



Miamisburg Wee Vikes
Code of Conduct and Team Guidelines
for
Players, Parents & Coaches
2011



Code of Conduct and Team Guidelines

Congratulations on enrolling your child in the Wee Vikes Football program. We welcome all players, parents, coaches, cheerleaders and families to participate with the Wee Vikes organization in the development of your child's football and cheer experience. Our main goal is to be **SAFE** and have **FUN!!!** We, as coaches and parents, will strive to teach your child responsibility, teamwork, sportsmanship, football education, and friendship. The main focus of this document regards football; however, the basic principles presented here also apply to cheer. The main football focus will be to teach the players the fundamentals of football and how to play the game safely and fairly. We will also teach the players how to win and lose with dignity and honor. Unsportsmanlike conduct by any coach, parent or player is not acceptable during practices or games.

The coaching staff will strive to ensure that each child will develop to their fullest potential on and off the field. The coaching staff will also do our very best to ensure your child's safety, which will include the maintenance of a level of physical fitness suitable to each child. No child will be asked to do more than their physical ability will allow. As the season progresses, each child will likely develop a football awareness suitable for certain field positions. That level of awareness will be utilized when placing your child on the field for games and practices. Each player will play several positions but not every player can play QB or RB. Wee Vikes football is not "select" football; however, some players will have more playing time than other players due to their ability to play the game and also grasp the concept of playing the game. Every player will play a minimum of 5 plays per half and each Head Coach will do their best to get more plays for all the players per half. At this age (Bantam through 6th grade) the boys mature physically and mentally at different rates. It is the responsibility of the coaching staff to teach the boys the proper techniques and fundamentals of the game to better play the game, enjoy the game, and play the game safely based on the player's physical and mental ability to play football. Even though a player may

only play 5 plays per half one season, it is not unusual for that player to improve by the next season and begin to play more and more in games.

Coaches are among the most influential adults in the lives of youth athletes in conjunction with parents and teachers. Wee Vikes coaches are crucial to developing the character in our children.

The many exercises, drills, and team rules exist to ensure your child is physically ready to play football at a level that is both **SAFE** and **FUN!!!**

Player's Equipment

Every player will be required to wear the following protective equipment, which is provided by the league:

- Helmet, with face mask, cheek pads and chin strap
- Mouthpiece (must be colored, cannot be clear or white)
- Shoulder pads
- Hip and tailbone pads
- Thigh pads
- Knee pads
- Practice/game jerseys and pants (with belt)

Additionally, the following equipment must be provided to ensure a greater level of safety and comfort:

- Athletic supporter with protective cup (No child will be able to participate in contact drills or games without this equipment)—boys must wear a hard cup and girls must wear a soft cup
- Socks
- Water jug/container
- Football type cleats (not detachable—must be molded plastic)
- Hand towel (mainly for QB, RB, Receivers and the Center)

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- Football gloves (for linemen mainly and ball handler positions as needed and especially for cold weather—gloves must comply with WOJFC Standards (www.wojfc.com))

Parents are also encouraged to purchase custom mouth guards (the “Shock Doctor” brand is the best and will ensure an additional level of comfort for your child). All mouthpieces **MUST** be non-clear and not white in color and molded. In addition the mouthpiece **MUST** be attached on the helmet (ideally the face mask). However, if your boy wears braces or other orthodontics, then you will need to purchase the special mouthpiece. There are no exceptions to the mouth guard rules. The Head Coach must make sure that each boy is wearing a proper mouth guard at all practices and games. The coaching staff and parents should discourage the boys from chewing on the mouth guards—it wears them down quickly. At this age the helmet and mouth guard are uncomfortable to wear until your child gets used to how they feel. This period of time usually lasts about 2 weeks. When your boy (or girl) gets his helmet and mouth guard, have them wear it around the house as much as he can before the first practice. This will help them get use to the helmet and mouth guard and reduce downtime during the first two weeks of practice.

If any player needs equipment adjustments or changes please bring that need to the attention of the coaching staff. During the first week of practice, equipment changes can be made at the equipment shed after practice. During the season, equipment issues must be brought to the attention of the Head Coach so that he can contact the Equipment Manager to set up a time for the player to meet with one of the Equipment Manager’s to make any adjustments or changes that the Head Coach cannot do himself.

