

DEPARTMENT OF AIR FORCE



YOUTH PROGRAMS

RAF Alconbury Youth Programs

YOUTH SPORTS PARENTS' HANDBOOK

RAF Alconbury Youth Center

DSN: 268-3604 COMM: 01480 843604 | BLDG. 680

Table of Contents

Welcome from the Director.....	Page 2
Air Force Child and Youth Programs Mission Statement.....	Page 2
Program Philosophy.....	Page 2
National Standards for Parents in Youth Sports.....	Page 2
Concepts and Goals of the Youth Sports Program.....	Page 3
Program Eligibility.....	Page 4
Registration Policy.....	Page 4
Physical Examination Requirement.....	Page 4
Refund Policy.....	Page 4
Inclusion Policy.....	Page 4
Roles and Responsibilities.....	Page 5
Important Phone Numbers.....	Page 5
Certification of Coaches.....	Page 5
Substance Abuse.....	Page 6
Child Abuse Identification/Prevention/Reporting & DOD Child Abuse Hotline Phone Number.....	Page 6
Positive Guidance and Appropriate Touch.....	Page 6
Youth Sports Health and Safety Plan.....	Page 10
Concussion Awareness.....	Page 10
Inclement Weather Procedures.....	Page 10
Emergency Plan Procedures.....	Page 11
Transportation Policy.....	Page 12
Skills Assessments and Team Selections.....	Page 12
Minimum Play.....	Page 12
Excused Absences.....	Page 12
League Bylaws.....	Page 12
Appropriate Clothing.....	Page 13
Awards and End of Season Parties.....	Page 13
NAYS Parents' Code of Ethics.....	Page 14
Spectators.....	Page 14
Sportsmanship.....	Page 14
Player Suspension and Player, Coach, and Parent Removal Procedures.....	Page 15

Welcome from the Director

Welcome to the World of Youth Sports! Our primary purpose is to provide a safe and fun environment where our youth can be motivated to learn new skills and build self-esteem through recreational sports. In order for our youth to have a positive experience, there are two factors which I believe are important. First, having a knowledgeable and motivated coach who will teach the necessary skills in a positive and safe environment and second, is the encouragement and support received from their parents.

I look forward to a great season with our youth, coaches, and parents. As always, if you have any questions or concerns regarding our youth sports program, please feel free to contact me.

Carlos Lopez Santana

Director, Youth Sports

Air Force Child and Youth Programs Mission Statement

Assist DOD military and civilian personnel in balancing the competing demands of the accomplishment of the DOD mission and family life through delivery of a system of quality, available and affordable programs and services for eligible children and youth.

Program Philosophy

The RAF Alconbury Youth Sports Program provides youth ages 5-18 an opportunity to participate in a variety of organized sports. It provides opportunities for recreational enjoyment, as well as physical, social, and emotional development regardless of skills or ability. The RAF Alconbury Youth Sports Program operates under the guidelines of the Air Force in accordance with the National Alliance for Youth Sports. The program focuses on organizing meaningful play along with physical and emotional development of each child. Sports opportunities are designed to allow all children equal participation.

NAYS Standards for Parents in Youth Sports

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.

Concepts and Goals of the Youth Sports Program

Fun and enjoyment: Provide all youth ages 5-18 with opportunities for participation, fun, and enjoyment, regardless of abilities.

Leisure Skills Development: Provide opportunities for youth to develop lifetime leisure skills.

Physical Development: Assist youth with physical development by:

- Teaching fundamental and safe sports related skills that are age appropriate.
- Providing opportunities to improve physical conditioning.
- Teaching sound health habits.
- Providing a safe playing area with proper equipment.

Psychological Development: Assist youth with psychological development by:

- Fostering the development of self-worth and personal identity.
- Providing opportunities to express and control emotions.
- Creating a learning environment.

