



APPENDIX A-CODE OF CONDUCT FOR COACHES

CALDWELL YOUTH BASEBALL ASSOCIATION

Managers and Coaches

The CYBA Board of Directors would like to thank you for volunteering to teach our players the game of baseball. We are looking forward to another successful year for the program, and in particular, an enjoyable experience for all the players in our league. In order to make this year a success, there are specific rules of conduct that everyone – players, coaches and parents – must follow. The purpose of this Code of Conduct is to outline and present the rules of conduct that all managers and coaches must follow.

As a manager and/or coach of the CYBA League, you represent our league by your conduct. While you are teaching young children the fundamentals of this great game, you are also building character. If good, solid fundamentals are taught properly, all the children in the program will develop their skills and abilities, acquire a greater appreciation, and enjoy playing the game of baseball. Remember, as a coach in this league, winning is not determined by the final score of the game or your team's standings! Winning is measured by the development of your players through the improvement of their skills, their character and their love for baseball.

RULES AND EXPECTATIONS:

- 1. Sportsmanship:** Good sportsmanship is of primary importance and is to be taught to our children, not only as it relates to baseball but also as people. We expect nothing less than your full commitment to this rule both in practice and in games. You will demonstrate respect for your players, the players and coaches of the opposing team, umpires, spectators, league officers and require that every player on your team act likewise. Any display of unsportsmanlike conduct by you or your team will not be tolerated. Because you are a role model, it is imperative that you exemplify this standard through your conduct.
- 2. Umpires:** The respect outlined in the previous paragraph also applies to the umpires at every game. CYBA League has a "zero tolerance" policy when it comes to how the umpires are treated during the game. As a coach, you will be held accountable for the conduct of your team as well as those supporting your team. This means that if any player, coach or spectator exhibits questionable behavior or is verbally abusive in any fashion, the game will be immediately suspended and the offensive player, coach or spectator will be asked to leave immediately. Please be advised, if the umpire ejects a player, coach or spectator from the game and/or the ballpark and this is not immediately

complied with, the game will be forfeited. This ejection may further result in appearing before the CYBA Executive Board before the offensive player, coach or spectator will be allowed to participate in any future games. **THIS IS YOUR FIRST AND ONLY WARNING.**

- 3. Be Prepared:** Organize your practices accordingly to take advantage of the time to prepare your team for competition. Teach commitment and dedication to your team. However, when conflicts arise, be understanding of your players and parent's needs. Remember, your players have obligations outside of baseball such as school and family commitments that are just as important.
- 4. Punctuality:** Be on time to your games and practices. If you are late, communicate to your team and your other coaches with as much advanced notice as possible. Please make every effort to be at your scheduled game at the specified times. At a minimum you should be present thirty (30) minutes prior to the scheduled start time of your game.
- 5. Parent Participation:** You may allow parents to assist you at practice. This is your decision. However, please remember that pursuant to the CYBA League Bylaws, if a parent wants to assist you in coaching they will be required to complete and pass a background check before there are allowed to help coach.
- 6. Game Day Encouragement:** Parents, family members and fans are free to encourage your players on game day. However, you are in charge of coaching. If you need to correct a player during the game, do not ridicule or humiliate the player but give the player positive reinforcement. Identify the deficiencies and work on it at practice. Please remember that your players are developing and learning to play the game. Mistakes and errors will occur! Don't forget that in baseball, getting one hit in three plate appearances is considered a GOOD day at any level of play.
- 7. Players are not guaranteed a particular playing position:** Our goal at CYBA is to encourage players new opportunities by developing various fielding positions during the course of the year. However, it is still your decision where and when each player will play. If a player wants to try a new position, they should ask you during practice. Do not teach a player to perform in a manner that will injure them, such as overusing a pitcher. Remember, their bodies are still growing and developing. You will be required to strictly observe the pitching rules outlined in CHVA (Caldwell-Homedale-Vallivue-Association) rules and CYBA rules.
- 8. Abusive and/or Offensive Language:** Any coach using abusive and/or offensive language may be subject to ejection from a game and dismissal from the ballpark. A coach may be suspended for one (1) game for using excessive abusive and/or offensive language or gestures. Continual display of this behavior may result in the coach being removed.
- 9. Alcohol/Tobacco/Controlled Substances:** Alcohol, tobacco, and illegal controlled substances are NOT allowed at any time during league activities that include participation

in games and practices. Violations of this rule may subject the coach to suspension and/or removal.

