

Kitchener-Waterloo



Coach Manual

September 2017

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KWYBA Mission Statement

We provide an opportunity for the youth of Kitchener-Waterloo to play basketball in a positive, instructive and supportive environment.

We are inclusive, making our program available and affordable to the broadest range of boys and girls.

We aim to teach sportsmanship, how to have clean and healthy fun, the basics of basketball and general athletic skills and training.

We aim to promote physical and mental fitness, respect for self and others, responsibility to self and others, appreciation for volunteers, appreciation for our communities and the facilities they provide.

KWYBA offers basketball programs at the house league and rep or all-star levels. The YBA house league program begins for players 7 and older. We have allowed some 6 year olds, if they are prepared, for the team environment. Our oldest division groups players aged 15-18. The all-star program has various teams for players ranged from 8 to 19 years of age.

There are two main areas of focus for the YBA program- to have FUN and to develop the basketball skills and knowledge of its participants. Our youngest age group does not keep score for most of the season, focusing on the play on the court, not on who may have won or lost. We are developing young players, coaches and officials at that level. We offer coaching clinics to all our coaches and we are striving to enhance their development as well.

We are also a proud member of Ontario Basketball:

House League

The house league season kicks off the week of in October and runs until the first weekend in March ending with our championship day. Typically, there is one practice at the beginning of the week with a game at the end, each lasting about one hour. We try to hold practice times on Mondays or Tuesdays, with the same school and time being used throughout the year. Games normally are played on Friday nights. YBA house league runs on an "equal play for all" policy.

Viper Rep Teams

The rep (Vipers) program has teams travelling to various other cities playing teams in their respective leagues. Players are selected by team coaches and staff with tryouts being open for all YBA registered players. Each player must be registered before they are allowed to participate in rep tryouts. In order to hold a roster spot in their house league division, potential Viper players should register by the designated date.

The rep program takes more of a time investment for players and parents. There are normally 2 practices each week and one game. Games can be in K-W or away in cities like Guelph, Cambridge, or Hamilton. There are 3 to 5 tournaments each season in cities throughout Ontario with the OBA Finals held in April or May.

Coaches Checklist

- Team jersey's (10 for novice and atom, 12 for bantam, midget and juvenile)
- Team/player contact list
- Email list for your team.
- Parent meeting. Read the responsibilities from the parent contract.
- Collect all parent contracts
- Introduce yourself to the coach you share a gym with
- Complete the contact form
- Mandatory items in Coaches Toolkit
- Concussion training certificate

Coaches' Responsibilities:

Beginning of Season:

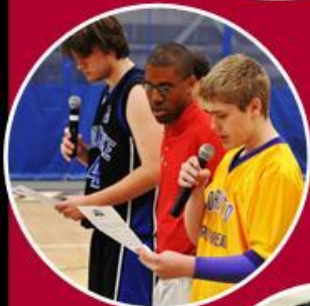
- Attend season opening general Coaches' meeting;
- Assist Convener with league start-up/evaluation sessions, including:
 - Take share of phone calls for first practice/evaluation sessions
 - Attend initial sessions to assist as directed by Convener
 - Communicate with players once team assigned, for first practice session
 - Consider player/parent meeting to discuss philosophy of YBA, including:
 - Review facilities requirements with an aim for a no-incident season
 - Appoint team manager if needed, to help with organization of team
 - Distribute schedules, parent and team rules

During Season:

- Be on time to all practices and games
- Be the last to leave the facility never leave until ALL players have left the building, unless your manager or assistant has agreed to stay.
- Plan practices. Prepare lineups before games; use pre-printed Player Rotation Forms to avoid game delay. Managers or Assistant Coaches can help with shifts.
- Always use positive encouragement, including:
 - Constructive feedback for players at all skill levels
- Co-ordinate notices of schedule changes with Assistant Coach or Manager.
 - Communicate schedule changes with parents and players.
- Communicate any information from the league as communicated by Convener
- Carefully review permits to make sure all cancelled dates have a replacement gym
- Notify Convener of any cancellation you may have as soon as possible. The school boards are very critical of no-shows and the league is charged for each one. If we receive 3 no-shows, we will lose our permit

Remember

- Do not cancel facility time without notifying the league
 - Contact the Convener, Executive Assistant or league President of any cancellation
 - If we know far enough in advance, we may be able to get help for a practice or game, or have another team use the gym before cancelling



ONTARIO
BASKETBALL

Fair Play

OLYMPIA



WWW.BASKETBALL.ON.CA

KWYBA Parents/Guardian Contract:

(Please check that you have read)

- Notify coach if not coming, especially for games.
- Positive encouragement for not only your child but for all players and participants. See our league mission statement. We're "inclusive". That means we're there for everybody. Every child in our organization deserves our support and kind words. Negative comments, yelling and abuse of any player, coach, referee, other parent or any other spectator is strictly against league policy.
- Treat the custodian with respect.
- Never prop open the doors. Ever. Not for a smoke, not for letting the kids in, not to run to your car. It is helpful if parents take turns volunteering to supervise the door for late comers. Try and get a designated parent to sit by the door during arrivals to let everyone in. The doors are locked for your protection. Not all schools lock the doors but some do. The custodian doesn't need to let anyone in until the permit holder is there. They are trying to do their job and it doesn't involve running back and forth letting people in who are banging on windows or telling people to stop bouncing balls in the hallway.
- Supervise siblings and other children.
- Do not let young children/siblings run around the school. We're happy to have everyone there watching and having fun, but siblings cannot be intruding onto the floor during practice or games and cannot be allowed to run around the halls, dressing rooms or stage areas of the schools. Many of our incidents over the years with the facilities have been with non-players. Our permit is for the gym only. If kids need to use the washroom please have parents accompany them.
- Do not bounce balls against walls outside of the gym.
- Park in designated parking only. Under no circumstances are they to park in handicapped or no parking zone. The custodian has every right to have your car towed without warning.
- Familiarize yourself with the rules of the facility that you are using. Know where you can and cannot go. Take boots off at the door and respect rules re: footwear. Act like what you are; a guest. The custodians are our hosts.
 - Please bring indoor shoes to wear into the gym. And absolutely do not join your child on the gym floor with outdoor shoes.
 - Do not leave garbage in the gym. Dispose of all water bottles and teach children to do the same.
- Please pick up after yourself when leaving the gym. The coach should be the last to leave and no water bottles or garbage should be left on the floor.
- Be out of the school at the time your permit ends. If permit ends at 8:00 then everyone should be out of the gym by 8:00. Some schools are more strict than others and we have lost permits due to complaints such as these.