Social Development: Help youth develop socially by providing opportunities:

- To have fun with others and to learn independence as well as the importance of teamwork.
- To learn cooperation and sportsmanship.
- To develop leadership skills and initiative.
- To learn how to compete including how to put winning or losing into perspective.

Concept of Winning: Help participants learn from both winning and losing by emphasizing:

- Winning is not the primary goal and does not define success.
- Success is related to effort and is found in striving for the best they can do.
- Losing a game or an event is not a reflection of self-worth.

Program Eligibility

Youth eligible for youth programs as authorized in AFI 34-144, Youth Programs, may participate in organized youth sports programs. All players must be properly registered with the Youth Sports Program before participating in any practices and games. A player will be considered properly registered when completed registration form, a current sports physical form, payment, immunization record, and any other necessary documents for the season have been placed on file.

Registration Policy

Each child participating in youth sports at RAF Alconbury must be registered in person by a parent/legal guardian. Registration may be completed any time during a registration period. A current sports physical and a current immunization record is required. Payment is due at the time of registration.

Physical Examination Requirement

Prior to participating in the youth sports program, each child is required to have a yearly sports physical completed. The sports physical must not expire prior to the last scheduled game or practice date. Youth participating in the youth sports program must have current immunizations required by the American Academy of Pediatrics and the Centers for Disease Control for children of their age. Waivers will not be granted for physicals.

Parent Orientation

A Parent Orientation will take place before the start of each sports season. Parents are required to attend one parent orientation meeting a year. The Parent Orientation will cover rules and expectations of the game, bylaws, and Code of Ethics, among other things. This is also a time to address any questions or concerns.

Refund Policy

A refund may be requested and honored before the scheduled parent meeting for the season. After the start of the season, refunds will be granted for medical reasons. These refunds will be prorated and will require supporting documentation.

Inclusion Policy

Equal playing opportunities are provided for all youth regardless of race, creed, sex, sexual orientation, economic status, or ability.

- Sex/race stereotyping and racial prejudice of any kind is prohibited.

- Adult youth sports leaders demonstrate a tolerance of, and respect for, people of all abilities, sizes, shapes, colors, cultural, and economic backgrounds.
- Each league has a non-discrimination policy that ensures participation for all youth regardless of race, creed, sex, economic status, or ability.
- Sexual harassment issues should be reported to the supervisor on duty. Zero Tolerance!

Roles and Responsibilities

Youth Program Director: Oversees the running of all Youth Programs. Ensures that the Youth Programs meets all Air Force standards. Has the final say in disciplinary actions.

Youth Sports Director: Plans and implements an organized, structured, and recreational sports league for youth ages 5-18. Organizes coaches training and ensures that all equipment is up to safety standards. Handles any disputes that may arise.

Volunteer Coaches: Volunteer coaches are extensions of Youth Programs and the military community and as such, must be held responsible for their decisions and actions. They represent the integrity of the program and should at all times abide by and enforce program objectives and policies.

Officials: Officials encourage good sportsmanship by demonstrating positive support of all players, coaches, fellow officials and league administration at all times. Is knowledgeable of the rules of each sport in which they officiate and applies rules fairly to all participants.

Parents: Parents are motivators who initiate and maintain their child's participation; teachers who help their child through difficulties and reinforce appropriate techniques; psychological supporters who give positive advice and support; and organizers/facilitators who assists with a variety of tasks such as obtaining proper equipment and providing transportation. Parents are vital in creating a positive, safe, and fun sports experience for their youth.

Important Phone Numbers

Please feel free to contact us if you have any questions or concerns.

Youth Sports Director: DSN: 268-3601 Commercial: 01480 843601

Youth Center Front Desk: DSN: 268-3604 Commercial: 01480 843604

Certification of Coaches

All youth sports coaches are required to be certified under the National Alliance for Youth Sports (NAYS), hold a current CPR & First Aid certification, and complete NAYS sport specific training, among other Air Force requirements. An Installation Records Check will be conducted on all coaches and volunteers.

