be returned immediately to their coach or athletic program staff representative, for some youth sport leagues. Uniforms are expected to be returned in the same condition as when they are given out. Unauthorized alterations to the uniform, and defacing sports equipment will require the parent to cover the cost of replacement.

In other leagues, it is the responsibility of your organization or coach to provide all children with jerseys for your sport. Some coaches will add a registration fee to provide all costs for your child. A typical jersey cost will range between \$80-\$100 per set of jerseys. If you are uncomfortable with pricing please contact athletics@brec.org and we can find another team that can accommodate your budget for your child.



HOW TO BECOME A COACH

Coaches Registration for Youth Sports Volunteer Coach

At BREC, we encourage parents to participate with their child. We know some parents will want to coach their son/daughter in youth sports. All coaches are required to complete and submit a volunteer application and consent form on volunteer.brec.org. (Each sport has its own sign – up link)

Teams/organizations with multiple teams and/or age groups are required to have more than one (1) coach per team. No Exceptions.

People who have not registered and have not been approved by the Volunteer Manager or Athletics staff to coach will not be allowed to coach in any capacity (practice or games).

People who are not listed on the team roster will not be allowed to coach in any capacity during games.

All coaches are required to wear a Volunteer ID Badge and will not be allowed on the sideline/bench area without one.

All coaches and officials are required to complete a sportsmanship course offered through the National Federation of State High School Associations (NFHS). Coaches and officials are also required to complete a concussion training course offered through the Centers for Disease Control and Prevention. The completion certificates for the Sportsmanship training as well as the Concussion training must be submitted when your team registration packet is submitted. If any coach does not submit his/her certificates will not be eligible to coach until the courses are completed and their certificates are submitted.

Sportsmanship Course Link  [HTTP://NFHSLEARN.COM/COURSES/37000](http://NFHSLEARN.COM/COURSES/37000)

Concussion Course Link  [HTTPS://WWW.CDC.GOV/HEADSUP/YOUTHSPORTS/TRAINING](https://www.cdc.gov/headsup/youthsports/training)





GUIDELINES FOR BREC VOLUNTEER IDENTIFICATION BADGES



WEARING YOUR BREC VOLUNTEER IDENTIFICATION BADGE IS AN IMPORTANT PUBLIC SAFETY TOOL AND YOU ARE ALWAYS REQUIRED TO WEAR THEM.

- The ID provides special designation for authorized and qualified volunteers.
- The ID is a key component of our risk management procedures.
- A photo identification serves the dual purpose of identifying volunteers as qualified and authorized personnel and builds public awareness for quality volunteer management.
- The system of requiring identification badges is only effective when there is compliance by all volunteers wearing their photo identification always of service.

- 1 All qualified volunteers are required to wear a photo identification badge.
- 2 Photo identification badges are always to be displayed when at practice or a game setting and are not to be worn or used for any other purpose than a volunteer coaching assignment.
- 3 No pins, stickers, or markings can be displayed on the BREC ID badge. The photo identification badge must be clearly visible to the public and should be worn between the shoulders and waist with the photo clearly visible. **(BREC will provide black lanyards before the start of the season for coaches to wear around their necks)**
- 4 If a photo identification badge is lost or stolen, it is the responsibility of the volunteer to notify a supervisor as soon as possible to obtain a replacement badge.
- 5 The photo identification badge will be issued to all volunteers after the completion of a comprehensive background check and will expire one year from that date of issuance.
- 6 It is the duty of every qualified volunteer to report any volunteer failing to properly display their credential and sign the volunteer log book before each BREC practice and/or game.



FAILURE TO PERFORM ANY OF THE GIVEN GUIDELINES WILL RESULT IN YOUR TEAM FORFEITING A CONTEST AND ANY INDIVIDUAL NOT ADHERING TO BREC POLICY AND PROCEDURES FOR YOUTH BASKETBALL AND/OR ANY OTHER SPORT WITH YOUTH PARTICIPATION, WILL BE ESCORTED FROM THE PREMISES.

If you have any questions and/or concerns, please contact the Athletics Department at athletics@brec.org.

PARK POLICIES

BREC Park Policies



No alcoholic beverages may be brought onto or sold on BREC property. (City Parish Ordinance, Title 13: Section 13:1010)



Pets must always be leashed, and droppings removed. For information on our Dog Park locations, please call 272-9200 ext. 400. (City Parish Ordinance Title 14, Chapter 2, Sec. 14:204)



Firearms, explosives and weapons of any type are prohibited in all park areas. (City Parish Ordinance, Title 13: Section 13:1011)



Gambling or games of chance are prohibited on BREC property. (City Parish Ordinance, Title 13: Section 13:90.2)



Please help keep your parks clean by placing all trash and litter in receptacles provided at all BREC parks. For safety purposes glass containers are prohibited within parks.



