



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY



Youth Basketball Parent Handbook



Youth Sports Parent Handbook

Letter to Parents

Dear Parents and Participants,

The Mason City Family YMCA welcomes you to the Youth Sports Program! A goal of the Mason City Family YMCA is for all youth sports participants, both parents and children of all abilities, to have an enjoyable sporting experience. Skill development is the main component of all YMCA Youth Sports. Non-competitive games are a part of every season, and each child will play an equal amount of time in every game (as close as possible based on the team roster). Of course, a FUN and friendly environment is characteristic of all YMCA programs.

This is the Youth Sports Parent Handbook. It describes the Mason City Family YMCA's youth sports program. Please take a few minutes and read the information inside this handbook. This material may answer some of your questions, as well as give you the Youth Sports Philosophy and YMCA mission statement.

Youth Sports programs are possible by the dedication of volunteers. Many volunteers put in several hours of work to make the YMCA programs a success. Thank you to all of the YMCA volunteers who invest time and energy into the lives of young people today. If you are interested in future volunteer opportunities, please contact us.

Families are very important to the Mason City Family YMCA! Please take an interest in your child by participating with him/her during practices and games. Also, time spent with your child at home in sport skills development builds confidence and parent-child relationships.

Thank you for your participation. We look forward to serving you and your child in our Youth Sports program. If you have any comments or questions, please call the Mason City Family YMCA at 641-422-5999.

Sincerely,
Casey Curoe
Health, Wellness & Sports Director
E: ccuroe@masoncityymca.org



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Mason City Family YMCA Mission Statement:

To put Christian principles into practice through programs that build a healthy spirit, mind and body for all.

4 Core Values of Character Development:

- Caring
- Honesty
- Respect
- Responsibility

Youth Sports Philosophy:

Mason City Family YMCA Youth Sports program has been developed for children and their families. The program emphasizes wholesome competition, mastering of sports skills, development of fitness, spiritual application, socialization and inclusion. Skill development and healthy lifestyles are emphasized along with the values of caring, honesty, respect, and responsibility. Values such as sportsmanship, fair play, and character development will be the major components of each sports program. The underlying foundation for Youth Sports is "Everyone plays, everyone wins."

At the YMCA we stress fun and skills over winning and competition, in a safe, supportive and healthy environment. We encourage children of all abilities to participate in our Youth Sports program YMCA Youth Sports - a safe place to play, grow, and have fun for all. What makes the YMCA special is our philosophy, based on these Seven Pillars:

- **Everyone Plays.** We do not use tryouts to select the best players nor do we cut kids from YMCA Youth Sports. During the season everyone receives equal practice time and plays at least half of every game. As part of a team, everyone contributes to the team's success.
- **Safety First.** Although children get hurt playing sports, we do all we can to prevent injuries. We've modified each sport to make them age appropriate and more enjoyable to play.
- **Fair Play.** Fair play is about playing by the rules and following the traditions of the game. It's about coaches being role models of good sporting behavior and guiding their players to do the same.
- **Positive Competition.** We believe competition is a positive process when the pursuit of victory is kept in the right perspective. The right perspective is when adults make decisions that first are in the best interest of the athletes participating and then decisions that help win the contest.
- **Family Involvement.** YMCA Youth Sports encourages parents to be appropriately involved in their child's participation in our sports programs. In addition to parents' helping as volunteer instructors, coaches, officials and timekeepers, we encourage their presence at practices and games to support their youngster's participation.
- **Sport for All.** YMCA Youth Sports is an "inclusive" sport program. That means that youngsters who differ in various characteristics are to be included rather than excluded from participation.
- **Sport for Fun.** Sports are naturally fun for most kids. They love the challenge of mastering the skills of a game, playing with their friends and competing with their peers. Remember, YMCA sports are for the kids; let them have fun!



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Parent Code of Ethics

By registering your child for YMCA Youth Sports, you agree to provide positive support, care, and encouragement for your child and other children in youth sports by following this Parent 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 my personal desire to win.
- 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 of 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 adults.
- I will do my best to make youth sports fun for my child.
- I will ask my child to treat players, coaches, and officials with respect regardless of race, sex, creed, or ability.
- 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 have my child at as many practices and games as possible.

