



FALL 2023

BASEBALL COACHING HANDBOOK



AJAAONLINE.ORG | 866 S. CO. RD. 625 E. AVON, IN 46123 | 317.839.5480


Photo Credit:  @jakerytlewski

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EXECUTIVE DIRECTOR MESSAGE



Justin Thompson

Avon Junior Athletic Association

Thank you to all the coaches, coordinators, commissioners and other volunteers that make baseball a wonderful experience for our youth! The difference you make and the impact you have is critical in the development of these young athletes. You are greatly appreciated!

Sincerely,

A handwritten signature in black ink, appearing to be 'JAT' followed by a horizontal line.

AJAA AT A GLANCE

1. History

AJAA has created childhood memories for youth athletes since 1963! The organization started as a baseball organization and has grown to offer our community 21 sports programs, making it the largest youth sports organization in Hendricks County. Our members and partners have grown to approximately 20% of the Avon community. Join us in celebrating 60 years of growth and we look forward to what the future holds for this amazing organization!

2. Mission

At the Avon Junior Athletic Association, there's a sport for everyone. AJAA provides outstanding opportunities for Avon community youth to develop physically while encouraging growth in teamwork, effort, sportsmanship, and character by offering diverse and high-quality athletic programming and instruction through a single organization.

Do
WHAT IS
Right,
NOT WHAT IS
Easy.

It's
ALL
about the
KIDS!

Put the
FUN
back in
FUNDAMENTALS!

MEET THE TEAM!



JUSTIN THOMPSON

EXECUTIVE DIRECTOR

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AMANDA MAXWELL

ADMINISTRATIVE ASSISTANT

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GEORGE MALLET

BASEBALL COMMISSIONER

baseball@ajaaonline.org

BASEBALL COMMITTEE

Assistant Commissioner: Eric Polgar
Tee Ball Division Coordinator: Randy Green
Rookies Division Coordinator: Justin Culp
AA Division Coordinator: George Mallett

AAA Division Coordinator: Danny Bridge
Majors Division Coordinator: Danny Bridge
Jrs./Srs. Division Coordinator: Dave Hodge
Fundraising Coordinator: Tiffany Green



CHAIN OF COMMUNICATION

AJAA serves over 3700 participants each year. In order to best serve all of our AJAA members (players, parents, coaches, and volunteers), please utilize the following chain of command for any questions or concerns.

01

Coach

Parents should first communicate directly with their child's coach.

02

League Coordinator

If a concern needs escalated, contact the player's League Coordinator.

03

League Commissioner

If the concern still needs escalated, please contact the appropriate League Commissioner.

04

AJAA Staff

If assistance is still needed, please contact AJAA Staff at admin@ajaaonline.org. We're here to help!

You may also reference the particular sport program page on www.ajaaonline.org, which will have a current list of Committee Members with corresponding contact information.

BASEBALL TIMELINE

June 19, 2023	Regular registration closes.
June 25, 2023	Coaches Meeting from 4pm–5pm at AJAA Fields.
June 26, 2023	Late registration closes.
June 27, 2023	6:00 pm: Rookies Division Evaluations on B&W Plumbing/HVAC Field 6:00pm: AAA & Majors Divisions Evaluations on AJAA Field *The Co-Ed Tee Ball Division will not have evaluations.*
June 28, 2023	6:00pm: AA Division Evaluations on AJAA Field 6:00pm: Jrs/Srs Division Evaluations on HRH Field *The Co-Ed Tee Ball Division will not have evaluations.*
July 24, 2023	Practices begin at AJAA Fields. AJAA Fall Baseball will be an internal league unless there aren't enough players signed up. If there aren't enough players per league, teams will play outside leagues and could travel to those leagues (local organizations).
August 6, 2023	Games begin.
September 3, 2023	Labor Day Weekend/No games held.
October 1, 2023	Championship Sunday/Baseball season tentative end date.
Nov. 1, 2023	AJAA will send out participant surveys via email, requesting feedback.

ATHLETIC SCHOLARSHIPS FOR KIDS



The power of sport is transformative. But what happens when financial obstacles become a barrier to participation? AJAA's ASK program was born out of the notion that everyone deserves the opportunity to engage in athletic activities. It exists to remove financial obstacles that would otherwise prevent individuals and teams from participating in the noble pursuit of sport.

