



FOR YOUTH DEVELOPMENT™  
FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY



\*For coaches registering a team of 1 or more players: Once your team roster has been turned in, parents may begin to register. No need to wait until member and community registration. All other coaches may also register during this time.

Registration Dates	Spring Baseball
Team Registration	February 5- 16
Y-Member	February 20-March 2
Community	March 5-March 16
Season Dates	April 9-May 25

**ALL SITES ARE TENTATIVE**

- All games will be played on the weekdays after 5:30pm.
- Teams may need to travel to other fields for games!
- Games Sites are throughout the Tri-Cities

**What you'll need with you to register**

- Completed Volunteer Form and a copy of your Driver's license.
- Your Child's Registration and payment if applicable.
- **How to register a team:** If you're interested in coaching a team this year, as a coach, you may pre-register you and your team at the YMCA office or online during team registration. When registering a team it is important to do so during team/coach registration. There are 3 ways you can submit a roster:
  1. Collect all signed participant registrations and checks (made payable to YMCA) and turn to the Y office.
  2. Submit a roster with participants' names. **We will hold those spots for 1 week from the time your roster is submitted.** Once your roster has been submitted, parents may come in and register. They do not have to wait for our member and community registration times. The YMCA will hold a spot for each name given on your roster. These players will not be added to your final until they have registered. **The YMCA will fill any available spots after 1 week of roster submission.**
  3. Tell parents you are coaching and to request you as a coach. Spots are not guaranteed.

**7 WEEK COMMITMENT.  
LIFETIME OF IMPACT.**

Roster sizes vary for each sport and are recommended sizes. You as a coach may request more players on your team. The YMCA has the right to change the team sizes at any time during the season.

**Basketball, Indoor Soccer and T-Ball/Coach Pitch**

Ages 3-4 and 5-6: 8-10 players/team  
Ages 7-8 and 9-10: 12-14 players/team

**Outdoor Soccer**

Ages 3-4: 8-10 players/team  
Ages 5-6: 10-12 players/team  
Ages 7-8 and 9-10: 12-14 players/team

**Flag Football**

All ages: 10-14 players/team

The Y will do its best to communicate with you in regards to your roster, but please follow up with your team to make sure they register in a timely manner. If you miss team registration you may still register, however roster requests may not be honored. We cannot guarantee space if rosters are turned in after team registration and will only hold spots for 1 week after a late roster has been submitted. If you do not have a full roster the YMCA has the right to fill it with other participants until your team is full. Registration forms are available at [www.ymcatricities.org](http://www.ymcatricities.org) or the YMCA offices.

- Certificates of Completion of the YMCA online training. Go to <http://training.ymca.net/> and complete: YMCA Youth Sports Programs, Volunteers Make the Team, Safety and Emergency Action, Coaching YMCA Youth Sports and Coaching YMCA Baseball.
- Attend coach's Training. This meeting is required for all new YMCA coaches. Returning coaches do not need to attend:

**Indoor Soccer Meeting:**

- Time: Wednesday, March 21st @ 6:00pm
- Location: Kennewick YMCA, 741 S Dayton St.

**Head Coach Incentive** We appreciate all the time and effort you put into volunteering with the YMCA and we would like to give a little back to show you our appreciation for your efforts. Your child's sport will be free as a thank you for coaching. This discount applies to each team that you are coaching where your child is on the team. If you are unable to fulfill your coaching obligations, then you will be charged for the sport. If you signed up to coach after you paid for your child to play, then we will honor the discount on the next sport your child plays.

## Youth Sports Goals:

- Teach fundamental sports skills, values, social skills, and communication skills through age-appropriate drills and activities.
- Encourage participation, everyone plays.
- Help participants have fun and enjoy playing the sport.
- Teach teamwork.
- Develop a positive attitude; learn fair play and respect for others.
- Put winning in perspective. The desire to win is part of competition skills, fair play, and having fun is more important than the final score.