- Help coaches and managers as needed. We need time keepers and score keepers. Some gyms need somebody to watch the doors from time to time. Take your turn. The coaches give up their time to spend with your child. It's not too much to ask each parent to take a turn helping out. And your child will appreciate it as well.
- Have kids there on time, and if you drop them off, be back on time. Your coaches are not baby-sitters, but they are instructed not to leave until all players are gone!!!
- Have fun!!! It rubs off on the kids. This is not serious stuff. We all try hard, but it's all in fun.

Novice Only

- Please note that in novice we do not keep score. The reason for this is that in novice we are introducing very young players to the sport. Our main focus is development. We find that in novice division, more than any other division focusing on the score takes away from those development skills that the coaches are trying to teach. Please help to encourage our novice players to learn and perform those fundamental skills. These skills are not limited to ball handling and game rules but also extend to sportsmanship and team play.

Signature of Parent(s): _____

Date: _____

(Sample Permit)

WATERLOO REGION DISTRICT SCHOOL BOARD

DATE: ~~November 22, 2016~~

TO: All Permit Holders

FROM: WRDSB Rentals Department

RE: Footwear and Weather Cancellations

You are receiving this information as you have an active rentals account with the Waterloo Region District School Board. With the weather beginning to change, we would like to take this opportunity to remind you of a few items:

1) Footwear

Outdoor boots or shoes must NOT be worn in the gym. Participants and spectators in your program should leave their outdoor shoes and boots at the entrance to the gym or place them in a plastic bag to take them into the gym. If you are unsure of where to leave your wet footwear, please speak with the custodian on duty.

In addition, please make sure all members of your group wear non-marking shoes in the gyms or multipurpose rooms for sports or recreational activities.

2) Weather Cancellations

All use of schools shall be cancelled when schools are closed due to inclement weather or any other causes beyond the control of the WRDSB. If a school is closed during the day, it will NOT be open for permits that evening. School closures will be posted to the board website, Twitter feed and local media outlets. If the schools are open during the day but the weather is questionable, please notify the Rentals Department of your cancellation by 3:00pm on the day of the booking. Late cancellation charges will be waived if you call Rentals and leave a voice mail at 519-570-0003 extension 4356 indicating your permit number, the name of the school and the name of your group. If you do not notify the Rentals Department by 3:00pm on the day of the booking and do not show up for your rental, a No Show fee will apply plus custodial fees if applicable.

- If your inclement weather cancellation is for a weekend date, late cancellation charges will be waived if you notify the Rentals Department of your cancellation by 7:00am on the day of the booking. In addition, please call the WRDSB answering service at 519-749-3838 to notify them of the cancellation. Please indicate your permit number, the name of the school

WATERLOO REGION DISTRICT SCHOOL BOARD

and the name of your group in the voice mail. If you do not notify the Rentals Department by 7:00am on the day of the booking and do not show up for your rental, a No Show fee will apply, plus custodial fees if applicable.

***Do not cancel a practice or a game without consent from the KWYBA board.**

Convener Duties/Responsibilities

The Role of the KWYBA Convener

The Convener is the main link between our Executive and the Coaches and players of each division. It is the Convener's primary responsibility to ensure that information is communicated from the executive to coaches, and vice versa, and that participants receive adequate support and assistance from the league and its executive. Inquiries and requests of the coaches, players and parents must either be dealt with by the convener, if possible and appropriate, or communicated promptly to the Executive for response. These responsibilities require each Convener to

- Attend Executive meetings, as requested
- Distribute and pass along information from Executive to Coaches
- Call or contact coaches with scheduling and venue information and changes
- Keep in touch with Coaches, players and parents on an ongoing basis, routinely visiting games and practices to make sure that all is going well;
- Making self, known to all participants;
- Identifying trouble spots and problem situations, offering assistance or at least ensuring that the league and Executive are aware
- Specifically, the convener must oversee the organizational aspects of the division, in consultation and co-operation with the coaches.

This includes:

- Assist in recruiting or selecting coaches as needed;
- Assist with the handout of equipment and uniforms as required;
- Distribute information to coaches, parents and players;
- Meet with school custodial staff and monitor for any facilities problem;
- Work with referees (and scheduler) and monitor issues relating to that division;
- Attend executive meetings as requested;
- Perform any general administrative activities including tracking results;
- Any other work required to monitor or support activities in a particular division, including recruiting volunteers, coordinate team pictures, etc.

In order to be an effective liaison, a Convener must be familiar with the league's code of conduct, and in particular with our fair-play and equal play requirements. In dealing with coaches and players, respect and diplomacy will also be key, and if there is a problem or dispute which is not easily resolved by referring to the code of conduct, then the situation should be communicated to the executive for further action.

Having spelled out the job requirements, we must add that YBA means fun for everybody, not just the kids. The Convener should not only be an ambassador for the sportsmanship and fair play spirit the league embraces, get in there and have fun yourself!!

Coaches Toolkit

The following is a list of items recommended for your coaching toolkit. Some items are provided by the YBA and some we recommend that you add. The items listed as mandatory are provided by the YBA until the end of the season and must be with you at practices and/or games.

ITEM	CHECK		NOTES
Coaches Manual		Mandatory	
Clipboard			
Score board		Mandatory	Atom and Bantam only
Score clock		Mandatory	Midget & Juvenile only on a rotating schedule
Scoresheets		Mandatory	Found on Website
Rotation Sheets		Mandatory	Found on Website
Permits		Mandatory	Printed copy of each gym you use
Towel(s)			To wipe water spills
First Aid kit		Mandatory	Provided by YBA
Pylons			
Pens/Markers			
Whistle			
Stopwatch			
Contact Info		Mandatory	Parents/Coaches/Conveners
Extra basketball			
Air pump			

Concussion Information

Free Concussion training course. Please go to the following website and take this free concussion training course. It will take about 20 minutes. When you complete, you will receive a certificate that you can print and keep in your Coaches manual or your wallet.