Qualifications for a Scholarship

In order to qualify for a scholarship, applicants must have an award letter from Avon Community School Corporation for Free/Reduced Lunch, be under assistance from Family Promise of Hendricks County, be under assistance from Sheltering Wings, or present a hardship case that is short-term. Applicants must live in Washington Township.

Application Process

Applicants should send an email with the player's first & last name, the program they want to sign them up for (for example: Basketball, Cheer, Baseball), the season and the league (for example: 8U, 3rd/4th grade, etc.) to askajaa@ajaaonline.org.

Fundraising

AJAA dedicates up to 50% of all sponsorship dollars to the ASK Fund for recreational program offerings, holds an annual Special Event to raise program awareness, accepts donations that directly support this program, and applies for grants from corporate entities.

Recipients

Scholarship recipients are considered AJAA members and must adhere to all AJAA rules and policies, including paying the \$50 annual Family Fee. Violation of AJAA policies may result in the removal of players and families from the program, and may impact future eligibility.

Additional information can be found at ajaaonline.org.

BASEBALL LEAGUE RULES

League Goals

The goals of the AJAA Baseball League are:

- Involving every participant creating a positive experience
- Developing fundamental baseball skills
- Building player confidence
- Emphasizing player efforts
- Practicing good sportsmanship
- Having fun!!!

Code of Conduct

- Any abusive, obscene language, or unsportsmanlike conduct by coaches, players, spectators, or parents **WILL NOT** be tolerated.
- All coaches, players, umpires, spectators, and parents will treat each other with respect, and speak to each other accordingly.

Sportsmanship Expectations

- Coaches are not only responsible for their own conduct, but also for the conduct of their players and fans as well. All coaches are expected to set a positive example for their teams.
- Please take notice of the following sportsmanship expectations:
 - No abusive, profane, or obscene language will be tolerated by **ANYONE**
 - Anyone ridiculing or directing negative comments to any player, volunteer, or umpire will be asked to leave the field immediately.

League Set-up

- Little League International Affiliate.
- All Little League rules will be followed except the following Amendments, labeled as such. Further explanation of each league, with the Amendments, listed below.

BASEBALL DIVISION RULES

Tee Ball Division (4-5 years old Co-ed) EXPLANATION OF LEAGUE

- All 4-5-year-olds and first year 6-year-olds at parents' discretion
- USA Baseball certified bats only
- Use of Tee Ball throughout the game (provided by AJAA)
- Everyone rostered on a team will bat every inning
- No more than one base on a hit
- The last batter will run the bases
- NO OUT's and NO SCOREKEEPING
- Each Team will bat twice per game
- Pitchers Helpers must wear a helmet (their own) and heart guard (AJAA provided)
- For the first 3 games, all players hit off the tee
- After the first 3 games, Coach pitch for 5 pitches, if no hit, then hit off the tee
- All players will play defense, rotating throughout season
- No Catchers

Rookies Division (6-7 years old) EXPLANATION OF LEAGUE

- Use of real baseball
- USA Baseball certified bats only
- Coach pitch
- No umpires. Coaches will be umpires
- Pitchers Helpers must wear a heart guard (provided by AJAA)
- 5 inning games; no new inning after 1:15 and finish the inning
- Regular season games can end in a tie
- Must bat the entire lineup
- 5 run max per inning (all innings) or 3 outs
- Each batter will receive 7 pitches or 5 swings. If the last one is a foul, then the player will get another pitch.
- The coach must pitch OVERHAND from roughly 30 feet
- A batted ball that comes in contact with the pitching coach is a dead ball
- Only 4 players on the infield dirt (1st base, 2nd base, SS, 3rd base) plus catcher and pitcher's helper
- All other players have to be in the outfield grass
- No Bunts
- No Steals
- No advancing on overthrow to 1st base
- Ball into outfield, advance until ball is controlled in the infield
- All Players will play defense, rotating throughout the season
- Players will rotate between playing the infield and outfield throughout the game
- Use a catcher (standard catcher's gear provided by AJAA, personal protection provided by player)

BASEBALL DIVISION RULES

(CONTINUED)