### Coaches Checklist

- All changes (i.e. adds or drops) to the roster need to be communicated to the YMCA.
- Turn in the Volunteer Coaches Forms and rosters.
- Review the Rules
- Attend the Coach's Meeting
- You will receive your roster at the coach's meeting. You may request an updated roster at any time.
- Game Schedules will be emailed out and can be found on our website at [ymcatricities.org](http://ymcatricities.org)
- Certificates of Completion of the YMCA online training: Go to <http://training.ymca.net/> and complete the following only once...YMCA Youth Sports Programs, Volunteers Make the Team, Safety and Emergency Action, and Coaching YMCA Youth Sports. The sport specific section must be completed once for each sport you are coaching i.e. Coaching YMCA Basketball.
- Return all checked out sports equipment if applicable to the sport you are coaching.

### Contact Players

- Call 1 week prior to the start date.
- Tell Parents:
  - Who you are
  - Where is Practice
  - When is Practice
  - When are games
  - Where are games
  - Give website
  - Get Emails
  - Jerseys to be given out by 1st practice
  - Dress Comfortable

### 1st Practice

- Show up early.
- Be Prepared. They will know if you are not prepared.
- Give shirts to kids. (If sizes wrong, email me ASAP.)
- Bring Roster
- Let kids come up with team name.
- Remind them to bring water.
- Ask them about schools, pets, siblings, family.
- Tell them about yourself, keep it short.
- LISTEN to them no matter how off the wall they are.

### 1st Game

- Call or email your parents to remind them of games every week.
- Show up early; make sure you don't interfere with games that are already being played. Keep kids out of the way.
- Introduce yourself to other coach.
- You ref and keep time for your own games or ask a parent to help
- Don't Stress out, this is not the NBA Finals, the kids will do all the work.
- Just let them play, and then offer advice on things you see.
- DON'T YELL or grab kids.
- Always be positive to the kids, parents, coaches and staff.

### Team Pictures

- Hand out picture packets
- Call or email your parents to remind them of team pictures
- Tell them time and location
- Remind them that even if they are not purchasing pictures that it is important to show up for the team
- If you need to reschedule, contact the photographers. There number is found on the picture schedule.
- You ref and keep time for your own games or ask a parent to help

### End of Season

- Decide if your team wants to order trophies. This is optional. I will email out certificates to use if you choose.
- Return Pictures and awards to the YMCA if players weren't at end of season party

# HEADS UP: CONCUSSION IN YOUTH SPORTS

## A Fact Sheet for **COACHES**

To download the coaches fact sheet in Spanish, please visit: [www.cdc.gov/ConcussionInYouthSports](http://www.cdc.gov/ConcussionInYouthSports)

### THE FACTS

- A concussion is a **brain injury**.
- All concussions are **serious**.
- Concussions can occur **without** loss of consciousness.
- Concussions can occur **in any sport**.
- Recognition and proper management of concussions when they **first occur** can help prevent further injury or even death.

### WHAT IS A CONCUSSION?

A concussion is an injury that changes how the cells in the brain normally work. A concussion is caused by a blow to the head or body that causes the brain to move rapidly inside the skull. Even a “ding,” “getting your bell rung,” or what seems to be a mild bump or blow to the head can be serious. Concussions can also result from a fall or from players colliding with each other or with obstacles, such as a goalpost.

The potential for concussions is greatest in athletic environments where collisions are common.<sup>1</sup> Concussions can occur, however, in **any** organized or unorganized sport or recreational activity. As many as 3.8 million sports- and recreation-related concussions occur in the United States each year.<sup>2</sup>

### RECOGNIZING A POSSIBLE CONCUSSION

To help recognize a concussion, you should watch for the following two things among your athletes:

1. A forceful blow to the head or body that results in rapid movement of the head.
2. Any change in the athlete’s behavior, thinking, or physical functioning. (See the signs and symptoms of concussion.)

### SIGNS AND SYMPTOMS

#### SIGNS OBSERVED BY COACHING STAFF

- Appears dazed or stunned
- Is confused about assignment or position
- Forgets sports plays
- Is unsure of game, score, or opponent
- Moves clumsily
- Answers questions slowly
- Loses consciousness (even briefly)
- Shows behavior or personality changes
- Can’t recall events prior to hit or fall
- Can’t recall events after hit or fall

#### SYMPTOMS REPORTED BY ATHLETE

- Headache or “pressure” in head
- Nausea or vomiting
- Balance problems or dizziness
- Double or blurry vision
- Sensitivity to light
- Sensitivity to noise
- Feeling sluggish, hazy, foggy, or groggy
- Concentration or memory problems
- Confusion
- Does not “feel right”

Athletes who experience any of these signs or symptoms after a bump or blow to the head should be kept from play until given permission to return to play by a health care professional with experience in evaluating for concussion. Signs and symptoms of concussion can last from several minutes to days, weeks, months, or even longer in some cases.