Field Positions

During the first few weeks of practice the coaching staff will evaluate each player’s ability and place the child in a position that is suitable for their physical ability and their grasp of football to play a particular position or positions. This evaluation is especially true for the skill positions: QB, RB, WR, CB and S. This will be done to ensure the safety of the child and the propensity for the child to thrive

as a football player. If at any time a parent feels their child is not in the best suitable position, the coaching staff will be eager to respond to the concerns and make any changes deemed necessary. Please discuss your child's playing position with the Head Coach after practice or game times and not in front of the player or other players. The WOJFC has weight restrictions for ball carriers (ball eligible) for each grade level. Bantam is 75 pounds; 3rd grade is 85 pounds; 4th grade is 95 pounds; 5th grade is 105 pounds; and 6th grade is 120 pounds. Boys that exceed the maximum weight for their respective grade will be restricted from a ball handling position (i.e., QB, RB, TE or WR). Those players will be restricted to line play on offense but can play anywhere on defense and run the ball if they intercept it on defense—there are no weight restrictions for defensive players intercepting a pass.

Team Player Rules

- BE SAFE!!!
- HAVE FUN!!!
- Be respectful to all coaches, teammates, parents, officials and your opponents.
- Be responsible for your behavior on or around the field. No “trash” talking, swearing or teasing.
- Be responsible for your equipment, keeping it clean as best as possible (especially game uniforms).
- No sitting on helmets--it damages them.
- All players must wear an athletic supporter and protective cup at ALL practices and games. A player may not practice or play if he is not wearing his protective cup. No exceptions.
- Be on time for practice and games. All players are expected to be at practice unless they are ill or provide the Head Coach with a legitimate excuse. A parent or guardian leaving a Head Coach an e-mail or voice message does not constitute an excused absence. The Head Coach must receive the message and personally confirm the excused absence with the parent or guardian. Unexcused missed practices will result in disciplinary action up to and including sitting out a game. Continued missed practices or games may result in dismissal from the team. One unexcused missed practice results in sitting one quarter. Two unexcused missed practices

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results in sitting two quarters. Three unexcused missed practices results in sitting out the upcoming game. Unexcused missed practices means that the parent made no attempt to contact the Head Coach to let him know that their child would miss practice for a legitimate, excused reason within 2 days of the missed practice (confirmation between the Head Coach and parent or guardian as specified above in this paragraph). Legitimate, excused reasons include family emergency, sickness or injury, planned family trip, family funeral, planned school activity including homework.

- Keep up on all school work, if school work lapses then a player's ability to practice or play in a game may be in jeopardy. Parents are encouraged to bring any lapses in school work or problem behavior (at home or at school) to the attention of the Head Coach.
- Be prepared to practice at 6:00 p.m., this means players need to arrive at the field 10 minutes prior to that time. Practice start times may vary at the discretion of the Head Coach and may begin earlier as the sun begins to set earlier later in the season. The Head Coach will set the practice schedule a week in advance to give ample time for parents to make arrangements to get their child or children to practice on time. Practices will be no longer than 2 hours per evening. There will be 5 practices per week until School begins (practice not to exceed 10 hours per week). After School begins there will be 3 practices per week. The Head Coach will set the practice schedule after School begins and it may vary weekly at the discretion of the Head Coach. Practice schedules may vary during the School year due to after-School activities and Fall Break.
- Arrive at games one hour before the scheduled start time or whatever the Head Coach sets as the arrival time before each game. Parents should make every attempt possible to contact the Head Coach if they are running late or if they cannot make the game. If a player is not at the game 10 minutes prior to the start of the game for inspection or questioned by the Head Official, the player CANNOT play in the game. No exception. If he shows up during the game, he cannot play. No exception.
- Obey the rules of football, as demonstrated to each player by the officials and coaches. Parents are encouraged to help the coaching staff by educating their child on the basic rules of football as well.
- Do not wear any part of game uniforms to practice.
- Once positions are established, each player will be asked to learn their positions; each child may receive a playbook per the discretion of the Head

Coach. Parents are encouraged to help their boys learn the holes on offense and the gaps on defense and also make sure they know their right from their left (and even and odd numbers). Even if a Team runs an offense not based on the basic numbering scheme, it is still a good idea for all players to learn and understand each numbered hole.