AA Division (8 – 9 years old) EXPLANATION OF LEAGUE

- Coaches will provide game balls to umpire (distributed by AJAA at the beginning of the season)
- USA Baseball certified bats only
- No Dropped 3rd Strike
- No Infield Fly
- No Steals
- No Bunts
- Hit by Pitch, batter goes to 1st base
- No walks
 - If pitcher gets to 4 balls, coach comes in and finishes the at-bat
 - Coaches throw from 40 feet (6 feet in front of pitching rubber)
 - If while pitching, the coach is hit by a batted ball, it is treated as a “no pitch”
 - Players can strikeout (swinging and looking) from coach pitching
- Must bat entire lineup
- 10 defensive players allowed on the field (3 or 4 outfielders)
- Catcher must wear all protective gear (standard catcher’s gear provided by AJAA, personal protection provided by player)
- Must bat entire line-up
- Runners must stop once ball is controlled by the pitcher on the mound (not pitching rubber)
- If more than 9 on a team, a player must not sit for more than 3 consecutive defensive outs and everyone else on the team must sit for 3 outs before a player has to sit again
- Time limit will be 1 hr. 30 min. and finish the inning
- Regular season games can end in a tie
- 5 run max per inning (all innings).
- Daily Little League Pitching Guidelines
 - 8 years old – max 50 pitches a day
 - 9 years old – max 75 pitches a day
 - 10 years old – max 75 pitches a day

BASEBALL DIVISION RULES

(CONTINUED)

AAA Division (9-10 years old) EXPLANATION OF LEAGUE

- Coaches will provide game balls to umpire (Distributed by AJAA at beginning of the season)
- USA Baseball certified bats only
- No Dropped 3rd Strike
- No Infield Fly Rule
- Steals are allowed after ball crosses home plate
 - Can steal home on a passed ball
- 9 defensive players on the field
- Must bat entire line up
- If more than 9 on a team, a player must not sit for more than 3 consecutive defensive outs and everyone else on the team must sit for 3 outs before player can sit again
- 6 inning game, time limit will be no new inning after 1hr 45 min. and complete the inning
- Regular season games may end in a tie.
- 5 run max per inning except the 6th, 6th inning is unlimited
- Daily Little League Pitching Guidelines
 - 9 years old – max 75 pitches a day
 - 10 years old – max 75 pitches a day
 - 11 years old – max 85 pitches a day
- Standard Little League Pitching Rest Guidelines
 - 0-20 pitches = no Day Rest
 - 21-35 pitches = 1 Day Rest
 - 36-50 pitches = 2 Days Rest
 - 51-65 pitches = 3 Days Rest
 - 66+ pitches = 4 Days Rest

BASEBALL DIVISION RULES

(CONTINUED)

Majors Division (11-12 years old) EXPLANATION OF LEAGUE

- Little League International rules
- USA Baseball certified bats only
- Coaches will provide game balls to umpire (Distributed by AJAA at beginning of season)
- Drop 3rd Strike enforced
- Infield Fly Rule
- 9 defensive players on the field
- Must bat entire line up
- If more than 9 on a team a player must not sit for more than 3 consecutive defensive outs
- 6 inning games, time limit will be no new inning after 1hr 45min and complete the inning
- Regular season games may end in a tie.
- 5 run max per inning except the 6th. 6th inning is unlimited.
- Daily Little League Pitching Guidelines
 - 10 years old – max 75 pitches a day
 - 11 years old – max 85 pitches a day
 - 12 years old – max 85 pitches a day
- Standard Little League Pitching Rest Guidelines
 - 0-20 pitches = no Day Rest
 - 21-35 pitches = 1 Day Rest
 - 36-50 pitches = 2 Days Rest
 - 51-65 pitches = 3 Days Rest
 - 66+ pitches = 4 Days Rest

BASEBALL DIVISION RULES

(CONTINUED)