<https://www.cdc.gov/headsup/youthsports/coach.html>

***Please refer to the Fact Sheet below for more information.**

HEADS UP CONCUSSION	
SIGNS AND SYMPTOMS	ACTION PLAN
<p>Athletes who experience one or more of the signs or symptoms listed below after a bump, blow, or jolt to the head or body may have a concussion.</p> <p>SIGNS OBSERVED BY COACHING STAFF</p> <ul style="list-style-type: none"> ● Appears dazed or stunned ● Is confused about assignment or position ● Forgets an instruction ● Is unsure of game, score, or opponent ● Moves clumsily ● Answers questions slowly ● Loses consciousness (even briefly) ● Shows mood, behavior, or personality changes ● Can't recall events prior to hit or fall ● Can't recall events after hit or fall <p>SYMPTOMS REPORTED BY ATHLETE</p> <ul style="list-style-type: none"> ● Headache or "pressure" in head ● Nausea or vomiting ● Balance problems or dizziness ● Double or blurry vision ● Sensitivity to light ● Sensitivity to noise ● Feeling sluggish, hazy, foggy, or groggy ● Concentration or memory problems ● Confusion ● Just not "feeling right" or is "feeling down" 	<p>As a coach, if you think an athlete may have a concussion, you should:</p> <ol style="list-style-type: none"> 1. Remove the athlete from play. 2. Keep an athlete with a possible concussion out of play on the same day of the injury and until cleared by a health care provider. Do not try to judge the severity of the injury yourself. Only a health care provider should assess an athlete for a possible concussion 3. Record and share information about the injury, such as how it happened and the athlete's symptoms, to help a health care provider assess the athlete. 4. Inform the athlete's parent(s) or guardian(s) about the possible concussion 5. Ask for written instructions from the athlete's health care provider about the steps you should take to help the athlete safely return to play. <p>Before returning to play an athlete should:</p> <ul style="list-style-type: none"> – Be back to doing their regular school activities. – Not have any symptoms from the injury when doing normal activities – Have the green-light from their health care provider to begin the return to play process <p>For more information and to order additional materials free-of-charge, visit: www.cdc.gov/HEADSUP.</p> <p><i>The information provided in this document or through linkages to other sites is not a substitute for medical or professional care. Questions about diagnosis and treatment for concussion should be directed to a physician or other health care provider.</i></p>
IT'S BETTER TO MISS ONE GAME THAN THE WHOLE SEASON.	

- Centre for Disease Control and Prevention National Centre for Injury Prevention and Control

Rules and Regulations (All Divisions)

All KW YBA House League games will be governed by FIBA (International Basketball Federation) rules with modifications for the younger divisions as outlined at the end of these rules. These rules shall be enforced by the division conveners and referees. Any changes that come into effect will be provided to all coaches and the Referee's Board as needed. For a full review of all FIBA rules, go to www.fiba.com.

Game Specific Rules

Games

Each HL game will consist of twelve (12) 4-minute shifts, running time.

Three (3) shifts = 1 quarter

Each new shift will begin with an inbound at half court by the team with the alternating possession arrow. There is no timeout between shifts. The new shift will begin immediately after the previous shift ends.

There will be a halftime break to a maximum of five (5) minutes depending on time remaining in the scheduled game slot.

Overtime

In regular season HL games, if the score is tied at the end of the final period, there shall be no overtime. The score will stay as a tie.

In playoffs or the Mid-Season Tournament, there shall be overtime. The length of each extra period shall be 2 minutes. There will be a jump ball to begin any overtime period. All extra period statistics shall be considered as part of the fourth quarter.

Forfeiture

Team and officials will be prepared to start games at the designated time on the schedule. Each team must have a coach on the bench before the referees will start a game.

If the regular coach is not present, a parent may be designated to take care of the bench duties. There will be a maximum 10-minutes grace period if teams do not have 5 players, after which a forfeit will be given to the team ready to play.

In forfeit games, the score shall be recorded as 2 – 0.

If both teams forfeit, the score shall be recorded as 0 – 0.

Forfeiture Contd.

Games started late will be played in a shortened format to allow the next game to start as scheduled. Priorities for this shortening shall be eliminating or shortening the following:

Halftime break
Break between shifts
Length of shifts

Uniforms

All players must wear their YBA HL jersey. Legal numbers are 0 – 15.

No jewelry may be worn by any player on the court. It must be removed, not covered. This applies to rings, piercings, chains, earrings, bracelets and hair paraphernalia (hairpins, combs, etc.)

Pierced earrings **MUST** be removed. They cannot be just taped over.

Medic alert bracelets should be kept by the parent during the game but, lacking that, they may be taped over tightly to the wrist.

Equal Participation Rule

This rule is in effect for the entire game in all divisions. Coaches should use the templates provided by the YBA to ensure they are following this practice.

Remember – equal play for everyone, every game.

Coaches must show their opposing coach their Participation Form prior to the beginning of the game.

Consequences:

Should a coach refuse to show his completed Participation Form to the opposing coach prior to the game, then that game shall be considered a forfeit until he does so.

If players arrive late, after the game has begun, the coach **MUST** make up a new Participation Form for the new number of players starting at the next shift.

***Note** – A coach may remove a player from the court or from a scheduled rotation spot because of a gross breach of discipline either on the court or on the bench. They must inform the opposing coach of this at the time with appropriate reasons and send an email to the Vice President indicating the actions taken and reasons for them.

Timing and Scoring

There should be a timer and scorer in place before the referees start a game. These can be parents or other spectators. There should be one from each of the competing teams to handle these duties.

The timer shall use a stopwatch or the score clock provided by the YBA to keep track of the time for each shift.

The scorer shall use the official YBA HL score sheet to record the scoring of the game as well as the flip charts or score board to show the score of the game.

The referees will initial the score sheet at the conclusion of the game.

Fouls:

Fouls shall be recorded on the game score sheet. All fouls (personal or technical) count against both the individual player and the team.

After a combination of 5 fouls (personal/technical), a player shall be disqualified from the rest of the game.

A team is in a team the penalty situation when it has committed its fifth (5) team fouls in a quarter. The fifth and all subsequent non-shooting fouls shall be penalized by two (2) free throws, instead of a throw-in.

