



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

MASON CITY FAMILY YMCA

SOCCER COACHES HANDBOOK



The purpose of this handbook is to provide a summary of the YMCA Youth Sports programs, as well as outlining the rules and regulations necessary for the smooth administration of such programs. The information provided in this handbook will allow coaches new to the program to become involved more quickly, as well as provide guidance and the answers to many of the questions coaches may have. YMCA Youth Sports programs are extremely beneficial in the development of our youngsters. Parent participation in sports programs is an important factor for both the kids and the success of the program.



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YMCA Youth Sports

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!

Purpose

Youth sports are designed to provide the best possible youth development opportunity by providing developmentally appropriate, values-based instruction designed not only to develop sports skills, but to develop these skills in an environment that emphasizes and rewards character and spiritual growth as much as physical development.

Goals and Objectives

All YMCA programs attempt to meet the following objectives; participant personal growth, development of positive values, improvement of personal and family relationships, appreciation of diversity, development of better leaders and supporters, development of specific skills, and to have fun!



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Youth Sports have more specific goals including;

- Building self esteem
- Teaching social skills
- Teaching physical skills
- Teaching biblical principles and encouraging spiritual growth
- Developing responsibility and decision-making skills
- Enhancing leadership skills
- Building relationships
- Supporting and strengthening family life
- Creating fun experiences for children and their families

The YMCA has identified the following as key objectives of Youth Sports.

Participants will:

- Learn how to compete and cooperate
- Learn sportsmanship
- Develop self-concept
- Develop physical skills and physical fitness
- Develop self-responsibility
- Develop motivation to achieve
- Play in a safe and enjoyable environment
- Understand lifetime enjoyment of sport
- Develop leadership skills
- Learn sports of our culture
- Solicit family involvement
- Learn how to apply spiritual principles to both athletic and everyday situations

Fair Play/Sportsmanship

The YMCA believes that fair play is the essence of competition. This fundamental virtue is a special attribute of sport and is inherent in it. A spirit of truth and honesty should mark competition with strict observance of all rules, whether written or unwritten. Fair play implies respect for one's self, one's opponent and others involved. Player's, coaches, officials, and spectators share a responsibility for fair play. Fair play sets the game above the prize. Sports can provide an excellent means of developing a predisposition to playing fair. As this virtue develops, it can influence behavior in everyday life.

"EVERYONE PLAYS, EVERYONE WINS" – the motto that reflects the YMCA's philosophy to fair play. Every participant, regardless of ability deserves the right to equal playing time. Emphasis is on fun not winning.

Values Education in Youth Sports

Values are basic beliefs about what is good, or ought to be, that actually serve as guidelines for decision-making and action. Values education is the process of helping people develop values, becoming conscious of those values, and using them to make decisions.

All sport programs incorporate certain values in the way the programs are conducted, and by the interaction of all participants. YMCA programs are encouraged to include the values of equal participation, family involvement, and working toward realistic team and individual goals, while keeping winning in perspective. YMCA programs teach fair play and working with the whole person –spirit, mind and body.

Philosophy During Practices and Contests

Practice sessions and contests provide as much opportunity for value development as they do a chance for players to learn and practice skills. Coaches need to implement YMCA Youth Sports philosophy in the following ways:



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Participation

During practice, keep as many participants active as possible. Minimize time spent waiting for a turn. Using different stations allows the coach to divide players into smaller groups that rotate to each activity. During contests, every player should play at least half the contest.

Fun

The attitude of the coach determines how much fun practice sessions and contests are. Participants have fun when they experience some success, and the coach's recognition of players' improvements makes the effort to improve more enjoyable. Positive reinforcement instead of criticism creates a fun-filled environment. A good way to find out how to make practice and contests more fun is to ask the players.

Fitness

Make warm-up and cool-down exercises a part of every practice. Introducing an exercise should involve a demonstration and an explanation of how to do the exercise properly, along with its purpose. The coach should carefully observe the players as they do the exercise to make sure they do not hurt themselves by moving incorrectly. During play, coaches should call adequate breaks and make water readily available. Coaches should never use physical exercise as punishment and should offer only nutritious food and snacks for refreshments.

Skills

Practice sessions should include practice of previously taught skills and introduction of new ones. All players can set goals and measure their progress against their own standards, not against each others. In practice sessions and contests, rules should be modified to be age-appropriate. In the practice plans these modifications of rules and equipment have already been recommended.

Fair play

Practice is the place where players learn the rules of the sport. Once they understand the rules and the reasons for them (e.g., safety), they are more likely to respect the rules and the officials who uphold them. Fair play also involves having respect for oneself and taking responsibility for one's own behavior and learning.

Family involvement

Encourage family members to observe practice sessions and contests. Explain expectations that their behavior will be consistent with the Youth Sports philosophy. They should all know the rules because they are explained in the Parent Handbook. If there are any parent concerns that you may have over the course of the season, don't hesitate to contact the Youth Sports Coordinator.



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Coach Expectations

Job Description

The coach is responsible for all aspects of directing the team's practice and plays in games and will possibly supervise one assistant coach. Some of the children participating will have previous experience playing the sport, but others will be playing their first organized sport. League games are played each Saturday. Coaches are to hold one practice of no more than 30 minutes each week during the season. There will be a mandatory coaches meeting at the beginning of the season.

Activities and Responsibilities

- To teach a sport through the use of the games approach and through effectively planned practices at a level appropriate for each member of the team.
- To organize the players to participate in games and coach them during games.
- To encourage parents' involvement and coordinate their assistance.
- To supervise the players before and during practices and games.
- To provide a safe and enjoyable environment for all players, giving each child an equal opportunity to participate.
- To communicate with the coaching director on all matters of policy.
- To serve as a positive role model to the players, parents, officials, and fellow coaches by following all rules, demonstrating good sportsmanship, and coaching consistently with the Youth Sports philosophy.
- Providing a safe environment for practice and contests
- Teaching skills in developmentally appropriate progressions.
- Providing appropriate supervision for the activity.
- Enforcing the rules and regulations of the sport.
- Matching and equating players fairly for practice and contests.

