



Coaches Handbook – Basketball

Revised 12/2023

Welcome

We're so glad you decided to join us as a volunteer coach for our program. Your involvement makes this program possible. It is an important role and we want to make sure that you have everything you need to make this season successful.

We measure that success based on our philosophy of the program: *The emphasis of this program is instructional. Participants should develop a basic knowledge of the game and fundamentals in a fun and safe environment. We will hold in tension the focus of recreational basketball, making this sport available to every participant, and respectful competition, elevating the level of play of each participant. Through exceptional volunteer coaches and consistent game play, we hope that each participant will meet new friends and experience a greater love for the sport of basketball, improved fundamental skills, increased mental toughness, and a deeper level of understanding what it means to play the right way.*

This handbook, along with the skills and knowledge you bring, is designed to give you everything you need to do this. Working together, we are certain that we can accomplish our goal and provide the participants with great memories, lots of fun, and an increased knowledge of this great game.

Thank you!

The Homewood-Flossmoor Park District

Coaching Expectations

- 1. Keep the Main Thing the Main Thing** by remembering that this league is centered on having fun. Learning skills is important, but it's not the main thing.
- 2. Be a Leader** by displaying good sportsmanship and recognizing that coaches are role models. Always conduct yourself as a representative of the Park District. Be the first to shake the opposing coaches' hands before and after the game.
- 3. Attend required pre-season meetings, if applicable**, which gives coaches the opportunity to introduce themselves in a relaxed atmosphere and provides an opportunity to outline coaching philosophy and goals for the season. This demonstrates genuine care about the welfare of the participants.
- 4. Develop a coaching philosophy** that is centered on fun and good sportsmanship.
- 5. Be an effective teacher and communicator**
 - Present information clearly and correctly.
 - Offer children feedback on how well they perform.
 - Identify efficient and inefficient performances.
 - Analyze and correct errors that will help develop skills necessary to perform in a competitive environment.
 - Teach basic skills to develop sport specific knowledge and skill as well as confidence and self-esteem.
 - Continue with the drills until they master the fundamentals. Choose drills that involve as many players as possible.
- 6. Keep expectations realistic** by staying focused on the basics while building players skills.

7. Be fair to all players at all times. Two examples of this is to make playing time even and rotating starters.

8. Be prepared to deal with unruly behavior quickly and effectively. Praise acceptable behavior and be clear and specific about the behaviors that are considered unacceptable. Problems that are ignored can undermine the attitude of the entire team and risk making the season miserable for everyone.

9. Check for Safety Issues including water on the floor, debris on the field and other such safety concerns.

10. Notify the Park District Staff (Program Director or Recreation Supervisor) if you have concerns or hear concerns that are outside of your control. This would include parents who display unsportsmanlike conduct. Staff and Officials will have permission to ban offending spectators, as well as coaches and players from games.

Philosophy

We will hold in tension the focus of recreational basketball, making this sport available to every participant, and respectful competition, elevating the level of play of each participant. Through exceptional volunteer coaches and consistent game play, we hope that each participant will meet new friends and experience a greater love for the sport of basketball, improved fundamental skills, increased mental toughness, and a deeper level of understanding what it means to play the right way.

Rules

Standard basketball rules - in accordance with National Federation of State High School Associations (NFHS) – and house rules, shall govern play.

General Game Information

- H-F Park District will provide the appropriate game ball.
- The Official(s) shall call all fouls and violations.
- Games will begin with a jump ball.
- On a free throw, players may enter the lane on release by the shooter.
- Bonus: 1 & 1 on the 7th foul and after. Two shots on the 10th foul and after.
- Non-shooting foul shall be awarded out of bounds.
- The scorekeeper will keep the score for each game. No individual scoring will be kept. For ages 8-10 & 11-13 leagues, the scoreboard will clear once a team is up by 25 points or more; the score will still be kept at the scorekeeper's table. **Only the Head Coach is allowed at the scorekeeper's table.**
- Coaches must be 16 years old or older. Only **coaches** are allowed on the player's bench during the game. Coaches are to stay in the bench area during the game.