Team fouls are reset to 0 at the end of each quarter (3 shifts) except in the case of overtime periods.

Any player receiving 2 or more technical fouls in 1 game shall be suspended for the next game and the Division Convener shall be notified.

Players receiving 2 Unsportsmanlike fouls in the same game will be ejected from the game and will be suspended for 1 additional game.

A player receiving a second ejection during the season (including Mid-Season tournament and playoffs) must appear before the YBA Discipline Board before they are allowed any further participation in games or practice.

Time Outs:

Each team shall be permitted one **(1) 30 second timeout per half (no carry over)**.

In ALL divisions, the clock shall be stopped during the timeout.

In accordance with FIBA rules, **timeouts can only be granted in a dead ball situation**. The coach must ask the scoring table for the timeout prior to a stoppage in play. At the next whistle, the timeout will be granted.

Each team has 1 timeout in each overtime period.

Defense

Man-to-man defense only **MUST** be played in the **Novice, Atom and Bantam Divisions**.

Man-to-man defense will be defined as:

Each defender must guard an offensive player inside the boundaries of the 3-point field goal line and make all of the defensive moves associated with the offensive player.

If defending a player on the “help” side of the floor, the defensive player may not have any feet in the key until his/her teammate guarding the ball has been completely beaten off the dribble by the attacker.

Accidental double teams (e.g. When an offensive player dribbles toward a teammate and their defender) **is not a violation** unless the defensive players do not immediately retreat back to their original checks.

Consequences:

Coaches will be reported to the Division Convener who will pass along the complaint to the Executive Board’s Discipline Committee for investigation.

Violations

Out-of-Bounds

A player is out-of-bounds when any part of his/her body is in contact with the floor or any other object on, above or outside the boundary line.

The ball is out-of-bounds when it touches:

- a player or any other person who is out-of-bounds.
- the floor or any other object on, above or outside the boundary line.
- the backboard supports, the back of the backboard or any object above the playing court.

Travelling

It is the illegal movement of one or both feet in any direction beyond the legal limits (e.g. pivoting) while holding a live ball on the playing court.

It is legal when a player falls and slides on the floor while holding the ball or, while lying or sitting on the floor, gains control of the ball. It is illegal if the player then rolls or attempts to stand up while holding the ball.

It is illegal for a shooter to remain in contact or catch a shot that has been blocked or forced back before returning to the floor.

3 seconds

A player may not remain in the opponent's key for more than 3 consecutive seconds while his/her team is in possession of a live ball in their frontcourt.

A shot negates team possession once it has been released.

Closely guarded player

A player who has control of a live ball when an opponent is in an active guarding position within one (1) metre. This player must pass, shoot or make an attempt to attack the basket on the dribble within five (5) seconds.

8 seconds

A team has 8 seconds to advance the ball from their backcourt to their frontcourt following a change of possession.

Ball returned to backcourt

Once the ball has been established in a team's frontcourt, it is not allowed to be returned to its backcourt. This also applies to throw-ins once the ball has front court status.

Violations contd.

Free Throws

Only 3 players from each team are allowed to occupy positions around the key. This includes the free throw shooter as one of the offensive players.

No player is allowed to occupy the space below the blocks on either side of the key. All others must be outside the 3-point line above the foul line extended.

Players in the rebounding positions on the key are allowed to enter the key once the ball has been released by the free throw shooter.

All other players, including the shooter, must wait until the ball hits the rim or the free throw ends.

The shooter has 5 seconds to shoot his/her foul shot.

House League - Division Specific Rules

Novice (Ages 7-9 years)

- Game play in **Novice is 4-on-4**. Use the 4-man rotation sheets during games.
- Defense will be man-to-man and half court only.
- Once the defensive team secures player control of the ball, the other team must retreat into their backcourt behind the 8-second line.
- No double teaming except when a dribbler clearly beats his/her man and can be stopped by the next available defender. However, once the dribbler is stopped, only 1 person is allowed to guard them from any direction.
- No steals on the dribble.
- No blocking shots. Defender's hands **MUST** be straight up in the air. An illegally blocked shot will be counted as a successful basket.
- There are no foul shots. Normal fouls shall be inbounded by the fouled team. When a team reaches the penalty (5th foul of a quarter), the fouled team will receive 2 points automatically and the defense will get the ball.
- If fouled on a shot, the team shall receive 2 points if the shot misses and 3 points if the shot is good. Defense will take the ball out-of-bounds on their end line.
- No 3-point shot.

Officiating Novice Division

Officials will concentrate on calling the following:

- out-of-bounds
- travelling
- double dribble
- 8 seconds to advance to the front court
- Over and back
- Fouls

Atom (Ages 10-11 years)

- Game play in **Atom is 4-on-4**. Use the 4-man rotation sheets during games.
- Defense will be man-to-man and half court only.
- Once the defensive team secures player control of the ball, the other team must retreat into their backcourt behind the 8-second line.
- No double teaming unless the defense dribbles into it.
- Foul shots will be taken from a spot 12" closer to the basket from the foul line.
- No 3-point shot.

Officiating Atom Division

Officials will concentrate on calling the following:

- out-of-bounds, travelling, double dribble
- 5-second inbound violation
- 8-second front court & over and back
- 3 seconds in the key
- 5 second closely guarded (non-dribbler)
- Fouls

Bantam (ages 12-13)

- Game play in **Bantam is 5-on-5**. Use the 5-man rotation sheets during games.
- Defense will be man-to-man.
- Full court defense allowed if the point spread is less than 20 points. If more than 20 points the team that is behind may still press.
- 3-point shot if the floor is marked.
- All regular FIBA rules applied.