Substance Abuse

Drugs and alcoholic beverages are not permitted at any Youth Sports Program practices or games. Any player or coach found guilty of substance abuse will be dismissed from the program. Parents/spectators who consume drugs or alcohol prior to attending Youth Sports Program games or practices will not be allowed on the premises. You will be asked to leave and security forces will be notified. Please be aware that Youth Center grounds as well as playing areas are TOBACCO-FREE areas. Coaches, players, parents, and spectators are to refrain from smoking at Youth Sports Program activities.

Child Abuse Identification/Prevention/Reporting

Child Abuse Hotline: 571-372-5348 (Oversees)

Definitions

- **Child Abuse:** Physical injury/emotional disturbance where circumstances indicated this condition may not be the product of accidental occurrence.
- **Child Neglect:** Acts of omission that could be expected to result in physical or emotional harm to children.

Physical Abuse Indicators

- Broken bones
- Brain damage or skull fractures
- Internal injury
- Poisoning
- Burn or scald
- Severe cut, laceration, bruise
- Minor cut, bruise, welt
- Twisting or shaking

Positive Guidance and Appropriate Touch

Taken from Air Force Child and Youth Programs

Positive Guidance and Appropriate Touch Instructional Guide

1. **TRAINING OBJECTIVE:** To assist Child and Youth Programs (CYP) personnel (CYP staff and managers, Family Child Care (FCC) providers and coordinators, contract workers and volunteers) in building relationships with children/youth through appropriate adult-to-child interactions.
2. **PURPOSE:** To outline appropriate adult-to-child interactions in CYP.
3. **OVERVIEW:**
 - a. Children/youth need guidance from adults to keep them safe, encourage development of self-control, self-reliance and respect for the rights of others. These skills are crucial to their future success as adults. Guidance of child/youth behavior is ongoing and requires skill and patience.

- b. For guidance to be most successful, it needs to occur in the context of a caring and supportive relationship. It's important that the CYP personnel get to know and understand the child/youth's typical behavior. Effective guidance takes place when children/youth know and trust adults caring for them and the adults show children/youth their concern for them is unconditional.
- c. CYP personnel must recognize children/youth as individuals and respect differing abilities, temperaments, activity levels, and developmental characteristics. No one specific guidance technique will work for every situation; therefore approaches will need to be adapted for each child/youth.
- d. Touch is as necessary as food or water for children/youth to thrive and grow physically, cognitively, socially, and emotionally. Appropriate touch respects the personal privacy and space of children/youth; is nurturing (hugs, giving high-fives, etc.); keeps children/youth safe (separating physically conflicting children/youth, examining cuts/bruises/unusual marks, administering first aid to injuries); and assists with hygiene (face and hand washing, diaper changing, etc.). Remember, the age and individual needs and preferences of the child/youth should always be considered when determining if a touch is appropriate.
- e. All CYP personnel must receive training on positive guidance techniques and appropriate touch and sign a written statement of understanding during New Employee/Provider Orientation. Annually thereafter, CYP personnel must receive training on positive guidance techniques and appropriate touch. All training is documented on the AF Form 1098, Special Task Certification and Recurring Training.
- f. Incidents of inappropriate guidance/touch are reported, using the AF CYP Reportable Incidents Report Form, to the Flight Chief, Family Advocacy, Squadron Commander/Director, Major Command Specialist/Installation Support Division, Air Force Personnel Center Directorate of Services Child and Youth Programs, and Headquarters United States Air Force Child and Youth Programs within 24 hours of occurrence.