Participant Code of Ethics

By choosing to play in YMCA Youth Sports, all participants agree to abide by this Participant Code of Ethics:

Be Responsible

- Your YMCA is a Safe Zone. Use or possession of drugs, alcohol, or weapons is not allowed in YMCA programs or facilities.
- Unsafe or dangerous behavior will not be tolerated.

Be Caring to Others

- Fighting, physical confrontation, or threatening to fight is not allowed in YMCA programs or facilities.

Be Respectful of Others

- Mistreatment or harassment of YMCA members, program participants or staff is strictly prohibited.
- Intentional damage to another person's property or YMCA property will not be tolerated.
- Refrain from abusive or profane language.

Be Honest to Yourself and Others

- Conduct that does not support the YMCA mission or core values of caring, honesty, respect and responsibility is not acceptable.

Volunteer Opportunities

Without the involvement of parents, family and the community, YMCA sports would not be possible. We are always looking for volunteers to help as coaches, assistant coaches, team parents, volleyball line judges and scoreboard operators. Coaching can be one of the most rewarding activities a parent does with his or her child, and we will be there every step of the way to help. We provide coaching manuals, practice assistance, email support and can even provide a "mentor" coach if requested. All practices are supervised by trained YMCA staff – just look for the Y shirt! – and we are there to help you. Though YMCA personnel cannot coach teams, we can provide as much assistance as needed. Coach and assistant coach volunteers must submit a volunteer application.



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YMCA Youth Sports Policies

Communication Policy

YMCA staff will use e-mail as the primary means of communication before and during sports leagues. YMCA staff will send out e-mails for Parent Meetings, changes in league dates, etc. Volunteer coaches will be given e-mail addresses and phone numbers to call for any changes to schedules. *Please ensure that you have access to a working e-mail account, and that YMCA staff have an up-to-date e-mail address for you. Also please use an up-to-date phone number on your registration form.*

Financial Information

Refunds

We want you to be completely satisfied with your youth sports experience. Therefore 100% refunds will be granted for all requests for refunds (for whatever reason) that are made before the start of the season.

Partial refunds for instances of hardship, such as injury, will be given once the season has started, based off of how many games the participant has already played in before the request for the refund was made. Please allow two weeks delivery for a refund check. Cash refunds are not available.

Credits

Credits on your YMCA account can be substituted for refunds on any request. This allows you to use money for a refunded program when registering for a future YMCA program.

Program Cancellations

The YMCA reserves the right to cancel programs due to insufficient registrations. In the case that a program is cancelled for this reason, all registered participants will be notified and given full refunds.

Age/Grade Guidelines

Divisions are specified by the participant's grade level. Preschoolers who are 5 years of age may participate in the Kindergarten age group. Special considerations will be evaluated by the Youth Sports Coordinator.

Inclusion of Children with Disabilities

YMCA Youth Sports welcomes children with disabilities into our program. Please identify any health concerns or special needs your child may have when registering for Youth Sports so that we can determine together what accommodations your child may need to be successfully included. If you have any questions or concerns, please do not hesitate to contact Dylan Hall-Youth Sports Coordinator.

Non-Discrimination Policy

The Mason City Family YMCA is an equal opportunity/affirmative action organization. It is our policy to accept and promote all persons without regard to race, religion, color, gender, age, national origin, marital status or disability in accordance with Federal and State laws and regulations.



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Communication & Evaluations

Please take the time to talk with your YMCA Youth Sports staff and/or volunteers about your child's experience. Specifically, if there are program elements you believe we could improve to enhance the experience, please let our staff know.

You may receive a brief survey from the YMCA at the end of the season. Please take the time to fill out this survey. We value your feedback, and strive to improve our programs each year. Results from the surveys will be compiled and reviewed by the appropriate YMCA staff at the end of the season. Determination of major division changes will be made by the Youth Sports Coordinator.

Team Assignments

Participants are placed on teams evening out the age/grade difference. Pre-formed teams are not allowed at the Mason City Family YMCA.