Sale of merchandise, food and beverage, solicitation of fees or donations, or conducting any type of business or event, including distribution of flyers, signs or other advertising mediums is prohibited without permit from BREC Commission. (City Parish Ordinance Title 3, Chapter 5, Sec 3:90- 93) For additional information regarding permits see Special Events.



Park patrons are advised to be cautious of purchasing any product or merchandise from a vendor in a BREC park not displaying a BREC Permit or not selling from a designated BREC concession stand.



Teams/Spectators may not play their own music inside of a BREC park before, during, or after games.



TEAMS/PLAYERS VIOLATING ANY BREC PARK POLICY MAY BE SUBJECT TO FORFEITURE OF THE GAME AND/OR EXPULSION FROM THE LEAGUE.

CONCUSSION PROTOCOL

What is a Concussion?

A concussion is a type of traumatic brain injury, caused by a bump or blow to the head. Even a “ding,” “getting your bell rung,” or what seems to be a mild bump or blow to the head can be serious.

You can't see a concussion. Signs and symptoms of concussion can show up right after the injury or may not appear or be noticed until days or weeks after the injury. If your child reports any symptoms of concussion, or if you notice the symptoms yourself, seek medical attention right away.

What are the signs and symptoms of a concussion?

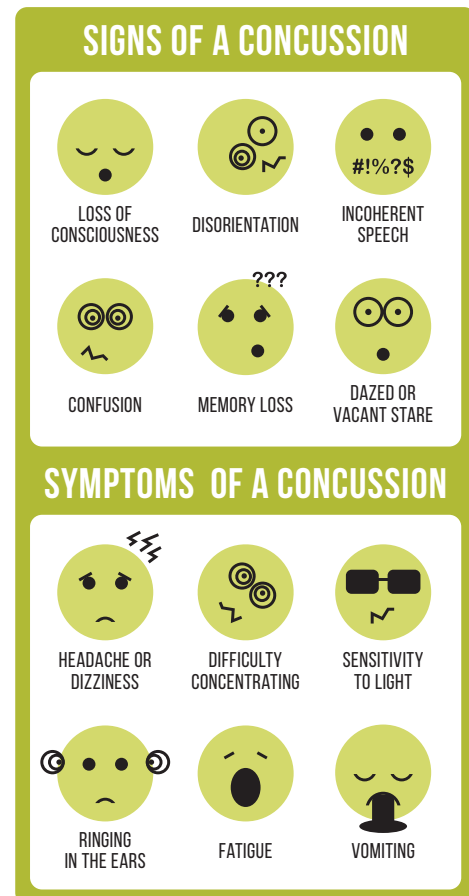
Observed by Coach, Parent/Guardian

If your child has experienced a bump or blow to the head during a game or practice, look for any of the following signs and symptoms of a concussion:

- Appears dazed, stunned, or confused about assignment or position
- Forgets an instruction
- Is unsure of game, score, or opponent
- Moves clumsily
- Answers questions slowly
- Loses consciousness (even briefly)
- Shows mood, behavioral or personality changes

Symptoms Reported by Athlete

- Headache or “pressure” in head
- Nausea or vomiting
- Balance problems or dizziness
- Double or blurry vision
- Sensitivity to light or noise
- Feeling sluggish, hazy, foggy, or groggy
- Concentration or memory problems
- Confusion
- Just “not feeling right” or “feeling down”



CONCUSSION PROTOCOL

How can you help your child prevent a concussion or other serious brain injury?

- Ensure that they follow their coach's rules for safety and the rules of the sport.
- Always encourage them to practice good sportsmanship.
- Make sure they wear the right protective equipment for their activity.
- Protective equipment should fit properly and be well maintained.
- For football, wearing a helmet is a must to reduce the risk of a serious brain injury or skull fracture. However, helmets are not designed to prevent concussions. There is no "concussion-proof" helmet. So, even with a helmet, it is important for kids and teens to avoid hits to the head.

What should you do if you think your child has a concussion?

- **Tell your child's coach about any previous concussions.**
Coaches should know if your child has had a previous concussion. Your child's coach may not know about a concussion your child received in another sport or activity unless you tell the coach.
- **Seek medical attention right away.**
A health care professional will be able to decide how serious the concussion is and when it is safe for you.
- **Keep your child out of play.**
Concussions take time to heal. Don't let your child return to play the day of the injury. A child should only return to play when their health care professional says it's OK. Children who return to play too soon, while the brain is still healing, risk a greater chance of having a repeat concussion. Repeat or later concussions can be very serious. They can cause permanent brain damage, affecting your child for a lifetime.