Remember, you can't see a concussion and some athletes may not experience and/or report symptoms until hours or days after the injury. If you have any suspicion that your athlete has a concussion, you should keep the athlete out of the game or practice.

## PREVENTION AND PREPARATION

As a coach, you can play a key role in preventing concussions and responding to them properly when they occur. Here are some steps you can take to ensure the best outcome for your athletes and the team:

- **Educate athletes and parents about concussion.** Talk with athletes and their parents about the dangers and potential long-term consequences of concussion. For more information on long-term effects of concussion, view the following online video clip: [http://www.cdc.gov/ncipc/tbi/Coaches\\_Tool\\_Kit.htm#Video](http://www.cdc.gov/ncipc/tbi/Coaches_Tool_Kit.htm#Video). Explain your concerns about concussion and your expectations of safe play to athletes, parents, and assistant coaches. Pass out the concussion fact sheets for athletes and for parents at the beginning of the season and again if a concussion occurs.
- **Insist that safety comes first.**
  - Teach athletes safe playing techniques and encourage them to follow the rules of play.
  - Encourage athletes to practice good sportsmanship at all times.
  - Make sure athletes wear the right protective equipment for their activity (such as helmets, padding, shin guards, and eye and mouth guards). Protective equipment should fit properly, be well maintained, and be worn consistently and correctly.
  - Review the athlete fact sheet with your team to help them recognize the signs and symptoms of a concussion.

Check with your youth sports league or administrator about concussion policies. Concussion policy statements can be developed to include the league's commitment to safety, a brief description of concussion, and information on when athletes can safely return to play following a concussion (i.e., an athlete with known or suspected concussion should be kept from play until evaluated and given permission to return by a health care professional). Parents and athletes should sign the concussion policy statement at the beginning of the sports season.

- **Teach athletes and parents that it's not smart to play with a concussion.** Sometimes players and parents wrongly believe that it shows strength and courage to play injured. Discourage others from pressuring injured athletes to play. Don't let athletes persuade you that they're "just fine" after they have sustained any bump or blow to the head. Ask if players have ever had a concussion.
- **Prevent long-term problems.** A repeat concussion that occurs before the brain recovers from the first—usually within a short period of time (hours, days, or weeks)—can slow recovery or increase the likelihood of having long-term problems. In rare cases, repeat concussions can result in brain swelling, permanent brain damage, and even death. This more serious condition is called *second impact syndrome*.<sup>4,5</sup> Keep athletes with known or suspected concussion from play until they have been evaluated and given permission to return to play by a health care professional with experience in evaluating for concussion. Remind your athletes: "It's better to miss one game than the whole season."

## ACTION PLAN

### WHAT SHOULD A COACH DO WHEN A CONCUSSION IS SUSPECTED?

1. **Remove the athlete from play.** Look for the signs and symptoms of a concussion if your athlete has experienced a bump or blow to the head. Athletes who experience signs or symptoms of concussion should not be allowed to return to play. When in doubt, keep the athlete out of play.
2. **Ensure that the athlete is evaluated right away by an appropriate health care professional.** Do not try to judge the severity of the injury yourself. Health care professionals have a number of methods that they can use to assess the severity of concussions. As a coach, recording the following information can help health care professionals in assessing the athlete after the injury:

- Cause of the injury and force of the hit or blow to the head
  - Any loss of consciousness (passed out/knocked out) and if so, for how long
  - Any memory loss immediately following the injury
  - Any seizures immediately following the injury
  - Number of previous concussions (if any)
3. **Inform the athlete’s parents or guardians about the possible concussion and give them the fact sheet on concussion.** Make sure they know that the athlete should be seen by a health care professional experienced in evaluating for concussion.
  4. **Allow the athlete to return to play only with permission from a health care professional with experience in evaluating for concussion.** A repeat concussion that occurs before the brain recovers from the first can slow recovery or increase the likelihood of having long-term problems. Prevent common long-term problems and the rare second impact syndrome by delaying the athlete’s return to the activity until the player receives appropriate medical evaluation and approval for return to play.