Midget (ages 14-15) & Juvenile (age 16 – 17)

- Game play in **Midget & Juvenile is 5-on-5**. Use the 5-man rotation sheets during games.
- Man-to-man or zone defenses may be played.
- Full court defense may be played unless there is a greater than 20-point spread in the score. The team that is behind may still press.
- Last 4-minute shift will be stop time unless there is more than a 10-point spread.
- Other than these minor changes, game should be treated as a regular Club g

Player Skill Development

Practices

- Arrive early
- Provide a safe, fun and challenging practice plan on a nightly basis
- Work together and share the gym – so many benefits for the kids!
- Stay at the gym until LAST child is picked up
- Commit at least **30 minutes to individual skill development**
- **Pre-plan with other coach as to what will be done together**

Coach Colleagues

- Always treat your fellow coaches as colleagues and part of the larger KQYBA club staff
- Kids and parents should never see coaches as antagonistic to each other
- When you share a gym, work with the other coaches to maximize skill development
- In games, while your teams are competing, coaches are still colleagues and will work together to ensure that game is played with respect and good sportsmanship

Player Interaction

- All players will receive equal playing time based on player rotation sheets
- All kids mature and develop at different ages
- Remember that basketball is a late developing sport and it is best to ensure all kids are equipped with all skills
- Swearing, harsh criticism and excessive yelling are NOT acceptable in practices or games

Dynamic Warm-up

These drills all promote an active warm-up, along with strength and conditioning exercises that will help with your athletes' fitness and coordination

Start your practice with 5-10 minutes of these drills. Progress slowly and put emphasis on execution rather than speed. Once athletes can do each exercise properly, add a basketball and have them do ball handling while doing exercise.

Drill	Details	Level
Skipping	Skip the length of the floor. Skip backwards in return a. Hold ball over head and chop forward and back as you skip b. Hold ball in front and twist side to side as you skip c. Hold ball over head and chop side to side as you skip	1
Butt Kicks	Put your hands on your butt and kick hands with your feet	1
High Knees	Hold hands out in front and try to hit them with your knees -emphasis on moving legs quickly	1
Side Lunges	Lunge to the side, drop bum down, stand up, pivot and lunge opposite side	2
Airplanes	Stand up straight, allow one leg to go behind you, reach out in front with the ball -should look like a figure skater gliding down the rink	2
Bounding	Jump from one foot to the next, moving forward -very similar to running but attempt to jump as far as possible with each stride -when player lands, they pause for 2 count, maintain balance, load and jump again	2
Hamstring Pulls	Lift knee to chest, pull up with hands, go on tippy toes, step forward and switch	3
Quad Pulls	Lift foot to butt, grab with your hand, reach down and touch ground with opposite hand	3
Karaoke	Stand sideways, step back leg over front leg, then back leg under front leg -make sure to do both directions, emphasis on twisting hips	3
Lunges	Lunge forward, thigh and lower leg should make 90 angle, keep knee behind toes -make more difficult by touching opposite elbow to ankle -advanced warm-up, must make sure they go slow and have proper technique	3

Warm up Games

These drills are all basketball related, but are intended to be fun warm-up games for the kids. They are high energy and will help work on numerous sport-specific skills.

Use these drills for 5-20 minutes at the beginning of practice to help the kids warm-up and work on basic basketball related skills. Use 1-3 games per practice.

Drill	Equipment	Details	Level
British Bulldog	Basketball per player	2-3 people are 'it' in middle of floor, everyone else on the baseline -Players must get from one baseline to the other without getting tagged -If you are caught, you become 'it' -Can use jerseys to_ distinguish who is 'it' <i>Start with carrying basketball, add those not it must dribble, add everyone must dribble</i>	1
AdiTag	Basketball per player	In pairs, with basketball -Objective of game is to tag your partner's knee -First one to touch the other person's knee with their hand wins -Once you win/lose a game, you switch partner's by holding ball over your head, signaling to others that you need a new partner -Can play until a player wins X number of games	1
Octopus	Basketball per player	Everyone has a basketball, 2-3 people are 'it', everyone else on the baseline -Players must get from one base line to the other without getting tagged -If you are tagged, you are frozen in the spot in which you were tagged -You may now tag other people, but can only do so by pivoting on a selected foot (teach pivot) <i>Start with carrying basketball, add those not 'it' must dribble, add everyone must dribble</i>	2
Line Tag	Basketball per player	Players spread out, stand on a basketball court line, 2+ people are 'it' -Must move around basketball court without getting tagged, staying on court lines -Great opportunity to teach the lines of the basketball court <i>Start with no ball, add holding ball in hands, add dribbling basketball</i>	2

Warm up Games Contd.

Drill	Equipment	Details	Level
Dribble Tag	Basketball per player	Everyone with ball, 2+ people are it, use court boundaries -Everyone dribbles around. 'It' tries to tag those who aren't it -Once tagged, you are frozen, must stand still with legs spread. -You can be unfrozen by someone else, not 'It', who crawls between your legs -Play until everyone is frozen or time runs out <i>Start with no ball, add carrying ball, add not 'it' must dribble, add everyone dribbles</i>	2
Cone Swap	4 cones per 5 players	Groups of 5/6, require 4/5 cones set up in a square, one person in middle, others at a cone -Object of game is to switch to another cone as many times as possible -Every time you switch cones, you get a point (shout out number of points each time) -Person in the middle has to try to steal cone when others are switching -You are safe if you are touching a cone (1 person per cone) -You must move in order to gain points <i>Start with no ball, add holding ball, add dribbling ball</i>	3
Hunter	1 ball for team	One player has basketball, a different player is 'it' -Object of game is to not be tagged by player who is 'it' -If you have the ball in your hands, you cannot be tagged -Player with ball should chase a round player who is 'it' and pass ball to whoever they try to -In essence, you are trying to keep a player 'it' as long as possible	3

Dribbling Development

These drills are intended to teach and train basic dribbling fundamentals.
Teach technique first - dribble the ball low, with head up - and then teach speed.

Drill	Equipment	Details	Level
Wave Dribbling	1 Ball Each	Everyone with a basketball, spread out on the court -Coach points in a direction, players must dribble in that direction <i>-Start by giving slow directions</i>	1
Mirror Dribbling	1 Ball Each	Everyone with a basketball and partner -Partners stand facing each other, 1 or 2 strides apart -One partner dribbles the ball and does different dribbling moves, while the other mirrors their actions <i>-Start stationary, add moving around once they can dribble with their head up</i>	1
Keep Away	1 Ball Each	Everyone with a basketball, use court boundaries -Players have to dribble their ball around, trying to knock other people's balls away -Once you lose your dribble or it goes out of bounds, you are out -Can stand at edge of boundaries and try to knock other people's ball away	2
Full Court Dribbling	1 Ball Each	Everyone with their own ball on baseline -Dribble up the floor, doing a dribble move when they cross foul line, centre, foul line -Emphasis on head up, dribble low, pound ball into floor (don't slap it) -Crossover, thru the legs, behind the back, in and out, hesitation, combinations	2
Two Ball Dribbling	1 Ball Each	In partners, each with a ball -One partner takes both basketballs and dribbles them at the same time -Start with stationary, then do on the move -In-sync, out of sync, one low one high, cross over, roll one dribble one, in and out	3

Dribbling Development Contd.