IN THE EVENT OF A CONCUSSION, A LETTER FROM THE FAMILY PHYSICIAN APPROVING RE-ENTRY INTO THE PROGRAM MUST BE SUBMITTED TO LEAGUE COORDINATORS PRIOR TO THE CHILD RETURNING TO PLAY.

CORE AREA #1: Child Centered Policies and Philosophies.

STANDARDS

1 Programs should be guided by a written mission statement that provides a foundation for the program's purpose and goals.

2 Programs should be organized using the following guidelines, although modification can be made when total participation numbers are low.

A. Developmental Programs for children 6 years old and under:

- **Focus:** Motor skill development, concentration on fundamentals with no offensive or defensive schematics and an introduction of team sports.
- **Practice/Games:** Limited to a maximum of 1 hour per day, two times a week.
- **Scores/Standings:** No scores or standings kept.
- **Coaches:** Permitted on playing surface.
- **Competitive/Tournament Play:** Not recommended.

B. Instructional Programs for children 7 and 8 years old:

- **Focus:** Skill development, concentration on fundamentals, basic concepts of rules and basic offensive or defensive schematics.
- **Practice/Games:** Limited to a maximum of 1 hour per day, three times a week.
- **Scores/Standings:** Encouraged not to keep.
- **Coaches:** Permitted on playing surface.
- **Competitive/Tournament Play:** Not recommended.

C. Organizational Programs for children 9 and 10 years old:

- **Focus:** Skill development, concentration on fundamentals, progressive introduction to limited to a maximum of one hour per day, three times a week simple offensive or defensive schematics and introduction of internal competition.
- **Practice/Games:** Limited to a maximum of 1 hour per day, three times a week.
- **Scores/Standings:** Kept but not emphasized.
- **Coaches:** Not permitted on playing surface.
- **Competitive/Tournament Play:** Permitted but not emphasized.

D. Skill Enhancement Programs for children 11 years old and above:

- **Focus:** Continue skill development, concentration on fundamentals with progressive introduction of offensive or defensive schematics and an introduction of more competitive play.
- **Practice/Games:** Limited to a maximum of 1.5 hours per day, three times a week.
- **Scores/Standings:** Kept but encouraged not to emphasize.
- **Coaches:** Not permitted on playing surface.
- **Competitive/Tournament Play:** Permitted but not emphasized.

3

Programs must establish and abide by written policies and procedures to ensure consistency. These written policies should:

- A. Be made available to everyone in a variety of formats and languages.
- B. Be reviewed, evaluated and, if necessary, updated annually.
- C. Include a non-discrimination and reasonable accommodation policy that ensures participation for all children.
- D. Encourage inclusive programming and make reasonable accommodations to attract children with disabilities to participate.
- E. Include sportsmanship policies that clearly state zero tolerance policies for bullying, child abuse, inappropriate behaviors and/or violence of participants, coaches, officials, volunteers, parents or other spectators. An enforcement plan and disciplinary procedures should also be addressed.
- F. Implement a code of conduct that includes positive expectations and describes unacceptable behaviors for everyone involved in youth sports, including administrators, coaches, parents and participants.
- G. Maximize playing time for all by establishing a minimum play rule/policy.
- H. Adapt appropriate roster sizes, rules, equipment and fields based on the age of the participants.
- I. Encourage and instruct coaches to allow participants to experience a variety of positions and situational play.
- J. Establish methods to ensure balanced teams, including no cut policies so all children can participate in recreational programs.

4

Programs, parents and coaches should encourage participation in a variety of youth activities in addition to sports, paying careful attention not to specialize or participate year-round in only one activity or sport.

5

Programs should communicate to all administrators, officials, coaches, parents, players and spectators that they are responsible for providing a positive environment. This should include:

- A. Promotion of fair play, respect for the game and graciousness in losing and winning.
- B. Before and/or after each game, participants should be required to participate in the “hand-shake” ritual that is monitored by coaches and officials.