- Wear a mouth guard when participating in practice and games at all times. No exceptions.

Player Discipline

Typically every player will exhibit behavior that will require a coach to utilize some form of discipline. Some common problems include horseplay, hitting/tackling when a player is not instructed to do so, not paying attention, or willfully ignoring repeated instructions. The coaching staff will issue a warning. Further unacceptable behavior will typically result in punishment that may include push-ups, drills, or a lap. If a Team is being disciplined, then at the Head Coaches discretion, the Team may be required to run extra sprints. ***No coach enjoys using disciplinary actions, but at times it is a necessary evil. And disciplinary actions are at the discretion of the coaching staff.***

The coaching staff will endeavor to use disciplinary actions sparingly, understanding that these are young men who may not truly comprehend the “rules.” Parents are encouraged to discuss the rules of football practice and games with their children to help them better understand what is expected from them. This interaction will facilitate better behavior by the child during practice and games and reduce disciplinary actions by the coaching staff.

Continued rule violations, willful disregard for a coach’s directives, fighting or profanity will not be tolerated. A player may be asked to sit out of practice if this occurs. If they occur in a game, that player may be suspended for the remainder of the game. The coaching staff does not anticipate this happening, but if a player is ejected from the game by an

official that player and the Head Coach is automatically suspended for the next game. The Head Coach is responsible for the actions of ALL Team members.

Parents

We, as parents, have the responsibility to ensure that our children are growing up to be respectful young gentlemen. If at any time you feel your child is being disrespectful at home, school, or on the field, please do not hesitate to bring that situation to the attention of the coaching staff. The coaching staff will have an open line of communication with the parents. Please understand that it is the coaching staff's belief that no child needs to witness arguments between parents and coaches. Remember that sometimes "discretion is the better part of valor."

Please keep the coaching staff informed of any physical problems that your child may experience throughout the season (i.e. illness, medication changes, emotional trauma, injury, ADHD). The same goes for any positive accomplishments your child may have off the field, in school, at home or otherwise. We are more than happy to formally recognize a player's birthday or other positive life event.

Parents are also required to honor the City of Miamisburg's Park Rules and Regulations. Please see the Head Coach for a copy as needed or refer to the Wee Vikes web site (www.weevikes.com).

Parents are also encouraged to help the "Team Coordinator" with any duties for which he/she needs assistance (i.e., snack/drink schedules for games and recognition of the cheerleaders to name a few).

Parents will be required to work 6 hours of volunteer time on the Team's assigned day to perform concession stand and field duty. The Team Coordinator will notify the parents when their respective Team's day will be and will ask each parent to volunteer.

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Parents will also be asked to provide one clock keeper, announcer and three adults to handle the chains during home games. The Team Coordinator will seek volunteers for each home game. This volunteer time does not count as part of the 6 hours of volunteer time for concession stand/field duty.

Parents who exhibit behavior detrimental to the Team and Wee Vikes organization during practices and games will face potential removal from the practice field or game field at the discretion of the Head Coach or any Wee Vikes or other official WOJFC representative. Parents, just as coaches, shall represent the Wee Vikes organization by exhibiting good sportsmanship at all Wee Vikes events, practices and games. Issues between coaches and parents should be addressed and discussed after practice or game times and away from the boy or boys. If a parent and coach cannot resolve their discrepancy, then the parent should complete the Wee Vikes Football and Cheer Association Incident Report available on the Wee Vikes web site and mail the completed form to the Wee Vikes address on the form. Coaches shall complete a Coaches Incident Report, also available on the Wee Vikes web site and get it to the Athletic Director or mail it to the Wee Vikes mailing address. The Athletic Director and Vice President shall address the unresolved discrepancy and either meet as a group or meet individually to resolve the issue and come to a workable agreement and solution. For detailed information on these issues, please read the Miamisburg Wee Vikes Football & Cheer Association, Inc. Constitution & By-Laws available on the Wee Vikes web site.