***If you think your athlete has sustained a concussion...  
take him/her out of play, and  
seek the advice of a health care professional experienced in evaluating for concussion.***

For more information and to order additional materials **free-of-charge**, visit: [www.cdc.gov/ConcussionInYouthSports](http://www.cdc.gov/ConcussionInYouthSports)

For more detailed information on concussion and traumatic brain injury, visit: <http://www.cdc.gov/ncipc/tbi/TBI.htm>.

#### **REFERENCES**

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4. Institute of Medicine (US). *Is soccer bad for children’s heads? Summary of the IOM Workshop on Neuropsychological Consequences of Head Impact in Youth Soccer*. Washington (DC): National Academy Press; 2002.
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U.S DEPARTMENT OF HEALTH AND HUMAN SERVICES  
CENTERS FOR DISEASE CONTROL AND PREVENTION

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## YMCA Head Coach Volunteer Registration Form

The YMCA of the Greater Tri-Cities must have a copy of your license/Photo ID in order for you to be a volunteer coach.

Last	First	MI	Birth date
Home Address	City	Zip	Home #
Place of Employment	Work #	Cell #	
Email: communication regarding the season is done via email and it is important you include a working email.			

**Volunteer shirts:** Please mark the number of each size needed. The Y will provide up to 3 shirts for volunteer coaches & assistants.

Small	Medium	Large	Extra Large	2XL	3XL	4XL

### HB 1824, Zackery Lystedt Law: Managements of Concussion and Head injury

I have received and agree to read information regarding concussions and head injuries in youth sports. I also agree to view the video on Concussions for High School Coaches found at [http://www.cdc.gov/ncipc/tbi/Coaches\\_Tool\\_Kit.htm@Video](http://www.cdc.gov/ncipc/tbi/Coaches_Tool_Kit.htm@Video).

### Back ground checks are completed on all new coaches and every two years for returning coaches.

As a condition of volunteering, I give permission for The YMCA of the Greater Tri-Cities and its assigned agencies to conduct a background check on me, which may include a review of criminal records maintained by government agencies. I understand that my position is dependent upon receiving no inappropriate information on my background check. I am subject to suspension by the YMCA at any time in the event of inappropriate behavior as outlined in the Code of Conduct and Employee Handbook. The facts set forth in my application are true and complete. I understand that if engaged, false statements on this application will be considered sufficient cause for dismissal.

Except for minor traffic violations, have you ever been convicted of any violation of the law? Yes/No Yes If "Yes," please explain:

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

<b>Age Division:</b> <input type="checkbox"/> Ages 3-4 <input type="checkbox"/> Ages 5-6 <input type="checkbox"/> Ages 7-9	<b>Home Field</b> <input type="checkbox"/> Richland <input type="checkbox"/> Pasco <input type="checkbox"/> Kennewick
<b>Game Day:</b> <input type="checkbox"/> Tuesday <input type="checkbox"/> Thursday <input type="checkbox"/> Wednesday (Ages 7-9 only)	<b>T-shirt Color</b> (Please choose 2): The color you choose is not a guarantee. Color 1: _____ Color 2: _____

\*I understand that the YMCA will hold space for my players for 1 week from the time my roster is submitted and The YMCA will fill any available spots after 1 week of roster submission \_\_\_\_\_ Initial

Please notify your parents once your roster has been submitted. They do not have to wait for our member and community registration times

Child Name (Last, First)	Age	Phone #	Parent's Name	Paid
1. COACH'S CHILD				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				
11.				
12.				
13.				
14.				

**Additional Roster**

Sport:				
Child Name (Last, First)	Age	Phone #	Parent's Name	Paid
1. COACH'S CHILD				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				
11.				
12.				
13.				
14.				

**Additional Roster**

Sport:				
Child Name (Last, First)	Age	Phone #	Parent's Name	Shirt Size
1. COACH'S CHILD				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				
11.				
12.				
13.				
14.				