Dribble At	1Ball 2 Players	Groups of 2+, lined up across from each other -front of each line dribbles at person across from them, when they meet in middle, each does the same dribble move, accelerate after move, then pass to next in line -Work through all dribble moves (above), good 2 foot stop before they pass ball	3
Zig Zags	1Ball 2 Players	Groups of 2, set up in baseline corner -1on D, 1on O with the ball, D slides as O dribble to centre of court, once at centre D forces O to the sideline -Follow pattern to half court, at half court game is live	3

Passing Drills

These drills are intended to teach and train basic passing fundamentals. Implement them early on in practice in order to work on technique. Focus on technique rather than speed. Teach 'shoulder pass' rather than chest pass. Pass is made from the shoulder, using primarily strong side hand. This allows player to shield pass from defender much more effectively

Drill	Equipment	Details	Level
Partner Passing	1 Ball Per Player	Partners with 1 basketball, stand 10-20' apart -Pass the ball back and forth -Receiver must have hands up, showing 10 fingers -Chest pass, bounce pass, 1-hand push pass -Add another basketball, one player makes bounce pass, one player makes chest pass -Make them move up the floor, passing back and forth, finish with layup	1
3 Man Passing	1 Ball Per Player	As above, extra player goes behind one of the other players, ball starts in line with 2 players -Player with ball passes to opposite line, receiver steps to ball and catches with 2-foot stop. Passer then follows their pass and 'closes out', defending player they passed to -Player with ball must pivot appropriately in order to pass ball back to opposite line	2
3 Man Weave	1 Ball Per Player	3-lines on baseline, balls in the middle -Pass across, follow your pass behind, weaving all the way down the floor -Ball should not touch the floor, finish with lay-up at the far end -Can do a 2 on 1 back, person who does lay-up is on defense -Advanced – 5-man weave, 3 on 2 coming back	2
3 Line Passing	2 Ball Per 3 Players	3 lines on baseline, balls in outside lines -Person in middle is playing catch with outside lines -Left side passes to middle, middle passes back, right side is dribbling at this point -Right side passes to middle, middle passes back, left side is dribbling -All the while moving up the court -Give everyone a ball, middle and side pass at same time, one bounce, one chest	2

Passing Drills Contd.

Drill	Equipment	Details	Level
4 Corner Passing	2/4 Balls	4 lines, forming a square, 2 balls at front of lines opposite each other -players pass ball to their right and go to line on their left -pass should be made with outside hand, pivot with same foot and step with opposite foot -receiver must show hands and step towards the pass, catch on 2-foot stop -add 2 more balls once drill is mastered	3
4 Corner 4 Ball Dribble & Pass	4 Balls	4 lines, forming a square, balls at the front of each line -4 players dribble ball into the middle, 2-foot stop, pivot to the right, pass to line on the right -Mix up passes (chest pass, bounce pass, 1 hand push pass) -Mix up pivot (forward pivot right/left, reverse pivot right/left)	3

Shooting Drills

The listed shooting drills are intended to teach and promote technique in both the actual shot and preparation to shoot the ball. Again, stress proper technique. Encourage them to shoot the ball properly, even if 'their way' works a bit better for the time being.

Drill	Details	Level
Form Shooting	Everyone with their own basketball, no hoops required -Balance -get feet shoulder width apart, one toe slightly ahead of the other -Eyes - must be up and on the rim -Elbow - points to the target -Follow-through - flick your wrist, pretend to be reaching for cookie in cookie jar Hold ball in one hand, at your side, bend knees, bring the ball up beside head Shoot ball straight up in the air, let it come down and catch it Can be done without hoop, or from right beside hoop (trying to make swishes) -Add second hand to side of ball -Add jump	2
2-Line Shooting	2 lines at the 3-point line, foul line extended, everyone with ball except 1st in one line -Player without the ball jabs to basket, then comes into the middle of the floor -Opposite line passes ball, Player catches ball and shoots it, gets rebound, goes to other line -Player who just passed ball now makes jab to basket, then curls to middle of key -Repeat -Use Catch & Shoot, Catch 1-Dribble Shoot, Catch 2-Dribbles Lay-up	2
Lay-Up Lines	2 Lines set up, about 15 feet from half court, everyone with ball except 1st in one line -Player without ball cuts to the middle, receives pass from opposite line -Either 2-foot stop, pivot and go to side of basket you started on OR -Catch and dribble right away, go to opposite side of basket you started on -After you pass, you become cutter - get rebound, go to opposite line	2

Shooting Drills Contd.

Drill	Details	Level
Partner Shooting	Partners with 1basketball -One player shoots the ball, chases down rebound -Once rebound secured, player passes to partner who is moving around on perimeter -Use catch & shoot, catch 1-dribble shoot, catch 2-dribbles lay-up -Stress proper footwork, good passes, game type conditions	
3-Man Shooting	Groups of 3 with 2 bas ketballs, 1basket -Shoot, follow your shoot, get the rebound, pass to player without the ball -Make it a competition -first team to 10 or first in group to 5 -Catch & Shoot, 1-Dribble Move, 2-Dribble Move, 3-pointers	3
Dribble Drift	2 Lines at the 3-point line, foul line extended, everyone with ball except first in one line -P1 in line with ball makes penetration move to the basket -P2 in opposite line, without ball, drifts to the baseline -P1 makes pass under the basket, to P2 on baseline - catch and shoot -After pass, P1 cuts up to foul line, receives pass from P3 at front of line that P2 started in	3

Transition and Game Scenario Drills

These drills are intended to teach kids how to attack the basket in transition, usually with an advantage in numbers. Emphasis should be put on making simple, smart decisions. If your teammate is ahead of you, pass it. If you are open, shoot it. In a 2-on-1, try to score in 1 or 0 passes. In a 3-on-2, try to score in 2 or less passes.

