

Oswegoland Park District

Youth Basketball



Volunteer Coach Manual



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Oswegoland Park District

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(non-emergency) 630.553.5856

PHILOSOPHY

The Oswegoland Park District offers activities and programs designed to give each child an opportunity to be the best he or she can be, regardless of any “natural” ability or physical characteristics.

Although we can teach our adult volunteers the rules of basketball and how to organize a practice or referee a game, **only our volunteers themselves can make sure that each child who participates in a Park District program feels terrific about him or herself.** Young people enroll in our basketball program for a variety of reasons—to try something new, to improve their skills, to gain playing experience, or to be part of a team—and volunteer coaches and referees need to be aware of these different motivations. It’s up to you to give each child the particular kind of attention and guidance that he or she needs.



COACH AND TEAM BEHAVIOR

The way you behave as a coach and the attitudes and ideals you project will have a great deal of influence on how members of your team behave. **Coaches who project a positive attitude and who emphasize fun and skill building have fewer discipline problems than coaches who focus solely on winning.** In order to create a healthy atmosphere for competition, coaches should encourage players to do their best—honoring themselves, their teammates and their opponents. Your twofold goal as a coach should be to help the members of your team 1) enjoy the game and 2) improve their skills.

* Projecting a Positive Attitude

Sports programs are valuable tools for teaching positive attitudes and good habits such as discipline, sportsmanship and teamwork. As a volunteer coach, you can encourage these attitudes and habits in the children on your team by following some simple guidelines:

- **Lead by example.** The children you coach are always watching you, so be careful to demonstrate the kind of attitudes and behaviors you want them to display.
- **Treat the behavior of your players as your responsibility.** Talk to them immediately when undesirable situations arise.
- **Correct children calmly and patiently,** being as specific as possible in both your constructive criticism and your praise.
- **Encourage members of your team to support each other,** and discourage them from being negative to or about the other team.
- **Treat the referees with respect, talking to them only during half time or at the end of the game.** Although you may ask the referee to interpret a ruling during the game, the referee is not obligated to stop the game or even to reply.

* Training Players/ Teaching Skills

It is the coach's job to create an environment in which the members of his or her team sincerely want to improve their skills. To this end, **specific praise**—"nice pass," "good teamwork"—**is more effective than general praise**—"good job"—**because it instructs in addition to providing encouragement.** In the same manner, coaches should make their corrections as specific as possible—"next time, wait to pass until you make eye contact with your teammate"—rather than "don't throw away the ball."

If you keep your players focused on enjoying the game while building skills, your players will learn that doing their best is fun and rewarding. As you train your young players, keep in mind the guidelines below:

- **Instruct players on how to warm up**, using stretching and agility exercises to prevent injuries.
- **Allow each player to warm up at his or her own pace**, since some people loosen up more quickly than others.
- **Demonstrate important skills or techniques** such as dribbling, passing or shooting.
- **Keep demonstrations brief and offer them at the beginning of practice**, so that participants have plenty of time to practice and ask questions about what they're learning.
- **Encourage players to learn by doing**, offering assistance and guidance when necessary.
- **Remind players that school and park district rules prohibit them from:** wearing any kind of jewelry in games or practices, smoking on school grounds or in school facilities, and bringing food or drinks into the gyms.
- **Contact Adam Noggle (630.554.4480), Basketball Coordinator**, with questions about the basketball program, or any problems with your team.

* Providing Discipline

When discipline problems do arise, it is the coach's responsibility to address them **firmly, but fairly** as soon as they occur. The Oswegoland Park District recommends that each coach establish his or her own list of rules, going over them frequently with his or her players to ensure that each child understands the consequences of breaking the rules. Appropriate consequences can range from asking a child to sit out of practice for a few minutes to sending a child home from a practice or denying the child the opportunity to play in an upcoming game.

Coaches who must impose an **immediate consequence**, like sending a player home, must call the child's parent or guardian right away — children may not be sent home unless a parent is notified. Parents may pick up their child immediately, or they may ask the coach to send their child home. Immediate consequences are appropriate if a child is endangering himself or others or if a child treats his coach with disrespect.