Coaches

All coaches shall adhere to the rules and by-laws documented in the WOJFC Constitution, By-Laws and Playing Rules as well as the Miamisburg Wee Vikes Football & Cheer Association, Inc. Constitution & By-Laws available on the WOJFC and Wee Vikes web site. Each Head Coach is required to read these By-Laws and Rules and adhere to them without

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exception. All coaches shall be required to complete a Wee Vikes coaches application form prior to the first day of practice.

All coaches listed on the sideline roster shall complete the Coaching NYSCA Certification and complete the background check (links available through the WOJFC web site) prior to the first practice of the season. Coaches already certified previously just have to renew their certification. But a new background check is required prior to each new season. New coaches have to take the certification test to be certified. ALL coaches shall complete the background check to be on the Sideline Roster (limit of 10 coaches and other staff members per Team roster). Other persons listed on your Sideline Roster who are not coaches shall complete the background check as well; however they are not required to become coach certified through the NYSCA. These staff members are allowed on the sideline to help with the Team; however they are prohibited from exhibiting any type of “coaching” to any player on the team during a game. These additional staff members may help with keeping the boys focused on the game, helping with the minimum play sheet, helping with player substitutions; applying first aid, keeping the players hydrated and safe.

All coaches shall exhibit leadership and good sportsmanship at all Wee Vikes functions, practices and games. If a coach is reported for unsportsmanlike conduct during Wee Vikes functions, practices or games, then per the By-Laws the coach will be interviewed by the Athletic Director based on the completed Coaches Incident Report and potential discipline shall result including possible game suspension. If a coach receives an unsportsmanlike penalty during a game, the coach shall complete a Coaches Incident Report and submit it to the Athletic Director by 9:00 PM on the evening that he/she received the penalty per the By-Laws. The coach is subject to a one-game suspension based on the findings of the Athletic Director and the Wee Vikes Board or the WOJFC Board if two unsportsmanlike penalties are received during one game.

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The Head Coach and his coaching staff shall never physically grab, push or pull a child with force at any time. The Head Coach and his coaching staff should never yell or scream at a player during practice or a game. Using a raised, commanding voice is a normal and acceptable method of getting a player's attention and making a point. And additionally a Head Coach and his coaching staff shall never intentionally humiliate or embarrass a player during practice or a game.

The Head Coach shall be fully responsible for all actions of his/her players, parents and coaches. The Head Coach shall make all final decisions with regards to the Team as described in each section of this document. Assistant Coaches, Team Coordinator, and parents are welcome to make recommendations and suggestions (constructive criticism) to the Head Coach but should never undermine the Head Coaches authority over the Team. All disputes and discrepancies between players, parents, Assistant Coaches and Team Coordinator shall be brought to the attention of the Head Coach. If the Head Coach is unable to resolve the situation, he shall take the necessary steps to get the issue resolved quickly and efficiently by first addressing the issue with the person or persons on the Team. If the Head Coach is unable to resolve the issue, then he will need to complete the proper Incident Reports and contact the Athletic Director and/or Vice President the same day the incident occurs.

The Head Coach should determine who will be the Team's Offensive Coordinator, Defensive Coordinator and other specialty coaches (i.e., QB coach, RB coach, Linemen coach, Receivers coach, LB/DB coach, etc.). The Head Coach may or may not be the OC or DC but it is advisable to be a co-OC or co-DC but not both. The Head Coach should utilize his coaching staff to its fullest potential and delegate oversight during practice when running agility and conditioning drills and special offensive and defensive drills (i.e., 7 on 7) so that he can focus on specific areas of the Team that require more attention or a specific player that needs some special instruction to become a better player.

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The coaching staff's primary purpose is to keep the boys safe, have fun and teach them how to play the game of football to the best of their ability. Winning is very important but learning the proper fundamentals of football is the most important aspect of the coaching staff. A Team will be more successful if they are in great shape and can execute a play by using proper blocking, tackling, ball handling and running techniques. By teaching the players the basics of football first, winning will come naturally.

