**Shawnee County Parks + Recreation Youth Sports Leagues**

**Policies / Procedures**

**Volunteer Coaches**

**Code of Ethics**

All volunteer coaches in Shawnee County Parks + Recreation leagues will conduct themselves in appropriate manner while working with patrons, particularly youths, in our programs. Coaches should afford equal opportunities to succeed to all players, regardless of age, ability, gender, race or disability.

* Coaches should be a positive role model.
* Coaches should understand the league rules and teach them to the players on his/her team.
* Coaches should set a positive example by displaying good sportsmanship at all times.
* Coaches should not engage in public criticism of officials, opponents or staff.
* Coaches should afford the opportunity to each player to play at least half each game/match.
* Coaches should never break the rules of the game or encourage a player to do so.

**Volunteer Coaches**

**Training**

* See individual league rules (available online and by request) regarding sport in question.
* Recreational Coaching Philosophy: All players in attendance who have paid league fees will play.
* Coaches will promote skill development using basic tactics that can be easily researched or provided upon request. Depending on sport, this can include, but is not limited to: Conditioning, footwork drills, dribbling, passing, shooting, swinging, etc. Tools such as balls, cones, tees, can be provided to assist in these drills, if necessary. Practice locations are made available as well.
* First aid: All SCPR game locations will have first aid kits available. Site staff will be able to assist in gathering necessary materials from first aid kit, although if a severe injury occurs, an emergency action plan is in place to assist in that as well.
* Concussion Protocol: A concussion is a type of traumatic brain injury—or TBI—caused by a bump, blow, or jolt to the head or by a hit to the body that causes the head and brain to move rapidly back and forth. This sudden movement can cause the brain to bounce around or twist in the skull, creating chemical changes in the brain and sometimes stretching and damaging brain cells. If you believe participant may have a concussion, remove them from play immediately and seek medical attention. Concussion handout available in coach packet, online and upon request.

**Parents**

**Code of Ethics**

All parents attending SCPR programs and/or on Shawnee County facilities will display good sportsmanship at all times.

* Parents should be a positive role model.
* Parents should not engage in public criticism of officials, players or staff.
* Parents should not try to supersede coach instructions by offering their own.
* Parents should offer positive encouragement to youth participants.
* Parents will inform coach of any disability or special need so coach can be prepared.
* Parents should never encourage a player to break the rules of the game.
* Concussion Protocol: A concussion is a type of traumatic brain injury—or TBI—caused by a bump, blow, or jolt to the head or by a hit to the body that causes the head and brain to move rapidly back and forth. This sudden movement can cause the brain to bounce around or twist in the skull, creating chemical changes in the brain and sometimes stretching and damaging brain cells. If you believe a participant may have a concussion, remove them from play immediately and seek medical attention. Concussion information is available online and upon request.

**Program Implementation / Accountability**

* All SCPR Leagues will have a supervisor, often more than one, on site to prepare game/match play and oversee any potential issues.
* SCPR encourages participant feedback via phone or email. Additionally, post-season surveys will soon be sent out electronically, beginning in January 2019. These surveys will gauge participant response to league organization, satisfaction with volunteer coach, among other items.
* Complaints/concerns will be sent to the Sports Manager in charge of league in question. Concerns will be addressed in timely manner in method in which they were received .
* SCPR Sports does seasonal equipment and facility inspections as well as inventory counts of all gear and equipment. Facility concerns should be sent to the Sports Manager and passed along to Sports Field Maintenance.

**Emergency Action Plan**

In case of emergency, the following numbers can be reached, depending on the nature of the incident and level of severity:

* **SCPR Sports Office**

785-251-6970

* **Youth Sports Manager**

785-251-6982

* **Adult Sports Manager**

785-251-6973

* **Sports Supervisor**

785-251-6972

* **Shawnee County Park Police**

785-806-1567

* **Topeka Police Department**

785-368-9551

* **Shawnee County Sheriff’s Office**

785-251-2200

* **Emergency**

911

In case of a weather-related emergency, refer to our SCPR Weather Policy for protocol. Excerpt here:

In the event of inclement weather, we coordinate with Shawnee County Emergency Management to help make decisions. Whether or not to play or postpone league play is ultimately a decision that is made collectively by the managers of Shawnee County Sports.

The Athletics Hotline (785-251-4938) and Play/No Play status at [www.quickscores.com/snco](http://www.quickscores.com/snco) are updated on weekdays at 4:30 p.m., on Saturdays by 7:30 a.m. and on Sundays by noon. If severe weather hits after those times, decisions will be up to on-site Sports Supervisors. If it occurs during play, the call is up to the umpires/referees.