Coach's Season Commitment

Coaches will have 45 minutes of practice time per week to use at the YMCA. Coaches may secure practice space out of the YMCA however the YMCA will not cover costs of additional space used. Coaches will have one- half hour games each Saturday morning/afternoon.

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.



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Registration

Registrations can be taken for youth sports on-line or front desk (641-422-5999). Program offerings are listed in the program guides and through sport flyers including age/gender restrictions, fees and registration deadlines. Parent and coaches meetings will be communicated after the early registration deadline.

Registration Deadline

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.

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 Casey Curoe-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.

Official Rules of Play

Basic rules for all divisions:

1. Teams/ Positions – Each team will play with 3 players on the court. All players will be field players, we will not play with goal keepers.
2. Substitutions – At the start of each half and every FIVE 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. No player may play more than one period more than any other player at all times.
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 two-15minute halves. Each half will run continuously 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. **Shin guard's:** 5/pre K are optional/ 1st & 2nd grade are encouraged/ 3rd & 4th grade are encouraged/ 5th & 6th grade are encouraged.



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Field of Play:

Field Size: Approximately 57' x 33'

Goal Size: Approximately 6' x 4' wide.

Boundaries: The width of the court is from the red sideline to the curtain. The curtain will be included as part of the court and is not out of bounds. Players can play off the curtain. The length of the court will be black line to black line.

1. Teams will sit on the west side benches.
2. Parents will be provided chairs alongside the court and benches outside of the gymnasium.

Endlines: If the ball crosses the endline, it is out of play. If caused to go out by the defense, a corner kick shall be awarded. If caused by the offense, a goal kick shall be awarded.

Sidelines: If the ball crosses the sideline, it shall be put back into play by a KICK-IN. **NOTE: No throw-ins will be allowed.**

Penalty/Goal Area: A single rectangular area in which scoring is restricted from within.

Free Kicks: The kick shall be taken from the place where the infringement occurred on the playing field.

Kick-in and corner kick: If the kick-in or corner kick does not enter the field of play, the opponent shall be awarded a kick-in from the same spot, or a goal kick whichever is appropriate.

METHOD OF SCORING:

1. A goal is scored when the ball has completely passed over the goal line, between the goal posts, and under the crossbar.
2. No goal may be scored by directly striking the ball within the penalty area (i.e. any type of shot from within the penalty area). However, a player may enter the penalty area to play a ball, but may NOT directly score from within the penalty area. The ball must be played outside of the penalty area before an attempt to score is made.
 - a. 5/Kindergarten may have an exception to this rule. It will be up to the referee if the players can adhere to this rule or not.

BALL IN AND OUT OF PLAY

1. The ball shall be considered out of play when:
 - A. It completely crosses the sidelines, either in the air or on the ground.
 - B. It hits lights or superstructure.
 - C. It lodges behind the net/goal. NOTE: Last touched by defender – corner kick; Last Touched by offensive player – goal kick .
2. The ball is put back into play by:
 - A. Sideline – Kick-in from the touch line.
 - B. Endline – Goal kick or corner kick. C. Players have five seconds to put the ball into play after the ball has been placed on the spot for the kick-in, goal kick, or corner kick.

- LENGTH OF GAMES:**
1. All Games are Two- fifteen minute halves with four minute halftime
 2. Clock will run continuously, stopped only at the referee's discretion.
 3. All games shall start according to the schedule.



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Coach Contract

I understand that my responsibilities as a youth coach are of great importance and that my actions have the potential to significantly influence the young athletes I coach. Therefore, I promise to uphold the following rights of young athletes to the best of my ability.

- Right to participate in sports
- Right to participate at a level commensurate with each child's maturity and ability
- Right to have qualified adult leadership
- Right to play as a child and not as an adult
- Right of children to share in the leadership and decision-making of their sport participation
- Right to participate in safe and healthy environments
- Right to proper preparation for participation in sports
- Right to an equal opportunity to strive for success
- Right to be treated with dignity
- Right to have fun in sports

I also promise to conduct myself in accordance with the Code of Ethics for Coaches as given next. I will treat each athlete, opposing coach, official, parent, and administrator with dignity, based on the four values of caring, honesty, respect, and responsibility.

- I will do my best to learn the fundamental skills, teaching and evaluation techniques, and strategies of my sport.
- I will become thoroughly familiar with the rules of my sport.
- I will become familiar with the objectives of the YMCA Youth Sports program with which I am affiliated. I will strive to achieve these objectives and communicate them to my athletes and their parents.
- I will uphold the authority of officials who are assigned to the contests in which I coach, and I will assist them in every way to conduct fair and impartial competitive contests.
- I will learn the strengths and weaknesses of my athletes so that I might place them in situations where they have a maximum opportunity to achieve success.
- I will conduct my practices and contests so that all athletes have an opportunity to improve their skill level through active participation.
- I will communicate to my athletes and their parents the rights and responsibilities of individuals on our team.
- I will cooperate with the administrator of our organization in the enforcement of rules and regulations and in the evaluation process for coaches, and I will report any irregularities that violate sound competitive practices.
- I will protect the health and safety of my athletes by insisting that all of the activities under my control are conducted for their psychological and physiological welfare, rather than for the vicarious interests of adults.

With my signature, which I voluntarily affix to this contract, I acknowledge that I have read, understood, and will do my best to fulfill the promises made herein.

Signature: _____ Date: _____

Printed Name: _____

Director Signature: _____