4. APPROPRIATE GUIDANCE TECHNIQUES:

- a. Consider Possible Reasons for Behaviors: Behaviors are a form of communication. Due to the limited language and experiences of a child/youth, sometimes their actions speak louder than words. Avoid blaming the child/youth for the challenging behavior and look to identify the root cause of the behavior.
- b. Listening: An important element of communication is the ability to listen to the messages a child/youth is telling us. Adults should not only listen with their ears, but also "listen" with their eyes. Focus on body language, tone of voice, facial expressions, etc. to truly understand what children/youth are trying to communicate.
- c. Understanding Development: Knowing what to expect developmentally for children/youth helps to ensure adult expectations are appropriate. Knowing the ages of stages of child/youth growth and development helps adults ensure that they offer children activities and materials that are stimulating rather than frustrating. Children/youth gain competence and confidence in mastering tasks and facing challenges.
- d. Providing Opportunities for Choices: When appropriate, provide choices rather than directions to children/youth. Remember the developmental age of the child/youth when offering choices. Older children/youth do better with more open-ended choices (ex: "What would you like to do today?"), while younger children may need limited choices. (Ex: "It's cold outside. Do you want to wear your sweater or your jacket?")
- e. Establishing Limits and Rules: Create realistic and developmentally appropriate limits and rules which focus on taking care of "self, others and the environment and materials." Involve children/youth in the development of rules and limits and communicate them clearly. Consider posting rules or scheduling a time to discuss/remind children/youth. Older youth and teens need clear limits with consequences

other than expulsion. Youth and families should receive a copy of the program's written code of conduct to ensure their understanding of expectations.

- f. Anticipating and Preventing Challenging Behaviors: Plan environments, activities, and projects based on the foundation of child/youth development. Use visual cues such as a schedule, sign-up sheet, rebus cards or pictures to reinforce expectations. Anticipate how children/youth may respond to certain stimuli or situations. Plan ahead to prevent problems.
- g. Indirect Guidance: Indirect guidance allows children/youth to know what the expectations are without a great deal of direction from adults. For example, if children/youth are given the opportunity to work the CD player, is there a way for them to know what an acceptable volume is? By simply marking a red line on the volume control, children/youth have a visual reminder about what is an acceptable volume.
- h. Reinforcement: Reinforce positive behavior using encouraging words. Be specific in your reinforcement and explain what the child/youth has done (ex. "You did a good job rearranging all of the art supplies. I really appreciate that you took the time organize the area.") These words describe the actions the adult is praising instead of simply saying "Good job."
- i. Redirection: Redirection is used to get a child/youth to "redirect" his/her thoughts or actions into a more appropriate activity. "You can run while you are on the playground. Do you want me to put some music on so you can dance?" "The locator board tells us the playground is full. I will keep my eye on the board and let you know when there is an open space. While you are waiting, there is a great cooking activity going on in the cafe."
- j. Intentional Environments: The learning environment is an important and powerful teaching tool. If the environment is set up with the knowledge of how children/youth learn and develop, it can positively support teaching and learning. Staff/providers observing challenging behaviors should consider how the daily schedule, transitions, room arrangement or materials may be contributing factors.
- k. Logical and Natural Consequences: Consequences are positive or negative outcomes of an action. Natural consequences occur on their own. They are not controlled or manipulated by anyone, they simply just happen. For example: A child or youth who does not eat lunch is hungry later. Logical consequences are situations engineered by the person in authority and they are logically connected to the wrong. It is logical because it "fits" the offense. For example: If a child spills paint, it is not logical for him or her to have to leave the art area or to be lectured. These responses lack a follow-on connection to the occurrence. Cleaning the floor and refilling the container are both logical and educational. Children/youth that experience natural and logical consequences develop self-discipline and inner strength. They also learn to respect order because they see that following rules leads to better living as opposed to being in fear of punishment.
- l. Conflict Resolution: Conflict resolution is a time to find solutions, understand each person's perspective and share feelings. It is not an opportunity to have one person win and the other lose. Conflict resolution is a very effective guidance tool because it allows children/youth to practice negotiation, compromise, listening skills, empathy, self-calming techniques and assertiveness without aggression.
- m. Providing Language to Identify Expressions of Emotions: One of the most important social/emotional development skills we can teach is helping a child/youth move from physical reactions to verbal responses that communicate their feelings/needs. They must be able to connect and communicate with others in order to be successful in current and future relationships. Younger children might have difficulty identifying a feeling and may benefit from prompting or exploring feelings. (Ex. Does that make you feel sad?)
- n. Modeling Prosocial Behaviors: CYP personnel promote prosocial behavior by interacting in a respectful manner with children/youth, families, and co-workers. Examples include: discussing behavioral challenges privately, ensuring each child/youth has the opportunity to contribute to the group, building a classroom/home community, assisting children/youth in conflict and countering bullying behaviors.