Participation

- a. On an ideal, 10-player roster, participants **must** play in at least half of each quarter, which will equal half of a game. No player should play the entire game. A mandatory clearing of the bench will occur at the halfway point of each quarter and at the end of each quarter. Players must check in at the scorer's table at the halfway point of each quarter. The scorekeeper will document and monitor each player's participation to ensure playing time meets the league requirements.
- b. Teams having fewer than 10 players will be allowed to have individual players participate in three out of four playing sessions per half. Players may play two sessions in a row as long as they are limited to three totals per half. The combination of players on the court can reset at the beginning of the second half based on the coach's choice.
- c. Participation in the game is an important part of learning. Rotation of players in different positions is strongly encouraged.
- d. During the last two minutes of regulation, high school league only, coaches are allowed to play any five players. In the event of overtime, all leagues can play any five players.

Time

Games shall consist of four quarters. The game clock will only stop for the following:

- Halfway mark on a dead ball of each quarter for substitutions; max of 60 seconds for substitutions.
- End of a quarter.
- Stoppages during the last minute of 2nd quarter, last two minutes of the 4th quarter and duration (2 min.) of overtime. This applies to the ages 8-10 & ages 11-13 leagues. Stoppages include, but not limited to, free-throws and dead balls.
- Stoppages during the last minute of 1st-3rd quarters, last two minutes of the 4th quarter and duration (2 min.) of OT – High School League only. Stoppages include, but not limited to, free-throws and dead balls.
- Time outs.
- In the event of an injury, the clock will stop and restart when the injured player is removed from the court.
- Officials can stop the clock at their discretion, including conversations with the scorekeeper, coaches, and players.
- Overtime: see Rules and Regulations.

Substitutions are at a quarter's halfway mark on a dead ball, end of the quarter, last two minutes of the game either on a dead ball or injury . Game time is starting time. The timekeeper will be responsible for maintaining these times on the score clock.

Possessions

Whichever team controls the ball during the midpoint substitutions of each quarter will retain possession of the ball. Possessions at all other times will be based on the direction of the possession arrow.

Technical Fouls

1. Technical fouls are given for delay of games (after 2 warnings), foul language, unsportsmanlike conduct, harassing participants and/or staff. Any coach or player given a technical foul due to conduct **may be dismissed** from the league for the remainder of the season. This individual **must** leave the gym **immediately**.
2. Technical fouls given for things OTHER THAN UNSPORTSMANLIKE CONDUCT will follow regular basketball rules.
3. Unsportsmanlike Conduct Technical Fouls (does not include a delay of game technical):
 - *One Technical foul* and the participant is out of the game.
 - *Two Technical fouls* during the season and the participant is out of the current game and is suspended for one game following the game they received it in.
 - *Three Technical fouls* during the season and the participant is suspended for the remainder of the season.
 - *In the High School League* players or coaches may be ejected from the game without warning due to the severity of the foul.
4. In the event that a parent or guardian of a player displays unsportsmanlike conduct, the coach is responsible for warning the parent/guardian. Each coach will be held responsible for the conduct of his or her fans/spectators. If the unsportsmanlike behavior continues, the coach and the parent/guardian may be removed from the game.

Defensive Positioning

After a made basket or opponent's rebound, the team on defense must establish, both feet behind the red line, themselves behind the **red line** on their side of the court until the offensive player with the ball or the ball crosses the half court line. Once the ball crosses, players can defend. Players and teams will receive warnings on the first two violations. **The third will result in a team technical. This rule does not apply to the High School League.**

Miscellaneous

- a. The scorekeepers and officials are in charge of their individual game.
- b. No food, pop, smoking, drugs, guns or gum in the gym.
- c. Non-marking gym shoes only for practices/games.
- d. Sport bottles filled with water or sport drink is allowed.
- e. Bench areas must be cleaned up after your team's game.
- f. Dunking is allowed, but no hanging on the rim or smacking the backboard.