CORE AREA #2: Volunteers

STANDARDS

- 1 Parents, coaches and volunteers should be provided written information that outlines the program's purpose, as well as all policies relating to volunteers including:
 - A. A positive recruitment policy that encourages the recruitment and selection of qualified women and men, regardless of race, color, national or ethnic origin, age, religion, disability, sex, sexual orientation, gender, gender identity and expression, veteran status, and any other characteristic protected under applicable federal or state law.
 - B. A written screening policy should be included in policies and procedures.
 - C. A written job description outlining duties and responsibilities should be available for every position. Job descriptions should be read, signed, dated and kept on file to ensure an understanding of the position and the league's expectations.
- 2 Volunteers should be required to complete and sign an application form.
- 3 Volunteer positions should be filled after interviews are conducted, references checked and criminal histories are checked.
- 4 Programs should develop procedures and identify disqualifiers to determine what makes a volunteer ineligible.
- 5 Coaches must complete concussion prevention training
- 6 Coaches and staff should be trained in the following areas: a general introduction to coaching youth sports; sport-specific coaching information; the emotional needs of children; safety; injury prevention and first aid; conditioning; hydration and nutrition; teaching proper sports techniques; including all children; child abuse prevention; bullying prevention; and drug, alcohol and tobacco prevention.
- 7 Volunteers should be provided the zero tolerance policies for bullying, child abuse and violence. Coaches should mandate positive sportsmanship among players, coaches, parents and spectators.
- 8 Coaches should continually gain general and sports specific coaching skills.

- 9 Programs should be encouraged to provide additional educational resources for coaches and parents to assist them in providing the best possible youth sports experience for each child.
- 10 All volunteers should be required to annually sign a code of conduct pledging their commitment to provide enjoyable, healthy youth sports experiences.
- 11 Programs should establish an accountability procedure and a disciplinary process to remove anyone who does not abide by its policies.

CORE AREA #3: Parents

STANDARDS



- 1 Parents should be required to attend a league orientation meeting at a minimum of once a year. The orientation should cover the following areas: youth sports philosophy; program goals; expected behaviors and responsibilities; and sport specific information.
- 2 Teams should have a minimum of one team/parents' meeting at the beginning of each sports season.
- 3 Parents should demonstrate their commitment to their child's sports experience by annually signing a parental code of conduct that includes disciplinary action for failing to abide by the code of conduct.
- 4 A child should not be able to attend practices and games if their parent/guardian refuses to sign the parental code of conduct.
- 5 All parents and spectators should provide a positive environment for players, coaches and other spectators. Failure to provide a positive environment will result in disciplinary action as written in the policies.
- 6 Parents should familiarize themselves with the sports specific information, including the rules of the game.
- 7 Programs should maintain open communication channels with parents through newsletters, league meetings, website and email.
- 8 Programs should promote parental involvement in such roles as coach; team manager; fund-raiser; league administrator/manager; assistant and/or fan.

- 9 Parents, volunteers and participants should be provided opportunities to evaluate their experiences.
- 10 Parents should be provided opportunities to evaluate their child's experiences, including coaching and administration.

CORE AREA #4: Safe Playing Environment

STANDARDS

- 1 Programs should implement procedures for inspecting playing facilities for safety hazards before every sports activity.
- 2 Programs should implement procedures for continual safety inspections of all playing equipment.
- 3 Programs should develop policies and procedures to not allow participation during unsafe conditions, such as lightning storms, darkness, playing sites in disrepair, etc.
- 4 Programs should implement written emergency action plans in the event of medical, weather or other types of emergency situations. These should be communicated to everyone involved at the beginning of every season or program.
- 5 All teams should establish procedures and have an emergency plan if a medical situation occurs or in the event dangerous weather conditions and hazards pose injury risks
- 6 Programs should require basic medical and injury treatment forms to be properly completed and signed by parents/guardians prior to their child's participation.
- 7 Programs should inform coaches and staff of each player's emergency contact and health information/conditions prior to any practices and games.
- 8 At least one adult trained in cardiopulmonary resuscitation (CPR), automated external defibrillator (AED) and basic first aid should always be on site at any practice or game
- 9 An automated external defibrillator (AED) should be located in proximity to all playing areas.

NATIONAL STANDARDS FOR YOUTH SPORTS

- 10 Programs should have a written reporting policy for injured players and disciplinary action should be taken when injuries are not reported.
- 11 Programs should enforce a policy that requires written permission from a doctor prior to allowing a child to participate following an injury where the child sought medical treatment
- 12 Programs should provide information to everyone regarding proper hydration techniques.
- 13 Children below the age of 11 should participate in activities that limit collision potential and feature modified rules that will significantly reduce the chances of injury.
- 14 Programs should mandate that at least two adults are always present during practices, games and any other related activities.
- 15 Programs should adopt policies for banning rapid weight loss/gain procedures used solely for participation in youth sports.
- 16 Protective equipment designed to reduce potential injuries to participants should be used.
- 17 Programs should adopt rules to prohibit the use of performance enhancing drugs, alcohol, illegal substances and/or tobacco at all youth sports events.
- 18 Programs should establish written policies and procedures for immediately dealing with substance abuse by coaches, players and spectators; and communicate this information to coaches, players and parents.
- 19 Leagues should communicate to all administrators, officials, coaches, parents, players and spectators the zero tolerance policies for bullying, child abuse and violence, including clearly stated disciplinary actions for violations.