- o. Be in Control without Being Overly Controlling: Consistency is very important; however, it is equally important to have flexibility. Once in a while, it is OK to give in about the small stuff, provided that it is not something dangerous. For example, teens passionately expressing their opinion about procedures in the program, even when they are not the opinions of the adults, could result in a life skill regarding compromise and respecting differences. Drug and alcohol use, on the other hand, are non-negotiable. Know that sometimes the best response is to ignore a behavior.
- p. Restraint: As a last resort, restraint is used ONLY when children/youth are endangering themselves and/or others. Restraining a child/youth requires careful action by CYP personnel and should only be used when a child is unresponsive to all other guidance techniques. The intent of restraining is to keep a child/youth safe and to assist with calming the behaviors. It is critical for the CYP personnel to remain calm, use a soothing tone of voice, know when to call for assistance and ensure the child is not hurt.

5. INAPPROPRIATE GUIDANCE TECHNIQUES:

- a. CYP personnel never use threats or derogatory remarks about children/youth or their families.
- b. At all times, children/youth should be free from criticism, repression and punishment. Therefore, the following techniques are unacceptable for use by any adult (including parents) in CYP. NOTE: This list is not all-inclusive. Remember, any act that risks harming a child/youth physically or psychologically is not permitted in CYP.
 - Spanking, slapping, biting, hitting, pinching, yanking, shoving, shaking, pulling hair or any other form of physical abuse
 - Threats, name-calling, sarcasm, belittling, teasing or any other form of verbal abuse
 - Isolation away from adult contact/sight
 - Confinement in closets, boxes or similar places
 - Binding to restrain movement of mouth or limbs
 - Withholding or forcing meals, snacks, toileting, outdoor play experiences or rest time
 - Allowing children/youth to remain in soiled or wet clothing
 - Intimidating a child with facial expression, tone of voice or a physical presence (ex. standing over them, finger pointing)
 - Touching children/youth in uncomfortable or inappropriate ways, such as: tickling, kissing, forced goodbye hugs/kisses, fondling or touching genitals (except when necessary to clean a child who has soiled himself/herself)
 - Coercion or other forms of exploitation of a child's lack of knowledge

6. BEHAVIOR SUPPORT PLANS:

- a. It might be time to consider a behavior support plan when children/youth display behaviors that are consistent, intense and/or put themselves or others at risk. The plan should include a mix of strategies which build relationships between the child/youth, staff and family, reduces the need for conflict, and teaches them to be successful in their relationships with others.
- b. A behavior support plan should be developed with the understanding that adults (including parents/guardians) in the life of the child/youth recognize the individual needs and challenges of the child/youth and are going to provide support and understanding to assist in their development of social and emotional skills. There will need to be changes and compromises in order for a plan to be effective. In addition, everyone will have to be accountable for trying new things. A good plan outlines everyone's responsibilities and provides the time for change to occur.
- c. CYP Managers and Training & Curriculum (T&C) Specialists support staff/providers, parents and children/youth by increasing observations, debriefs, and parent conferences to facilitate successful implementation of the plan, processes and strategies. Managers and T&Cs also play an essential role in

obtaining outside resources to provide additional support such as the Military Family Life Consultant (MFLC), Kids Included Together (KIT), School Liaison Officers (SLO), Exceptional Family Member Program (EFMP) Coordinators and installation CYP Medical Advisor. I have received training and understand I must follow the requirements outlined in the Air Force Child and Youth Programs Positive Guidance and Appropriate Touch Instructional Guide. I will receive annual training on positive guidance and appropriate touch. All training will be documented on the AF Form 1098, Special Task Certification and Recurring Training.