10. Handling Conflicts with Parents: No matter how knowledgeable, fair, or kind you are to your team, you may encounter a conflict with a parent during the season. Here are a few helpful tips when dealing with these situations.

- a. **Don't discuss the issue at the game:** The first thing you should avoid is discussing the problem with the parent on the field, especially if they are visibly upset.
- b. **Schedule a separate time and place to have the discussion:** Rather than discuss the problem in the heat of the moment, you should agree to meet or telephone the parent at a mutually convenient time. By doing this, you allow time to calm the situation and to prepare an appropriate response to the complaint.
- c. **Be an active listener:** When you eventually talk to the parent, one of the most important things you can do is be an active listener. Doing things like taking notes, maintaining eye contact and nodding to acknowledge you have heard what the parent is saying are crucial.
- d. **Don't interrupt:** Even if parents raise their voices or their stories are not factual, you should avoid interrupting. By interrupting a parent, you risk inflaming the situation.
- e. **Show empathy:** Respond to their concerns with statements like "I'm sorry that you feel your child has been treated unfairly." This will help the parent understand you are treating their concerns seriously. They are likely to be calmer and more willing to find a solution.
- f. **Clarify the problem:** This can be achieved by asking probing questions. This helps both parties focus on the real problems and not on personalities. Stick to the facts and avoid being caught up in the emotions of the situation.
- g. **Offer a range of solutions:** At times, parents just want their feelings to be heard and understood. If they want more, try to offer a range of solutions. This demonstrates a willingness to work together to solve the problem. Avoid making promises that you can't keep but explain what you can and cannot do.
- h. **Get closure:** Ideally, you will give the parent a number of options and agree on a mutual course of action. At this point it's appropriate to end the meeting. It should conclude with three things: 1) Leave the parent with a closing action statement e.g. "I'll get on to that now." Thank the parent for their interest no matter how unpleasant the meeting. 2) If follow-up is required, tell them when you will contact them i.e. "I'll call you tomorrow." This should leave the parent feeling as though their complaint has been heard and the parent-coach relationship will be strengthened.
- i. **Offer to elevate the concern to the Player Agent:** Remind the parent that your primary concern is for their child. In those cases where you will not be able to

find a mutually acceptable resolution, it is important that you offer to find a resolution by involving the Player Agent. In these circumstances you leave the door open by offering a means to resolve the conflict through an objective third party. By doing this, the parent will at least feel that their complaint has been taken seriously and the coach-parent relationship, however strained, will remain intact. Never leave the matter unresolved. This only allows the problem to fester and may cause the player and parents to become frustrated and dissatisfied with the league.

- j. **Remember you're the Coach:** You are a volunteer who is sacrificing your time and effort to serve their child. As such, you deserve respect. You should never subject yourself to any abuse. Neither should you enflame the situation by abusing or demonstrating disrespect to your player's parents. If a situation should occur that you cannot control, politely end the meeting and seek resolution through your Player Agent or the Division Manager.

11. Managers and Coaches dress code:

Acceptable attire: Pants, Shorts, t-shirts WITH sleeves, closed toed shoes, baseball cap, when it is cooler out a jacket or sweatshirt may be worn. This goes for ALL practices and games.

Unacceptable attire: Open toed shoes, (i.e. sandals), short cut of shirts, tank tops, crew necks, or any sleeveless shirt.

12. CYBA League Website: It will be constantly updated with information as the season progresses at www.caldwellyouthbaseball.com We encourage each coach to check it on a regular basis. Also you may stay in contact with your players an parents at sports sign ups page.

Log in to your coaches account at www.caldwellyouthbaseball.com and you will be able to access your players contact information. If you have any questions please contact your player agent at caldwellbaseball@gmail.com

By signing this form you agree that you have read and understand the above rules and terms for CYBA – CODE OF CONDUCT FOR MANAGERS AND COACHES

Coach Signature

Date

Coach Name (Please Print)