Inclement weather for Practice: League practices will follow our Inclement Weather policy. Cancellations will be relayed onto local news and radio stations. Our Inclement Weather Policy is:

- If Mason City Schools are cancelled for the day - All Youth & Adult programming are cancelled for the day.
- If Mason City Schools are two hours late - All Youth and Adult programming is cancelled for the morning. Programming will resume after noon on that day.
- If Mason City Schools are released early - All Youth and Adult programming is cancelled for the rest of the day.

Inclement Weather for Games: If a game is cancelled due to weather, they will be cancelled on Friday night and parents will receive a call from the YMCA. Check the web site http://www.masoncityymca.org/news_publications/. Cancellations will be forwarded onto local news and radio stations.

Online Registration

- Go to the Mason City Family YMCA website at: www.masoncityymca.org
- Select: Online Registration (upper right)
- Select: Login
- From the Welcome, Guest page you will see 3 Options
 1. Sign In—Use this if you have already set up an ONLINE account.
 2. Find Account—Use this if you're a current or past member, or if you have registered for programs in the past, but you haven't set up your online account.
 - To find your account enter your last name, birth date AND zip code. (all required)
 - If you cannot find your account—please call the Y at 641-422-5999 and we will update your record so you can find your account.
 3. Sign Up—Use this if you have never been a member or enrolled in any programs or classes. Select this option to create an online account.
 - Select the *Non-Member Membership Option (only option)
 - Fill out all of the information for each participant.



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Registration Deadline

Deadline for the Youth Basketball program is printed on the Youth Basketball Flyers. After the registration deadline has ended there are no extra fees added. The registration deadlines are important so that YMCA staff have enough time to prepare the league and hold coaches, parents and staff meetings before the start of the season.

Volunteer Coaches

All coaches are VOLUNTEERS who take time to instruct your child. Without their efforts, sports programs would not be possible. The YMCA does our best to find knowledgeable, caring, responsible adults with the time and commitment level to provide the best experience for the team.

Background checks

All volunteers must fill out a complete volunteer application which includes a criminal background checks and reference checks. Applications are available at the YMCA. If you know of a possible volunteer or would like to volunteer yourself please contact the YMCA.

What if there is no coach

The YMCA makes every effort to find coaches for teams. In the event that a coach cannot be found for a team by the first scheduled practice, a staff member will run the first practice with the parents. If a coach is not found at this time or parents are not willing to work together to coach the team, the team will be disbanded and participants will be placed on other teams.

Concerns with coaches

If during the season you begin to have concerns regarding your coach, please do not hesitate to call the YMCA to let us know. We do appreciate your feedback on coaches and will use your feedback to help coaches create the best experience possible for all participants.

Communication

Parents Meeting

At the beginning of each sport season we will be hold a parents meeting. This is the opportunity for the parents to learn about the YMCA Youth Sports program and also get important information for the start of the season. Important season dates, coach, practice and team information may be distributed at the meeting. Practice dates and times are determined by the coach. The YMCA will do it's best to have the practice day and time ready before the parents meeting.

Communication with Staff

The Youth Sports Coordinator will be onsite for all games. Any emergencies or concerns should be brought to the attention of the coordinator. All practice emergencies or concerns should be brought to the attention of the Director on Duty (coverage staff) and Building Supervisor. If you feel your practice concern has not been met or addressed by staff, please contact the Youth Sports Coordinator.



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Working with Officials

Youth Sport officials are usually parents, other coaches, high school or college students. Most of these people are learning how to officiate through practical experience. Official's do not receive training from the YMCA but they improve as officials by officiating. Coaches and parents should try to be sympathetic rather than critical of the official's role. We want to maintain a positive playing environment and cutting down officials on the court is not positive.

Keep in mind that the officials work or volunteer for the YMCA and are not obligated to discuss their job with coaches, parent or spectators after each game. If you have feedback about the officials, please direct it to the Youth Sports Coordinator.

E-mail

Your e-mail is the best way for the YMCA to communicate league information with you. If you provide us with your e-mail address we will send you team information before the season, picture information and other season information. If your e-mail is not on the team roster then we were not provided with it on your registration form.