Youth Sports Health and Safety Plan

The number one priority of RAF Alconbury Youth Sports Program is the safety of all participants. All efforts are made to ensure that a safe environment is maintained at all times.

1. All playing areas are checked before the start of the season with Wing Safety.
2. Adequate safety equipment is made available for each sport.
3. All coaches are briefed on and given a copy of the Emergency Plan.
4. Coaches are required to conduct adequate warm up time before each game or practice.
5. Proper clothing is required for each participant according to sport.
6. Spectators are required to stand back from playing area to minimize player distraction.
7. If severe weather is sighted within 5 miles of the base games will be suspended.
8. Coaches and staff are trained in child abuse identification, reporting, and prevention.
9. At least 2 adults will be present for all events.
10. First aid kits are available to staff and volunteers.

There may be instances of injury in which first aid is administered to participants. During these cases, an AF 1187 will be filled out by either the coach or a youth sports employee, who have been trained and certified in first aid. Parents will be notified of the circumstances and the first aid that was used.

Concussion Awareness

As much as safety in youth sports is stressed, accidents such as concussions can occur. A concussion is a traumatic injury to the brain that can cause symptoms that effect mental status along with other symptoms. If left undiagnosed, this poses great risk to an athlete as they may develop second impact syndrome which could result in potentially fatal outcomes if the athlete has not recovered from their previous brain injury. In the event a concussion is suspected, trained staff will conduct a "sideline" evaluation. Medical attention will be called upon if assessment becomes unfavorable. A doctor's clearance will be required in order to continue participation.

Inclement Weather Procedures

During outdoor sports seasons, youth sports staff are responsible for terminating practice or games when weather conditions are perceived to be a threat to safety. Because of the particular dangers associated with thunderstorms, coaches and officials will immediately remove teams from fields to a safe area indoors when thunder is heard or lightning is seen. Indoor sports generally are not affected by outside weather conditions. However, road

conditions can become hazardous and make getting to the venue a dangerous endeavor. Weather resulting in red road conditions require all activities to terminate to allow for safe travels. The Base Law Enforcement Desk has the most accurate road and driving conditions. For updated information you may call them at DSN: 268-2400 or Commercial 01480 8227400. The Youth Sports Director or a coach will inform coaches and parents prior to cancelled activities as soon as possible. Only games will be rescheduled.

Emergency Plan Procedures

Fire Emergency or Fire Drill

Coaches have been trained regarding these procedures. They are trained with the following information: In the event of a fire or fire drill you must make sure all the youth are accounted for before, during, and after leaving the building. Ensure you exit the building, with the youth, promptly. If you are located in the gym, you will exit the building from one of the side doors leading to the playground. You will then exit through the Youth Center playground/lawn through the gate in the fence. Line up along the outside portion of the fence.

Medical Emergency

In the event of a medical emergency, the following steps will be taken by the staff or volunteers present:

1. Assess the situation. Do not panic. Administer first aid only if you are qualified.
2. Have an adult stay with the injured person at all times.
3. If additional assistance is needed and no cell phone is available, find the closest phone and call DSN 911 or Commercial 01480 841911. Provide the dispatcher with the following information then stay on the phone until told to hang up:
 - a. Your name and position.
 - b. Exact location including street access, entry gate, and building location.
 - c. Victim's condition.
 - d. Nature of the injury and circumstances surrounding the emergency.
4. Return to the injury scene in case you are needed for other assistance.
5. Meet the emergency vehicle.
6. Immediately call the parent or guardian and advise them of the circumstances.
7. Report the accident to a Youth Center staff member as soon as possible.
8. Fill out an AF1187 and submit to a Youth Center staff member as soon as possible.
9. On the evening of the accident call the child's parents or guardians to make sure everything is okay.