Coaches who need to impose a serious consequence, like barring a child from an upcoming game or practice, must notify the child's parents *before the consequence is imposed*. No matter what the circumstances, adult volunteers may never threaten or physically punish a child.

* Dealing with Fans

Coaches are responsible for the conduct of their team's spectators. Fans who display poor sportsmanship may be asked to leave the gymnasium. Fans who fail to comply may cause their team to forfeit the game.

Parents attending the game must supervise their young children to make sure that they do not run around the school, shoot side baskets or climb bleachers during the game. All spectators are prohibited from smoking in school facilities, and no one is allowed to bring food or drinks into the gyms.

GUARDING AGAINST PSYCHOLOGICAL OR PHYSICAL HARM

Coaches must guard against situations that could expose the children in their care to psychological or physical harm.

- **Psychological dangers** – Coaches should foster fun and learning by establishing an environment that keeps competition in perspective:
 - **Children need to learn that winning is not everything.** In order to keep players (or fans) from focusing on the score during the game, the Oswegoland Park District does not keep score. For the same reason, the Park District does not track team standings, nor do we schedule playoffs or championship games.
 - **Children learn best when praise and corrections are concrete and specific.** Coaches should praise specific achievements and offer concrete suggestions for improvement. (See “Training Players/Teaching Skills” section.) Coaches should be especially careful not to criticize mistakes players make during a game.



- **Physical dangers** – To protect children from physical danger, coaches should always:
 - **Check the court for possible hazards.**
 - **Have emergency medical information about all team members available and accessible** at both practices and games.
 - **Stay with all of your players until their parents have picked them up** after practices and games. However, if a child is still waiting for his or her parent one half hour after the end of a practice or game, coaches should implement the Oswegoland Park District’s “Abandoned Child Procedure.” Coaches at Old Post School, Fox Chase School, Prairie Point School, Thompson Jr. High, or Traughber Jr. High should call the Oswego Police Department non-emergency number (630.554.1160), and coaches at Long Beach School should call the Kendall County Sheriff’s non-emergency number (630.553.5856). Officers will arrive promptly to assist the child in getting home safely.



CARING FOR INJURIES

- **Before** each practice or game coaches should locate:
 - **The team’s first aid kit.**
 - **The emergency medical forms for your team.**
 - **The nearest telephone** (in case you need to call 911).

- **In the event of a *minor* injury** coaches should:
 - **Remain calm.**
 - **Use good judgment**, stopping to think before taking action.
 - **Never move an injured player**—do not even attempt to help the player sit up.
 - **Treat minor injuries according to the “RICE” formula** to reduce swelling and bruising:
 - R** – **Rest**, taking weight off the injured area.
 - I** – **Ice** the bruise or strain.
 - C** – **Compress** the injury with an ace wrap or bandage.
 - E** – **Elevate** the injured area above the player’s heart.

- **Advise the player to consult a physician** who can determine if additional treatment is required.

- **In the event of a *serious* injury**, coaches should:
 - **Call 911** to request emergency assistance. (Note: If you are unsure whether or not an injury is severe enough to require expert assistance, call 911 and let the paramedics decide.)
 - **Contact the injured player’s parents, guardians, or emergency contact persons** listed on the player’s emergency medical form.
 - **Notify Oswegoland Park District staff** by calling 630.554.1010.

Note: Because the Oswegoland Park District does not carry medical insurance for program participants, medical expenses are the sole responsibility of each child’s parents or guardians.