Skill	Drill	Details	Level
Transition	1 on 2, 2 on 1	3 lines at baseline, players in middle have basketball -Player in middle starts to dribble down court, trying to score lay-up, other 2 are trying to stop him -Once he scores or is stopped, it is a 2 on 1 coming the other direction -Player who was on offense for 1 on 2, goes to defense for 2 on 1	1
	3-man weave to 2 on 1	3 lines at baseline, player in middle with basketball -3-man weave down to the other end of the court, finish with Jay-up -Player who takes/makes lay-up, runs back on defense, other two attack Can alter drill to have 5-man weave down, 3 on 2 coming back	2
	3 on 2 Continuous	Line at half court, out of bounds, 1 ball, 3 start on O, 2 start on D -3 attacks 2 on D, once they cross half, a 3rd defender touches middle and chases. -2 enter from sideline and go to other basket on defense -Once team on O scores or is stopped, then the D goes to O, and attacks other basket Can also do drill as 4 on 2+2 or 5 on 3+2, or in teams with teams waiting on opposite sides of floor	3

Transition and Game Scenario Drills Contd.

Skill	Drill	Details	Level
Game Scenarios	Your Number. Is Up	Players in pairs, lined up across from each other, each set of partners given a number -Coach calls a number, that pair run out to middle to get ball, play 1on 1 -Coach calls 2 numbers, those pairs run out and play against each other	
	4 on 4 on 4	A team on D at each basket, a team on O attacking one of the baskets, 1ball -If team scores, they get ball back and attack other basket -If team is stopped, team on D gets ball and attacks other basket Can be done with teams of 3,4 or 5	
	5 on 5 with No Dribbling	Standard scrimmage game, but eliminate dribbling -This will force kids to move without the ball, and it will eliminate someone hogging the ball -Modify and say no dribbling in the back court	

Basketball Practice Plan



10 Minutes		Dynamic Warm-Up	
Start Time	Finish Time	Drill	Skill Development
			Dribbling
			Passing
			Shooting
			Defensive



4 on 4 Player Rotation Sheet

	Date	Home						Away					
9 Players													
	1	2	3	4	5	6	7	8	9	10	11	12	shifts (12)
1	x		x		x		x		x		x		6
2	x		x		x			x		x		x	6
3	x		x			x		x		x		x	6
4	x			x		x		x		x			5
5		x		x		x		x			x		5
6		x		x		x			x		x		5
7		x		x			x		x		x		5
8		x			x		x		x		x		5
9			x		x		x		x			x	5
8 Players													
	1	2	3	4	5	6	7	8	9	10	11	12	shifts (12)
1	x		x		x		x		x		x		6
2	x		x		x		x		x		x		6
3	x		x		x		x		x		x		6
4	x		x		x		x		x		x		6
5		x		x		x		x		x		x	6
6		x		x		x		x		x		x	6
7		x		x		x		x		x		x	6
8		x		x		x		x		x		x	6
7 Players													
	1	2	3	4	5	6	7	8	9	10	11	12	shifts (12)
1	x	x		x		x		x	x		x		7
2	x		x	x		x		x		x	x		7
3	x		x		x	x		x		x		x	7
4	x		x		x		x	x		x		x	7
5		x	x		x		x		x	x		x	7
6		x		x	x		x		x		x	x	7
7		x		x		x	x		x		x		6
6 Players													
	1	2	3	4	5	6	7	8	9	10	11	12	shifts (12)
1	x	x		x	x		x	x		x	x		8
2	x	x		x	x		x	x		x	x		8
3	x		x	x		x	x		x	x		x	8
4	x		x	x		x	x		x	x		x	8
5		x	x		x	x		x	x		x	x	8
6		x	x		x	x		x	x		x	x	8
11 Players													
	1	2	3	4	5	6	7	8	9	10	11	12	shifts (12)
1	x		x			x			x			x	5
2	x			x		x			x			x	5
3	x			x			x		x			x	5
4	x			x			x			x		x	5
5		x		x			x			x			4
6		x			x		x			x			4
7		x			x			x		x			4
8		x			x			x			x		4
9			x		x			x			x		4
10			x			x		x			x		4
11			x			x			x		x		4
10 Players													
	1	2	3	4	5	6	7	8	9	10	11	12	shifts (12)
1	x		x			x		x			x		5
2	x		x			x		x			x		5
3	x			x		x			x		x		5
4	x			x		x			x		x		5
5		x		x			x		x			x	5
6		x		x			x		x			x	5
7		x			x		x			x			5
8		x			x		x			x		x	5
9			x		x			x		x			4
10			x		x			x		x			4