Please remember:

- At no time should you offer a diagnosis or express personal opinion as to the extent of the injury.
- Coaches are responsible for keeping emergency phone numbers and medical information about the players on hand at all times.

Shelter in Place

Shelter in Place occurs when there is a need to secure safety within the building due to an outside threat such as an active shooter in the area. In the event of a need to enact Shelter in Place, the gym closet is the designated Youth Center

location. There are red arrows around the building that will guide you to the proper area. It is important to close and lock doors, close windows, and have a First Aid kit available.

Transportation Policy

When transportation is necessary, the RAF Alconbury Youth Programs will use military vehicles driven by Youth Programs staff or qualified volunteers to transport children. All vehicles are licensed and receive regular inspections. All vehicles contain a fire extinguisher and first aid kit. Driving records and driver's licenses of all staff/volunteers are verified and kept on file. Use of seatbelts is mandatory. At NO time will a staff member or volunteer transport a child in a personal vehicle.

Skills Assessments and Team Selections

Prior to the start of a new season, a skills assessment is required for youth ages 7 and up to attend. Skills assessments are intended to help ensure that teams are equal and fair. The Youth Sports Director, coaches, and or volunteers will evaluate each player as they perform drills. These drills will test their abilities and skills development. Rating system is based on 1-5. 1-Low Skills, 2-Below Average, 3-Average Skills, 4- Above Average Skills, 5-Outstanding. Once assessments have been conducted, a draft will take place between coaches and the Youth Sports Director. Requests for a specific coach or team will not be permitted. Siblings will be placed on the same team if they are within the same age group.

Minimum Play

Leagues within the Air Force Youth Sports program require that every youth play a minimum of half a game where time periods are used. When innings, rounds, or score is used to determine the length of the game, every effort must be made to play each player equally or ensure that over the course of several games, each player has the opportunity to play the equivalent of half of each game. It is the coach's responsibility to be sure this is enforced.

Excused Absences

Sports is only one part of a child's life and no coach shall punish a child in any way if he or she misses a practice or game due to family related activities and events such as church, school, or scouts. These will be considered excused.

League Bylaws

Bylaws to each sport will be given to parents at the Parent Orientation and to coaches at the Coaches Meeting. Bylaws will be distributed to parents who did not attend orientation. Bylaws are reviewed and updated prior to the start of each sport.

Appropriate Clothing

Having the appropriate clothing for practice and games is paramount. Please note that coaches, officials, or the Youth Sports Director may prohibit a child from participating if these guidelines are not followed.

Soccer

Cleats/Tennis shoes: Cleats are not mandatory, however are highly encouraged. Rubber soled cleats are the only acceptable cleat. Metal cleats will not be permitted. Tennis shoes may be worn if cleats are not available.

Shin Guards: Shin guards are mandatory for practices and games. They should also be covered by either socks or long pants.

Clothing: Short or long sleeved shirts. Hooded sweatshirts are permitted underneath the uniform during games providing that the hood is tucked in to the uniform. Shorts or pants **WITHOUT** pockets should be worn as pockets can become a safety hazard. Pockets will be taped if worn. Jeans are not an acceptable form of clothing.

Basketball

Tennis Shoes: Tennis shoes with strong rubber soles are mandatory. Dress shoes, boots, sandals, etc. are not permitted.

Clothing: Short or long sleeved shirt. Shorts or pants **WITHOUT** pockets should be worn as pockets can become a safety hazard. Pockets will be taped if worn. Jeans are not an acceptable form of clothing.

Flag Football

Cleats/Tennis Shoes: Cleats are not mandatory, however are highly encouraged. Rubber soled cleats are the only acceptable cleat. Metal cleats will not be permitted. Tennis shoes may be worn if cleats are not available.

