



West Hartford Girls Basketball League



Introduction

Dear Minor Division/Junior Division/Senior Division/Alumni Division Coach,

Welcome to the West Hartford Youth Basketball League – Girls Division. On behalf of the WHGBL Administration, we would like to thank you for your commitment, energy and time to teaching and coaching our girls this season. As team coach, you are the heart and soul of our basketball recreation program and with you lies the responsibility of its success.

The WHGBL was established to promote the fundamentals of basketball through:

- Commitment
- Team work
- Sportsmanship
- Fair play
- Hard work
- FUN

This must be done in an environment that is safe, positive and enjoyable to all who participate. Our goal is to build self-esteem in each of our players regardless of talent level, to have fun and to create in each player the desire to be the best that she can be.

The desire to win is in all of us, however; success should not be measured by the number of wins or losses. Success should be judged by the lives that we touch and the relationships that we build. Let us enjoy the journey together!

Coaches Code of Ethics

- I will place the emotional and physical well being of my players ahead of a personal desire to win. Athletes first, winning second!
- I will treat each player as an individual, providing realistic and reasonable expectations through positive motivation.
- I will provide a safe environment for my players to play and practice. Two adults will be present at every practice session to ensure safety.
- I promise to review and practice basic first aid principles needed to treat injuries to my players.
- I will do my best to organize practices that are fun and challenging for all my players.
- I will ensure that all players get instruction, support and playing time in an equitable manner.
- I will lead by example in demonstrating fair play and sportsmanship to all my players.
 - a) Winning with class and dignity.
 - b) Losing with grace and without complaint.
 - c) Treating opponents and officials with fairness, generosity and courtesy.
- I will be knowledgeable in the rules of the sport and I will teach these rules to my players.
- I will remember that I am a youth coach - the game is for our girls, not for the adults.

Coaches / Parents Meeting

- When contacting player parents to inform them that their daughter is a member of your team, advise them that there will be a mandatory 15 minute meeting for parents before the start of the first practice. You may want to give them a brief overview of yourself to make them feel comfortable but confirm that one parent must be present at the parent meeting.

O.K. – Now what do I do?

Meeting

- **Welcome** – Brief introduction about yourself and an explanation of how you got into this mess. Communicate League Philosophy and your own. After your intro, have parents introduce themselves and point out their daughters so you can match up parents to players.
- **Discuss schedule** – Practice days and times. Games played on Sundays @ Conard / Sedgwick between 11:30 and 3:15. Game schedules will be communicated when available.
- **Coaches Responsibilities**
 1. Provide a safe and positive environment for the girls
 2. Girls should have fun
 3. Develop teamwork, team spirit and a commitment to one another
 4. Instill good sportsmanship and fair play
 5. Challenge the girls. Create in each player the desire to be the best that she can be
 6. Teach the fundamentals of basketball
- **Players Responsibilities**
 1. Be courteous and respectful of coaches, teammates, opponents & referees
 2. Have fun
 3. Be positive
 4. Challenge yourself – try something new every practice
 5. Don't be afraid to make mistakes
 6. Be prepared to play basketball at practice or games
 7. Enjoy the season with your teammates
- **Parents Responsibilities**
 1. Have fun – enjoy the season with your daughter
 2. Be “positive” fans in the stands during games. Cheer!
 3. No coaching from the stands or sidelines during games – that's why coaches are paid the big bucks!
 4. Inform coach/coaches if your child has special needs. Coaches will keep this information confidential if requested to do so.
 5. Problems - Contact coach if needed

This is an overview of the Coaches/Parent meeting. Please use it as a guide. This is a great time to communicate your individual team rules to the parents and later to the girls. Please refer to the WHGBL Introduction and to the Coaches Code of Conduct for further assistance. Please remind parents that two coaches must be present at every practice and that they are welcome to drop in or stay for the duration of practice.

Coaches, Parents and Players Gym Use Guidelines

1. Coaches and players should remember they are guests in the schools and that use of the gym is a privilege. You should always leave the gyms as you found them. Do not remove items from the bulletin boards, erase backboards, remove gym equipment, etc.
 1. Vandalism or other misconduct by the leagues teams and individuals could result in the loss of use of the school gyms.
 2. All coaches should introduce themselves to the school staff and custodians before their first practice.
 3. Sneakers only in the gyms – no street shoes.
 4. Coaches need to arrive before their players and not leave until all their players have been picked up, The custodians and school staff cannot be responsible for supervising the players in their coach's absence.
 5. Remind parents not to drop off their children early. They should always be sure their child's coach is there before they leave. Parents should pickup their children on time at the end of practice. Again, the school custodians and staff cannot supervise the players in a coach's absence.
 6. Coaches need to supervise their players at all times. The league will be responsible for any damage or vandalism resulting from their use of the gyms.
 7. Coaches should inspect their gyms when they arrive. If you find any problems, damage, anything broken, etc., you should report it to the school custodian before you begin your practice. This will help determine when a problem or damage happened and who is responsible for it. You should also immediately report any gym problems to your league president.
 8. Practices are cancelled when schools are closed for inclement weather.
 9. On days of early weather dismissal, cancellation information will be available after 4:00 p.m. on the Leisure Line @ 523-3111. When connected, press 10 for cancellations and then press 14 for Youth League Gym Cancellations. Weekend cancellations will also be available at this number.