Another aspect of coaching is to teach the boys how to win and lose with honor and dignity. Taunting or showboating will not be tolerated by any Wee Vikes Team. Each Team (Coaches, Players and Parents) are representatives of the Wee Vikes organization and the City of Miamisburg. Make our organization and City proud by demonstrating good sportsmanship.

The Head Coach shall be responsible for establishing a practice and game plan. All Head Coaches are highly encouraged to use a weekly practice plan to keep the Team on the path to becoming a better, more cohesive unit. The Athletic Director will also have a playbook containing standard offensive and defensive formations, plays and fundamentals for NEW coaches if they need them (contact the Athletic Director for a copy of this standard playbook). The success of each practice and game is a direct result of proper planning and organization before each practice and game.

If the Head Coach is unable to make a practice or game, he shall personally contact one of his Assistant Coaches and delegate the authorities of Head Coach to him for a practice or game. If the Head Coach must miss some practices and/or games due to an unforeseen situation, the Head Coach designee shall continue to act for the Head Coach until his return.

Assistant Coaches will make every effort possible to personally contact the Head Coach if he is unable to make a practice or game. If an Assistant Coach continues to miss practices and/or games without

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personally notifying the Head Coach, the Head Coach should make every effort to resolve the issue with the Assistant Coach. If a resolution cannot be made between the Head Coach and Assistant Coach, then the Head Coach shall contact the Athletic Director for intervention (the same is true if the Head Coach is missing practices or games without personally contacting an Assistant Coach and the coaching staff has to cover for him). The Athletic Director will speak with both the Head Coach and Assistant Coach and make a decision if disciplinary action should be taken to suspend the coach (either Head or Assistant) for one game or permanent dismissal from the Team if the problem is chronic and affects the overall performance of the Team. The Athletic Directors decision is final with regards to all Head and Assistant Coaches disciplinary actions. If the Head or Assistant Coach does not agree with the Athletic Directors final decision, then one or both coaches may file a grievance with the Wee Vikes Board and the issue will be resolved by the Executive Board and/or the Board.

The Head Coach and his coaching staff shall make every effort to help an injured player during practices and games, unless the parent declined medical help from the coaching staff or a trained medical person such as an EMT. The coaching staff should only make the injured player comfortable and if it is an injury to the head, neck, back or a possible broken or severely injured limb, the coaching staff shall call 911 immediately and alert the parent or parents or guardian if present. If a parent or guardian is not present, the Head Coach shall make every effort to contact them to notify them of their child's potentially severe injury.

During the first 4-6 weeks of practice, it will be potentially very hot. The coaching staff and parents should make every effort to make sure the boys are well hydrated and rested as needed. The WOJFC has strict guidelines we need to follow when the Heat Index hits 90 or above. In addition, if lightning is observed during a practice, the Head Coach will get his Team and parents off the practice field and to their cars for a minimum of 30 minutes from the last observation of lightning before practice can

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resume. If there are only about 30 minutes left in practice, then the practice is over. During games if lightning is observed, the Head Referee will determine when to leave the field and when play will resume.

Remember that each player will make mistakes but help them learn from them. Remember to encourage each player to give 100% effort at all times. And remember that the coaching staff must set a good example. Remember that football is a Team sport and all coaches, players and parents must work together to make the Team successful despite the number of wins. It is the responsibility of the Head Coach to make the Team a cohesive unit that learns the game of football, plays safely, has fun and wins games.

The rules and guidelines set forth in this document are suggested to be adhered to by all Wee Vikes Teams. If a Head Coach wishes to implement some alternative Team rules and guidelines differing greatly from those specified in this document, he must submit his Team rules and guidelines to the Wee Vikes Board for approval prior to the first Team practice.

Coaches refer to the WOJFC Rules Summary 2011 document on the Wee Vikes web site on the Coaches Corner page for specific rule changes for this season.

The following page can be used by a Head Coach to have each Player's Parent/Legal Guardian sign and give back to the Head Coach as an acknowledgement of the guidelines set forth in this document.

PARENT AGREEMENT AND UNDERSTANDING

TEAM (Grade and Color): _____

I, _____ (Parent/Legal Guardian) understand and agree to adhere to the guidelines set forth in this document.

Signature: _____ (Parent/Legal Guardian)

Date: _____