5 on 5 Player Rotation Sheet

Date

Home

Away

9 Players	1	2	3	4	5	6	7	8	9	10	11	12	shifts (12)	
1	x	x		x		x		x		x	x		7	
2	x		x	x		x		x		x		x	7	
3	x		x		x	x		x		x		x	7	
4	x		x		x		x	x		x		x	7	
5	x		x		x		x		x	x		x	7	
6		x	x		x		x		x		x	x	7	
7		x		x	x		x		x		x		6	
8		x		x		x	x		x		x		6	
9		x		x		x		x	x		x		6	
8 Players	1	2	3	4	5	6	7	8	9	10	11	12		
1	x	x		x	x		x		x	x		x	8	
2	x	x		x		x	x		x	x		x	8	
3	x		x	x		x	x		x		x	x	8	
4	x		x	x		x		x	x		x	x	8	
5	x		x		x	x		x	x		x		7	
6		x	x		x	x		x		x	x		7	
7		x	x		x		x	x		x	x		7	
8		x		x	x		x	x		x		x	7	
7 Players	1	2	3	4	5	6	7	8	9	10	11	12		
1	x	x	x		x	x		x	x	x		x	9	
2	x	x		x	x	x		x	x		x	x	9	
3	x	x		x	x		x	x	x		x	x	9	
4	x		x	x	x		x	x		x	x	x	9	
5	x		x	x		x	x	x		x	x		8	
6		x	x	x		x	x		x	x	x		8	
7		x	x		x	x		x	x		x		8	
6 Players	1	2	3	4	5	6	7	8	9	10	11	12		
1	x	x	x	x	x		x	x	x	x	x		10	
2	x	x	x	x		x	x	x	x	x		x	10	
3	x	x	x		x	x	x	x	x		x	x	10	
4	x	x		x	x	x	x	x		x	x	x	10	
5	x		x	x	x	x	x		x	x	x	x	10	
6		x	x	x	x	x		x	x	x	x	x	10	
11 Players	1	2	3	4	5	6	7	8	9	10	11	12		
1	x		x		x		x		x			x	6	
2	x		x		x		x			x		x	6	
3	x		x		x			x		x		x	6	
4	x		x			x		x		x		x	6	
5	x			x		x		x		x		x	6	
6		x		x		x		x		x			5	
7		x		x		x		x			x		5	
8		x		x		x			x		x		5	
9		x		x			x		x		x		5	
10		x			x		x		x		x		5	
11			x		x		x		x		x		5	
12 Players	1	2	3	4	5	6	7	8	9	10	11	12		
1	x		x		x			x		x			5	
2	x		x			x		x		x			5	
3	x		x			x		x			x		5	
4	x			x		x		x			x		5	
5	x			x		x			x		x		5	
6		x		x		x			x		x		5	
7		x		x			x		x		x		5	
8		x		x			x		x			x	5	
9		x			x		x		x			x	5	
10		x			x		x			x		x	5	
11			x		x		x			x		x	5	
12			x		x			x		x		x	5	
13 Players	1	2	3	4	5	6	7	8	9	10	11	12		
1	x		x			x		x			x		5	
2	x		x			x			x		x		5	
3	x			x		x			x		x		5	
4	x			x		x			x			x	5	
5	x			x			x		x			x	5	
6		x		x			x		x			x	5	
7		x		x			x			x		x	5	
8		x			x		x			x		x	5	
9		x			x		x			x			4	
10		x			x			x		x			4	
11			x		x			x		x			4	
12			x		x			x			x		4	
13			x			x		x			x		4	

Kitchener-Waterloo



Game Score Sheet

Shifts 1 2 3 // 4 5 6
7 8 9 // 10 11 12

Date _____
Time _____
Location _____

Division _____
Referee _____
Timer/Scorekeeper _____

Home	Colour	Coach	Timeout	Team Fouls
			1st <input type="text"/>	1st 1 2 3 4 5 3rd 1 2 3 4 5
			2nd <input type="text"/>	2nd 1 2 3 4 5 4th 1 2 3 4 5

No	Player	Fouls	1st Half Pts	2nd Half Pts	Total Pts
0		1 2 3 4 5			
1		1 2 3 4 5			
2		1 2 3 4 5			
3		1 2 3 4 5			
4		1 2 3 4 5			
5		1 2 3 4 5			
6		1 2 3 4 5			
7		1 2 3 4 5			
8		1 2 3 4 5			
9		1 2 3 4 5			
10		1 2 3 4 5			
11		1 2 3 4 5			
12		1 2 3 4 5			

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25
26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50
51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75
76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100

Visitors	Colour	Coach	Timeout	Team Fouls
			1st <input type="text"/>	1st 1 2 3 4 5 3rd 1 2 3 4 5
			2nd <input type="text"/>	2nd 1 2 3 4 5 4th 1 2 3 4 5

No	Player	Fouls	1st Half Pts	2nd Half Pts	Total Pts
0		1 2 3 4 5			
1		1 2 3 4 5			
2		1 2 3 4 5			
3		1 2 3 4 5			
4		1 2 3 4 5			
5		1 2 3 4 5			
6		1 2 3 4 5			
7		1 2 3 4 5			
8		1 2 3 4 5			
9		1 2 3 4 5			
10		1 2 3 4 5			
11		1 2 3 4 5			
12		1 2 3 4 5			

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25
26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50
51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75
76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100

Kitchener-Waterloo



KWYBA

COACH APPLICATION FORM

All material here will remain confidential

Name: _____

Address:

City: _____ Postal Code: _____

Phone (H): _____ (C): _____ (W): _____

Email:

Coaching Position Applying for: _____

YBA REFERENCES:

Name	Address	Phone
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____

Best Availability: _____

DECLARATION:

I hereby declare that the above information is true and complete to the best of my knowledge. I agree to allow the KW YBA Executive verify the character references I have supplied.

I further agree to become familiar with the Coach's Manual, and adhere to all the "Fair Play" Polices of the KW YBA.

Signature: _____ Date: _____



House League Coach's Contract

As a KWYBA Coach, I agree to:

- Attend all practices and games, arriving in a timely manner
- Follow the direction of the Executive Board and Director of House League Operations
- Promote the KWYBA and its values to players, parents and community
- Ensure my conduct at all KWYBA functions is according to the OBA's Fair Play Code
- Recognize that unknown circumstances will occur and accommodate them in an affirmative and positive manner
- Attend Coaches' meetings and clinics arranged by the Coordinator and Conveners
- Meet with team players and parents to outline how the team will follow and enforce the policies, procedures, rules and fair play Code set by the OBA and the Executive
- Distribute season schedules and other information to parents and players in a timely manner
- Have permits available at practices and games for gym rental and abide by the start/end times and School Board Policies
- Check and clear the benches/gymnasium immediately following completion of your activity
- Notify the Director of House League Operations within 24 hours of any major injury sustained at game/practice
- Cooperate with and be respectful to Custodial Staff at all facilities
- Supervise players at all times during practices/games and other KWYBA activities and ensure that you are **NEVER** alone with any player, except for emergency situations
- Inform the Director of House League Operations if unable to attend a practice/game at least 48 hours prior and make sure your team is properly covered in your absence
- Recognize that failure to adhere to these responsibilities may result in disciplinary action by the Executive Board's Disciplinary Committee and possible suspension/removal from your position

By signing this contract, I am acknowledging that I have read the Coach's Responsibilities and accept the position as a Volunteer Coach with the KWYBA and will act accordingly.

DATED: _____, 201__

Name (please print)

Signature



KWYBA Incident Report Witness Statement

Type of Incident: (e.g. player injury, conduct violation, damage to property, etc.)

Date and Time of Incident

Location of Incident

Name and contact information of Witness

Witness Statement:

Date Completed

Name of Person Taking Statement

Witness Signature

Date Report Received (For KWYBA use only)