For further information regarding the National Standards for Youth Sports or to access the full list of standards visit nays.org.



CODE OF CONDUCT

Athletics Code Of Conduct

- No manager, player, or spectator shall physically/verbally threaten, lay a hand upon, shove, or strike an official, field supervisor, staff member, player and/or spectator.
- No manager, player, and/or spectator shall be guilty of objectionable and/or disruptive verbal demonstrations of dissent at an official's or field supervisor's decision or refuse to abide by official's or field supervisor's decision. No manager, player, and/or spectator shall be guilty of verbal abuse to include references to an individual or group's race, religion, gender, national origin, disability or age.
- Participants shall not use flagrant rough tactics against an opposing player.
- There shall be no unnecessary throwing of equipment, or any other objects.
- There will be no cause for defacement or destruction to any public facility or equipment.
- Participants (managers, coaches, players, etc.) may not falsify their own name or any other player's name on a team roster, score-sheet, or any other league document. The use of ineligible or illegal players is not permitted.
- Individuals and/or teams violating the Code of Conduct will be subject to league discipline action which may include one or more of the following actions: game ejection, game forfeiture, game suspensions, probation and/or seasonal suspension.



PARENTS CODE OF ETHICS

I hereby pledge to provide positive support, care and encouragement for my child participating in youth sports by following this Code of Ethics.

- 1 *I will* encourage good sportsmanship by demonstrating positive support for all players, coaches and officials at every game, practice or other youth sport event.
- 2 *I will* place the emotional and physical well-being of my child ahead of any personal desire to win.
- 3 *I will* insist that my child play in a healthy environment.
- 4 *I will* provide support for coaches and officials working with my child to provide a positive, enjoyable experience for all.
- 5 *I will* demand a drug, alcohol and tobacco-free sports environment for my child and agree to assist by refraining from their use at all youth sports events.
- 6 *I will* remember that the game is for children and not for adults.
- 7 *I will* do my very best to make youth sports fun for my child.
- 8 *I will* ask my child to treat other players, coaches, fans and officials with respect regardless of race, sex, creed or ability.
- 9 *I will* promise to help my child enjoy the youth sports experience within my personal constraints by being a respectful fan, providing transportation or whatever I can do.

Team/Organization Name: _____

TO BE READ AND SIGNED BY PARENT/GUARDIAN OF MINOR: I hereby represent that I am the parent/guardian of the minor(s) whose name(s) appears above. I am familiar with and consent and agree to the terms and provisions set forth in this release/parent's code of conduct, on behalf of myself and said minor.

Parent/Guardian Signature: _____

Print Name: _____

Date: _____

By placing your email below, you are giving permission for BREC staff to send updated league information, as well as upcoming BREC leagues/events in the future. Please print legibly.

Email address: _____



COACH & SUPPORTER CODE

NO COACH or **SUPPORTER** who is associated with your team is allowed under no circumstances to say (shout/criticize/heckle) anything to a BREC Sports official (Court/Scores Table). Any coach/parent/supporter who is cited with saying anything to a BREC Sports Official will be the result of a technical foul (2 shots) called/charged against the team (issued to the Head Coach) in which the erratic supporter is affiliated. If a second (2nd) technical foul is called/charged against the team of the coach/parent/supporter, the team with two (2) Fan/Supporter Technical Fouls will forfeit the game immediately and the Head Coach will serve a one (1) game suspension. Coaches are responsible for the actions of their supporters.

ACKNOWLEDGMENT OF RULE BOOK & BYLAWS

TO BE READ AND SIGNED BY PARENT/LEAGUE GUARDIAN OF PARTICIPANT:

I hereby represent that I am the parent/guardian of the player participating in BREC league play whose name appears below. I am familiar with and consent and agree to the terms and provisions set forth in this release of the parent's handbook, on behalf of myself and/or organization.

Parent/Guardian Signature: _____

Print Name: _____

League: _____

Date: _____

Team/Organization Name: _____





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225-272-9200



BREC.ORG