GENERAL RULES (for players of all ages)

1. Each game consists of eight four-minute periods. The game clock runs continuously during each period, stopping only when a team calls a time out, when a player is injured or when coaches make substitutions at the four-minute mark.
2. Between each of the eight four-minute periods, there will be a one-minute time out. At the half, there will be a five-minute time out.
3. Each team is allowed to call one additional time out per half.
4. Substitutions may be made only at the four-minute mark, between periods or when a player is injured.
5. Each player on the team must play at least half of the game.
6. A coin flip starts each K and 1 game, and a jump ball starts 2nd-9th grade games, but in all other jump ball situations, teams alternate taking the ball out-of-bounds.
7. When a foul is called, play is resumed by starting at the top of the key for K-3rd grade, and the ball will be taken out of bounds for 4th-9th grade.
8. If the referee calls a technical foul against a coach or player, the other team takes possession of the ball. Any coach or player who receives two technical fouls during a game will be immediately dismissed from the current game and will not be permitted to participate in the next scheduled game.
9. Full court presses are not allowed. Once the defensive team has control of a rebound, the offensive team must drop back to half court.
10. Coaches must stay on their side-line! Coaches may not be under the basket on the end line.

11. Fast breaks are not allowed in Kindergarten and 1st grade. The offensive team must give the defense time to set up.
12. In Park District games, the “key” will be considered just the box, not the semi-circle.

RULES FOR KINDERGARTEN AND FIRST GRADERS

1. Officials **will not** call fouls for traveling, double dribbling or three seconds in the lane. Players are encouraged to dribble the ball.
2. In jump ball situations, possession will alternate. The referee will keep track of which team gets possession.
3. Defensive players must play zone defense inside the key. Defensive players **cannot** guard offensive players outside the key.
4. When a ball goes out of bounds, the referee will rule on who gets possession. The offensive team takes the ball in at the top of the key; the defensive team takes the ball in wherever it went out of bounds.
5. When an offensive player is dribbling or passing outside of the key, defensive players cannot try to steal the ball. If an offensive player makes a pass from within the key, or if an offensive player is dribbling inside the key, a defensive player may try to intercept the pass or steal the ball. Anyone may attempt to recover a loose ball.
6. Kindergarten and first graders play with an junior size ball and the rim is set at 8 feet.

RULES FOR SECOND AND THIRD GRADERS

1. Officials **will** call fouls for traveling, double dribbling, but not for three seconds in the lane.
2. Players will be removed from the game after committing their sixth foul.
3. In jump ball situations, possession will alternate. The referee will keep track of which team gets possession.
4. Defensive players may not steal the ball when an offensive player is dribbling or passing outside of the key. If a pass is stolen outside the key the referee will re-start the play from the top of the key. A defensive player may steal a ball or intercept a pass only if the offensive player is passing or dribbling the ball inside the key. Anyone may attempt to recover a loose ball.
5. Teams may not use a full court press. The defense can guard the offensive player once they have crossed the half court line.
6. Second and third graders play with an intermediate regulation size women’s ball and the rim is set at 9 feet.



RULES FOR 4th/5th, 6th/7th & 8th/9th GRADERS

1. Officials **will** call fouls for traveling, double dribbling and five seconds in the lane.
2. If a player holds or dribbles the ball for more than seven seconds without passing or shooting, the referee will call for the other team to take possession of the ball.
3. If the offensive team takes more than ten seconds to get the ball across the centerline, the referee will call for the other team to take possession of the ball.
4. Stalling is not allowed. Referees will call a foul and award possession to the other team.
5. In jump ball situations, possession will alternate. Officials at the scorers' table will keep track of possession with the possession arrow.
6. Players are allowed six fouls per game. If an offensive player is fouled while shooting a basket, the offensive team will retain possession of the ball *regardless of whether or not the shot goes in*. The offensive team will inbound the ball from the side line or under the basket.
7. In order to expose older players to different defensive strategies, we encourage teams to play a zone defense during the first half of the game. During the second half of the game, defensive players should play a man-to-man defense. Defensive players may pick up their men after they cross the half court line.
8. 4th/5th, 6th/7th & 8th/9th graders play with a regulation size women's ball (girls) or a regulation size men's ball (boys). The rim is set at 10 feet.

Thank you

for sharing our vision of
*“creating opportunities for
a healthy community”* by
volunteering to help with the
Oswegoland Park District's
Youth Basketball program

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