

# **East Montpelier Recreation Athletic Policies**

## **Statement of Purpose:**

**East Montpelier Recreation will support recreational activities and community events for all residents of East Montpelier by providing quality facilities for recreational activities and supporting quality events that enhance the community.**

**All activities sponsored by East Montpelier Recreation shall strive to provide a fair, positive, safe, and fun experience for all.**

### **2017 - 2018 Board Members:**

**Chair:**

**Phillip Heinz                      802-522-7065**

**Vice Chair:**

**Michael Blanchard      978-270-7511**

**Treasurer:**

**Bob Fitch                              802-279-1560**

**Clerk:**

**Jack Zeilenga                      802-595-4381**

**Members:**

**Jan Aldrich**

**Cristin O'Donnell**

**Alex Rob**

**Paul Winters**

## **Athletic Programming and Coaching**

All programs supported directly by the East Montpelier Recreation shall adhere to following guidelines:

1. All programs will be open to residents of East Montpelier. Programs may include athletes/participants from surrounding communities meeting any age/grade requirements should space allow and with approval of the EM Recreation Board member who oversees that program.
2. All programs which require coaches shall have a minimum of two adults at all practices and games;
3. Programs shall follow minimum and/or maximum numbers of participants in order to ensure no team has too few or too many players allowing all players access to appropriate playing time and coaching. Specifically,
  - o Soccer shall have a minimum of 9 players and a maximum of 12;
  - o Basketball shall have a minimum of 8 players and a maximum of 10;
  - o Deviations from this model can exist with proper approval from East Montpelier Recreation.
4. Programs for children in grades K-2 shall:
  - o Meet once per week;
  - o Include boys & girls playing together;
  - o Focus on basic skill development and rules of the game;
  - o NOT focus on scores; and
  - o Include mini-versions of games.
5. Programs for children in grades 3-6 shall:
  - o Meet twice per week for practice and/or games;
  - o Include separate boys & girls teams wherever the numbers allow;
  - o Focus on skill development and understanding of the rules of the game;
  - o De-emphasize scores and winning; and
  - o Encourage a variety of position and situational play.
6. Coaches shall follow these guidelines:
  - o All coaches are volunteers;
  - o All head coaches must be age 18 or over;
  - o Assistant coaches must have attained the minimum grade level of Sophomore in High School;
  - o Coaches shall complete an application form on an annual basis and will be subject to a background check;
  - o Coaches are strongly encouraged to attend any district wide clinics and/or seek resources for drills and methodologies for effective practices and to obtain a solid understanding of the rules of the game;
  - o Coaches are representatives of their team, the town, and East Montpelier Recreation and therefore shall follow the sportsmanship code of conduct;

- o All coaches will carry with them at all practices and games all player's emergency contact listings;
- o Coaches should ensure all members of the team are properly notified of practice and game schedules;
- o Coaches shall ensure all players have fair playing time (fair playing time does NOT mean equal playing time – fairness may be based on things such as effort level, attendance at practice, attitude, etc.)
- o Coaches shall report any problems or issues with the designated Athletic Director or EMRC appointee within 24 hours of occurrence or awareness of an issue.

## **Equipment and Supplies**

East Montpelier Recreation working with the town of East Montpelier shall maintain all fields and equipment and supply to coaches all necessary equipment to provide an effective and safe environment. This will be accomplished by ensuring that:

- Trash containers and port-o-lets are available to users of the field;
- Fields are properly mowed and free of any debris that would be harmful to its users;
- On at least an annual basis, maintenance needs of the fields, buildings, and/or equipment are identified and work-bees and/or hiring of work to be done is scheduled or equipment purchased;
- Parking lots and roadways are accessible and properly marked when inaccessible (such as during spring until the grounds have dried out);
- Equipment and uniforms are properly stored during non-use in buildings on site or other locations agreed upon by the Recreation Board.
- A listing of equipment owned by the East Montpelier Rec Board is maintained;
- Storage spaces are properly locked, and access is limited to those who need it;
- Fields are properly lined for use of play during games;
- Equipment and supplies shall be available for the following programs:
  - o **Soccer**: each coach in the 3-6 program shall receive at the start of each season and is responsible for returning at the end of each season:

A bag of balls;

Whistles for use during practices and for refs;

Mouth guards available for sale to players (at nominal amount);

Uniforms for player use during the season;

Pinnies – for use during practice and for goalie during game

A medical kit.

- **Basketball:** each coach in the 3-6 program shall receive at the start of each season and is responsible for returning at the end of each season:

A key to the basketball cage stored in EMES gym;  
 Whistles for use during practices and for refs;  
 Mouth guards available for sale to players (at nominal amount);  
 Uniforms for player use during the season;  
 Pinnies – for use during practice;  
 A scorebook (for 5-6 teams only)  
 A medical kit.

## **Sportsmanship Code of Conduct**

**These expectations apply to all recreation opportunities sponsored by the school.  
 All members of East Montpelier Recreation, coaches and players shall adhere to the following  
 code of conduct.**

### **Expectations for Players**

- Play for fun
- Be on time for practices and games
- Have a positive attitude
- Work to improve your skills
- Practice teamwork, sportsmanship
- Respect your teammates, coach, parents, opponents and officials
- Never argue a call
- Respect others' property

### **Expectations for Coaches**

- Playing a sport is about having fun, good sportsmanship, developing skills, teamwork, respect and learning how to contribute as a member of a team.
- Encourage all players, regardless of skill level. Be consistent and fair.
- Every player participates and playing time should be equitable. However, coaches may consider attendance at practices in making decisions regarding play time.