Clothing: Short or long sleeved shirts. Hooded sweatshirts are permitted underneath the uniform during games providing that the hood is tucked in to the uniform. Shorts or pants **WITHOUT** pockets should be worn as pockets can become a safety hazard. Pockets will be taped if worn. Jeans are not an acceptable form of clothing.

Other Sports

Clothing requirements will be outlined in coaches meeting and parents meeting.

Awards and End of Season Parties

The Youth Sports Program will provide participation awards for all participating youth. Individual awards will not be given. End of season parties are the responsibility of each individual team.

NAYS Parents' Code of Ethics

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

- I will encourage good sportsmanship by demonstrating positive support for all players, coaches, and officials at every game, practice, or other youth sports event.
- I will place the emotional and physical well-being of my child ahead of a personal desire to win.
- I will insist that my child play in a safe and healthy environment.
- I will require that my child's coach be trained in the responsibilities of being a youth sports coach and that the coach upholds the Coaches' Code of Ethics.
- I will support coaches and officials working with my child, in order to encourage a positive and enjoyable experience for all.
- I will demand a sports environment for my child that is free from drugs, tobacco, and alcohol, and will refrain from their use at all youth sports events.
- I will remember that the game is for youth - not for adults.
- I will do my very best to make youth sports fun for my child.
- I will help my child enjoy the youth sports experience by doing whatever I can, such as being a respectful fan, assisting with coaching, or providing transportation.
- I will ask my child to treat other players, coaches, fans, and officials with respect regardless of race, sex, creed, or ability.

Spectators

Spectators are a vital part of the Youth Sports Program. Parent and spectator support is highly encouraged, however **NEGATIVE** comments will not be tolerated. Spectators may be asked to leave the play area for verbal abuse towards the players, coaches, or officials. Continued abuse will result in possible suspension from attending any other games. All parents are required to sign a Code of Ethics.

Sportsmanship

What is good sportsmanship?

Good sportsmanship occurs when teammates, opponents, parents, coaches, and officials treat each other with respect. Kids learn the basics of sportsmanship from the adults in their lives, especially their parents and coaches. When surrounded by positive influences representing good sportsmanship kids gradually come to understand that the real winners in the sport are those who know how to persevere and behave with dignity whether they win or lose a game.

Coaches can help their athletes understand that good sportsmanship includes both small gestures and heroic efforts. It starts with something as simple as shaking hands with the opponents before the game and includes acknowledging good plays made by others and accepting bad calls gracefully. Displaying good sportsmanship isn't always easy: it can be tough to congratulate the opposing team after losing a close or important game. But the kids who learn how to do it will benefit in many ways.

Kids who bully or taunt others on the playing field aren't likely to change their behavior when in the classroom or in social situations. In the same way, a child who practices good sportsmanship on the field is likely to carry that respect and appreciation into other aspects of life.

Poor sportsmanship is not tolerated at RAF Alconbury Youth Sports practices, tournaments, games, matches, or events. Poor sportsmanship includes negative, degrading comments or gestures made toward officials, coaches, or athletes. Cheating or rule-breaking is also considered to be unsportsmanlike. Athletes will be given warnings when they demonstrate poor sportsmanship before they are asked to sit out. Parents and coaches may be asked to leave a Youth Sports event without any warnings provided. Security Forces will be called if necessary.

Player Suspension & Player, Coach, and Parent Removal Procedures

Unacceptable behaviors in athletes, officials, coaches, or parents could result in disciplinary action from coaches or Youth Sports staff. Unacceptable behaviors include, but are not limited to:

- Poor sportsmanship
- Violence
- Use of tobacco, alcohol, or drugs
- Threats or harassment
- Vulgar, foul, or obscene language or gestures

Athletes will be given at least one warning before further action is taken. Those further actions might include suspension for the rest of the game, multiple games, or the remainder of the season. If adults or other spectators demonstrate any of these unacceptable behaviors, they may be asked to leave without prior warning. Security Forces may be called depending on the severity of the incident.