The above guidelines were established by Leisure Services – Town of West Hartford

Safety

1. **Players cannot wear watches, rings, earrings, necklaces or other jewelry. Girls are permitted to wear studs in freshly pierced ears if taped properly. Referee's discretion is final.**
2. **Only players and League approved coaches are allowed on the court during practice.**
3. **Players are to be on the bench when not playing. No spectators are allowed on the court or team bench during league play.**
4. **It is recommended that players change into basketball sneakers upon arrival at gym sites to limit debris from the outside conditions.**
5. **Wet areas on the gym floor are to be wiped dry. Pay particular attention to spills from water bottles.**
6. **Collisions between players are to be avoided. Please instruct your players on the proper technique of setting a pick or screen.**
7. **Coaches should be knowledgeable of the special medical needs of their players at the same time understanding their need for privacy.**
8. **First aid kits and supplies are distributed for minor accidents. Simple first aid instructions will be distributed separately.**
9. **Emergency Action Plan (distributed separately) must be filled out prior to the 1st practice and kept with you at all times for the safety of our athletes. In the event of a major accident, an Incident Report (distributed separately) must be filed with the League President within 48 hours.**

Court Decorum

1. **Lead by example. The actions and statements of coaches and players should be above reproach.**
2. **Coaches are responsible for the actions of their players, assistants and fans.**
3. **Profane language is forbidden.**
4. **Coaches are not to argue with referees nor are they to physically demonstrate challenges to referee calls. Referee judgment calls should not be challenged.**

Protesting Games

Should the need arise to protest a game, the following procedure should be used. Calmly notify the game official of the intent to do so. Notify the League President of the protest in writing via e-mail within 24 hours. The protest will be reviewed and adjudicated by the WHGBL Administration. Referee judgment calls are not a basis for protest. Protesting of games should be avoided.

Player Discipline

Suspension or discipline of a player is an extreme action and is only allowed with prior approval of the WHGBL Administration. Missing of previous practice or games shall not be reason for loss of playing time. Please consult the League President before addressing player behavioral problems.

Team Equipment

Each team will be supplied with an adequate amount of team tee shirts, basketballs and first aid supplies. Players must wear their team tee shirts for games. A WHGBL Team Roster and WHGBL Equipment Inventory (provided separately) must be submitted to obtain the necessary equipment. Coaches must safeguard WHGBL equipment during the off-season. New head coaches will be responsible for obtaining team equipment from the previous coach.

Gym Monitor

Gym monitors will be provided by Leisure Services and the to assure school and facility rules are observed. His/Her authority to carry out these responsibilities is to be respected and supported by the WHGBL coaches and Administration. WHGBL Administrators will also be present to monitor site responsibilities.

Gym Set-up & Tear Down

The teams involved in the 1st game(s) of the day at a gym site are requested to lend assistance in setting up the gym for play – tables, chairs, rugs, bleachers, etc. The teams involved in the last game(s) of the day at a gym site are requested to lend assistance to tearing down and storing the same above equipment. Team players should assist in policing the area of all debris left by players and fans.

Postponements/Cancellations & Make-ups

Games postponed or cancelled due to inclement weather are not rescheduled. Games postponed due to peculiar circumstances will be rescheduled on a best effort basis depending on available gym space. The affected coaches will contact the League President to obtain date and time for make-up game. Games will not be rescheduled due to insufficient players available. This situation will result in a forfeit. If this should occur, the teams should be combined and an exhibition game should be played between all players available. Games must be started with 5 players but can end with 4 players.

Sportsmanship Award

One player from each team will be selected as a recipient of the Kathy M. Doyle Sportsmanship Award. The coach(s) shall make the selection upon or near the completion of the season and will report the selection to the League President.

The criteria for this award is as follow:

1. Supportive and encouraging of teammates
2. Demonstrates respect for opposing players
3. Demonstrates respect for game officials
4. Displays enthusiasm for the game of basketball
5. Displays loyalty to the team
6. Player is coachable and demonstrates a willingness to learn

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