- Provide an environment that promotes fun, skill development and sportsmanship through proper instruction and practice time. Winning is not the only consideration but promoting a healthy level of competitiveness in a positive way is encouraged.
- Provide positive reinforcement including praise for success and constructive criticism when mistakes are made.
- Refrain from addressing issues with other coaches/parents/referees in front of players or parents especially in a confrontational way. The following behaviors are unacceptable and will not be tolerated - berating of players, coaches, or officials, use of vulgar language, intoxication from alcohol or drugs, physical harm in any way towards players, coaches, or officials.
- If more than one team is needed for a particular grade level due to size, teams should be put together so that they are as equal as possible in terms of skill level. We do not condone A and B teams.
- We do not condone running up the score. This can be difficult in situations where there is a wide gap between the skill levels of the competing teams. If the score becomes largely lopsided, coaches should implement one or more of the competitive balance rules (referenced in the WCSU Athletics Manual).
- Be a role model for your players.
- An updated rule book will be provided to coach and referees at the beginning of the season.

### **Expectations for Spectators**

- Be supportive
- Make sure your child is on time to games and practices
- Applaud effort from both teams, cheer positively
- Be positive and respectful to everyone – players, referees, coaches, fans
- Refrain from inappropriate language.
- Address issues promptly with the coach
- No smoking, alcohol or drug use on school grounds.

The member schools and organizations of the WCSU Recreation Council have agreed that there should be an expectation of positive support from fans at all sporting events.

Cheering in a positive fashion for both sides is encouraged. Our goal is a positive experience for all involved. **All officials and coaches are volunteers. We should appreciate their efforts and support them, setting a good example for the players.**

Unsportsmanlike or inappropriate spectator behavior cannot be tolerated in this environment. This includes but is not limited to: booing, shouting at officials, coaches, players, or arguing calls. Expressing any negative behavior or comments, threats, or obscene gestures to players, coaches or officials is unacceptable. Coaching or refereeing from the sidelines should not occur.

Any person who does not behave appropriately will be asked to leave according to the following steps:

1. Officials will identify violator to the coaches or vice versa.
2. Officials will confer with both coaches, one of whom will then approach the spectator and give a warning. If an incident occurs again, they will be asked to leave.
3. Play will not resume until he/she has left the facility. If they refuse, the game will be over.

## **Disciplinary Procedures**

In the event there is a dispute or question regarding the conduct of a board member, officer, appointed repetitive, or coach the following action shall be taken:

1. If the issue involved could jeopardize the safety of any student athlete, the individual will immediately be removed from his/her duties pending any further/inquiry into the matter by a co-chair of East Montpelier Recreation;
2. If the issue appears to be criminal in nature, East Montpelier Recreation has the obligation to report the matter to the proper authorities;
3. All issues involving a coach shall first be brought to the attention of the coach by the party concerned and if resolution cannot be reached, the concerned party shall:
  - A. Contact the athletic director if there is one and/or the principle if the incident involves school property; and
  - B. Bring the issue to East Montpelier Recreation for discussion and consideration of any action to be taken; and
  - C. If the issue is determined to require an immediate or timely response, an emergency session on East Montpelier Recreation will be called to discuss the issue

4. All issues involving another member of East Montpelier Recreation who are directly involved with the dispute/grievance shall not participate in any discussion regarding disciplinary actions.

5. If the issue is not related to the safety of any student athlete, the board shall consider the conduct of the individual and may take, but not limited to; any of the following actions:

- A. Provide a reminder regarding expected behaviors;
- B. Provide a timeline for correction of behavior;
- C. Request apology or other corrective action be taken; or
- D. Remove the person from said responsibilities

In the event there is a dispute or question regarding the conduct of a student athlete, the following action shall be taken:

General student athlete expectations regarding appropriate conduct will be outlined by the coach prior to the season. Disciplinary action for any conduct not in line with said expectations could result in disciplinary actions at the discretion of the coach to include; but not limited to:

Providing the student athlete with a reminder of expectations and warning regarding potential consequences;

Reduced playing time at a future contest;

Removal of player from a practice or contest for part or all of the remaining time;

Suspension of the player for a determined number of games or practices; or

Suspension of the player for the remainder of the season

Coaches who deem it a necessity to suspend a player from practice or game activities will notify at least one member of East Montpelier Recreation so that the committee is in the loop regarding the removal of the student athlete from activities for a determined point in time. The committee may discuss whether the consequence is appropriate based on the information provided by the coach.

If an injury should occur to another player, coach, official or spectator as a direct result of the inappropriate conduct of a student athlete, the coach will immediately remove the player from game or practice activity and will complete an incident report. The coach will notify East Montpelier Recreation and provide them a copy of the incident report

# East Montpelier Recreation Incident Report

REPORTED BY: \_\_\_\_\_ DATE OF REPORT: \_\_\_\_\_

TITLE / ROLE: \_\_\_\_\_

## INCIDENT INFORMATION

INCIDENT TYPE: \_\_\_\_\_ DATE OF INCIDENT: \_\_\_\_\_

LOCATION: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_

SPECIFIC AREA OF LOCATION (if applicable): \_\_\_\_\_

## INCIDENT DESCRIPTION

## NAME / ROLE / CONTACT OF PARTIES INVOLVED

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

## NAME / ROLE / CONTACT OF WITNESSES

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

## FOLLOW-UP ACTION

REPORTERS  
NAME: \_\_\_\_\_

REPORTERS  
SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_