Contact Information

Casey Curoe
Health, Wellness & Sports Director
E: ccuroe@masoncityymca.org



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Official Rules of Play

Basic rules for all divisions:

All games will be played according to the rules of the Iowa High School Athletic Association, except for the modifications listed below.

1. Gameplay – All leagues will play 5 on 5.
2. Substitutions – At the start of each quarter and every FOUR MINUTES, players will be substituted. Substitutions are not a timeout, but the clock will stop during all substitutions. After substitutions have been made, players will line-up and be matched for defense by the coaching staff. Substitutions for injuries will not require a time out and the clock will stop.
3. Participation – Each participant is only eligible to play on one team per season. All players must play as near to equal time as possible.
4. Sportsmanship – All players, coaches, fans and observers must exhibit good behavior and civil conduct at all times within the parameters of the YMCA Youth Sports program activities. Belligerent manners will not be tolerated.
5. Referees – Officials have the final authority on all calls. All decisions are final. Referees should be considered an extension of the coaching staff and the YMCA.
6. Forfeiture – Official game cancellation occurs if any team cannot field five players at the time of the scheduled game. A scrimmage game will ensue utilizing the available players from both teams. Referees will not officiate forfeited games.
7. Running Clock – There will be four eight minute quarters. Quarters will run continually once started, except for the teams' allotted time-outs, substitutions and any official time-outs.
8. Pre-Game Etiquette – No dribbling, shooting or loose ball handling will be allowed by anyone not participating in the current game until it is officially ended.
9. Uniforms – Uniforms will consist of one YMCA team colored t-shirt. Players must wear tennis shoes and shorts or pants. Absolutely no jewelry, metal hair clips, or hard casts allowed. Wristbands, headbands, and shooting sleeves are allowed.

Modifications for 5 years old/Kindergarten League

1. No "seconds" rule in the lane area. Coaches should encourage players to move around and out of the lane as much as possible.
2. All players must play man to man defense and will be matched up at the beginning of each period, and after substitutions have been made.
3. No double teaming or trapping
4. No full court defense. Defensive team must allow the offensive team to bring the ball across half court.
5. No "5 seconds" rule (ball possession or to bring the ball inbounds) will be enforced.
6. Basket height will be approximately 8'6-9'.
7. Youth size basketball (27.5 oz) is used.
8. No shooting fouls. All fouls will be recorded as on the floor.
9. A "blow out" is declared if one team is up by 20 or more points at or after halftime. Display score will be set to 0-0 for the remainder of the game.
10. Four eight minute quarters will be played. 2 minutes in-between quarters and 5 minute halftime.
11. One time-out per team allowed for each half. Time-outs cannot be carried over to the second half.
12. No stealing off the dribble or while a player has possession of the ball. Stealing is allowed on the passes and loose balls only.



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13. The score will not be recorded.

Modifications for 1st/2nd and 3rd/4th Grade League

1. 5 second lane violation will be enforced. Players should be encouraged to clear the lane as much as possible.
2. All players must play man to man defense and will be matched up at the beginning of each period, and after substitutions have been made.
3. No double teaming or trapping
4. No full court defense. Defensive team must allow the offensive team to bring the ball across half court
5. "5 seconds" rule (ball possession or to bring the ball inbounds) will be enforced.
6. Women's size basketball (28.5 oz) is used.
7. No shooting fouls. All fouls will be recorded as on the floor.
8. A "blow out" is declared if one team is up by 20 or more points at halftime. Display score will be set to 0-0 for the remainder of the game.
9. Four eight minute quarters will be played. 2 minutes in-between quarters and 5 minute halftime.
10. One time-out per team allowed for each half. Time-outs cannot be carried over to the second half.
11. No stealing off the dribble or while a player has possession of the ball. Stealing is allowed on the passes and loose balls only.

There will be no tournament at the end of the season. No scores or standings will be provided on a weekly basis. Our league is focused around providing youth an opportunity to play and learn the game of basketball. All participants will receive an award for participation.