Rules & Regulations

Division	Ages 8-10	Ages 11-13	High School, Grades 9-12
Basket Height	10 feet	10 feet	10 feet
Game Time/Length	Four Eight-Minute Quarters, not more than 50 min.	Four Eight-Minute Quarters, not more than 50 min.	Four Eight-Minute Quarters, not more than 50 min.
Quarter Length	Eight minutes	Eight minutes	Eight minutes
Halftime Length	Three minutes	Three minutes	Three minutes
Ball Size	28.5 women/intermediate	29.5 men/regulation	29.5 men/regulation
Scorekeeping	Yes	Yes	Yes
Time Clock and Free Throws	Running Clock Stopped clock during the last minute of 2nd quarter and last two minutes of the 4th quarter. 12 ft. FT line.	Running Clock Stopped clock during the last minute of 2nd quarter and last two minutes of the 4th quarter. 15 ft. FT line.	Running Clock Stopped Clock during the last minute of each quarter and last two minutes of the 4th quarter. 15 ft. FT line.
Personal Fouls	Yes 5 and out	Yes 5 and out	Yes 5 and out
Defense	Man to Man – Anytime Zone – 1 st & 3 rd Quarters only	Man to Man – Anytime Zone – 1 st & 3 rd Quarters only	Man to Man – Anytime Zone – Anytime
Shooting Fouls	Yes	Yes	Yes
Pressing	Last minute of 4 th QTR. No team can press if they are ahead by 15 points or more.	Last 2 min. of 4 th QTR. No team can press if they are ahead by 20 points or more.	Anytime. No team can press if they are ahead by 25 points or more.
Time Outs	Two – 30 sec. per half No carry over to the 2 nd half	Two – 30 sec. per half No carry over to the 2 nd half	One – full time out and One – 30 second time out per half
Substitution	Substitution @ the 4:00 (halfway) mark & each quarter. Last two minutes – any five, sub anytime.	Substitution @ the 4:00 (halfway) mark & each quarter. Last two minutes – any five, sub anytime.	Substitution @ the 4:00 (halfway) mark & each quarter. Last two minutes – any five, sub anytime.
Overtime	2 minute stopped clock Play any five players One 30 sec. Time Out One OT then sudden death: first team to score any point. Pressing allowed.	2 minute stopped clock Play any five players One 30 sec. Time Out One OT then sudden death: first team to score any point. Pressing allowed.	2 minute stopped clock Play any five players One 30 sec. Time Out One OT then sudden death: first team to score any point. Pressing allowed.

Homewood-Flossmoor Park District: Coaches Code of Ethics

The Park District is dedicated to raising the standard of service to youth in sports through the enforcement of the Code of Ethics among its volunteer coaches. This Code of Ethics defines the expectations for adults serving as coaches in youth sports and provides the tools to be used by the Park District, when necessary, to check behavior and to respond with resolve to protect children from the myriad of possible abuses that can be perpetrated against them by youth sport coaches.

I hereby pledge to provide positive support, care, and encouragement for my child and other children participating in youth sport by adhering to the following **Coaches Code of Ethics**:

- I will not use drugs, alcohol, or tobacco while in contact with players on Park District property.
- I will not criticize coaches, players, staff, officials, or parents/fans during games or practices.
- I will not dispute the decisions of officials during or after a game. I will contact the Recreation Supervisor and go through proper channels to voice my opinion.
- I will keep the sporting environment safe and clean at all times and follow all Park District rules for use of facilities and grounds.
- I will not jeopardize a player's health or safety by allowing him/her to enter or re-enter a game once he/she is injured.
- I will ensure that team activities serve as a foundation for life learning and are structured to help the athletes achieve their potential.
- I will always place the athlete first and winning second - winning is dependent on teamwork.
- I will always exemplify and follow the rules of fair play and good sportsmanship.
- I will not use abusive and/or profane language toward any coach, player, staff, official, or parent during games or practices.
- I will play each child equally as mandated by the Park District and I will rotate my players equally and fairly.
- I will review the Code of Conduct with the parents/guardians of my players and will monitor my parents/guardians throughout the season, knowing that in the event that a parent or guardian of a player displays unsportsmanlike conduct, the coach is responsible for warning the parent/guardian. If the behavior continues, the coach and the parent/guardian will be removed from the game.

Coach's Name (please print) _____

Signature _____ Date _____

Enforcement – The Park District will respond to complaints made against any coach that has allegedly violated the Code of Ethics. In order for the Recreation Department to take appropriate action when a coach is found to have violated the Code of Ethics, the following has been developed to accompany the Code of Ethics:

Possible actions include but are not limited to:

- Warning to and/or apology from coach
- Probation through close monitoring
- One game suspension
- Multiple game suspension
- Immediate Dismissal from coaching