Jr/Sr Division (13-16 years old) EXPLANATION OF LEAGUE

- Coaches will provide game balls to umpires (Distributed by AJAA at beginning of season)
- Drop 3rd Strike enforced
- Infield Fly
- Lead-offs, pick-offs and steals are allowed at anytime
 - Balks will get one warning before runner(s) advance to the next base
 - One warning per pitcher
- USA Baseball & BBCOR bats approved
- 9 defensive players on the field
- Must bat entire line up
- If more than 9 on a team, a player must not sit for more than 6 consecutive defensive outs
- 6 inning game, time limit will be no new inning after 1 hr. 45 min. and complete the inning
- Regular season games may end in a tie.
- 5 run max per inning except the 6th. 6th inning is unlimited.
- Daily Little League Pitching Guidelines
 - 13 years old – max 95 pitches a day
 - 14 years old – max 95 pitches a day
 - 15 years old – max 95 pitches a day
 - 16 years old – max 95 pitches a day
- Standard Little League Pitching Rest Guidelines
 - 0-20 pitches = no Day Rest
 - 21-35 pitches = 1 Day Rest
 - 36-50 pitches = 2 Days Rest
 - 51-65 pitches = 3 Days Rest
 - 66+ pitches = 4 Days Rest
- 15- & 16-year-old Little League Pitching Rest Guidelines
 - 1-30 pitches = no Day Rest
 - 31-45 pitches = 1 Day Rest
 - 46-60 pitches = 2 Days Rest
 - 61-75 pitches = 3 Days Rest
 - 76+ pitches = 4 Days Rest

ATHLETIC CODE OF CONDUCT

AJAA Mission: To provide high quality athletic programming and instruction for youth athletes to develop physically and mentally by encouraging growth in teamwork, effort, skill, sportsmanship, and character.

This AJAA Athletic Code of Conduct has been prepared as a guide to the expectations of AJAA. This policy applies to all parties involved or present at AJAA events, regardless of their role or affiliation. The Code of Conduct is to be read and understood by all coaches, assistant coaches, managers, players, and parents.

The Avon Junior Athletic Association supports youth sport activity that is governed by a strong sense of individual and team sportsmanship. Value and emphasis on sportsmanship, character building, and positive conduct are a requirement of our athletic participants. Persons unwilling to abide by this code should reconsider their involvement in AJAA activities.

Principles and Expectations:

- AJAA believes in the principles of fair play, ethical behavior, and the right of every individual to fully enjoy sport without undue interference from others.
- AJAA recognizes competitive sport activities are a source of strong feelings which may lead to misunderstandings, disagreements, and other related conflicts.
- AJAA believes that every participant has a requirement to respect the right of competitors to hold conflicting points of view or opinions.
- AJAA expects its coaches, players, referees, families, and spectators to deal with conflicts in a positive and respectful manner, with focus on good sportsmanship.
- AJAA expects its coaches, players, referees, families, and spectators to cooperate in promoting the enjoyment of sports over the victory of any game, to the greatest extent possible for the development of the player.
- AJAA expects adherence to both the spirit and the letter of its rules of the Game. Illegal, unfair, rowdy, violent, dangerous, and unsportsmanlike behavior will not be tolerated, whether on the field of play, over social media, or any place away from the playing area.
- AJAA expects all participants to show respect for players and opponents, regardless of their skill.
- AJAA expects most activities to involve children from a very young age. Children are influenced by the behavior of adults, so adult participants will be held to the very highest standards of conduct.
- AJAA discourages demonstrations and protests which may disrupt or disturb other members or delay the start of organized play.
- AJAA will not permit any player or volunteer registered for a program to play with pending or previous criminal charges. Releasing a player during a program season due to pending charges will forfeit any refunds.

ATHLETIC CODE OF CONDUCT (CONTINUED)

Unacceptable Conduct (Not All-Inclusive):

- **Vulgarity by coaches, players, or spectators**
- **Harassment of referees, coaches, and/or spectators (Verbal or Physical)**
- **Verbal or physical Assault/Violence or Threat of Violence**
 - **Physical assault is defined as the initiation of any physical contact.**
- **Consumption of alcohol, tobacco, or use of illegal drugs at AJAA or any facility used to host AJAA activities.**
- **Obscene gestures**
 - **Gestures may include or indicate the threat of physical violence (e.g. Punching gesture; neck slit gesture)**
- **Angry tone of voice with elevated volume.**
 - **May include continued yelling or raised voice towards coach, player, parent, or umpire.**
- **Negative coaching style**
 - **Intentionally or repeatedly ignoring AJAA rules**
 - **Sacrificing player development for victory**
- **Any type of bullying behavior**
 - **Examples of bullying include:**
 - **Physical- hitting, pushing, punching, biting, striking, kicking, spitting, slapping, and/or throwing objects.**
 - **Verbal- ridiculing, taunting, name calling, intimidating, or threatening to cause someone harm.**
 - **Social- Use of rumors or false statements about someone to diminish their reputation; using electronic communications or other social media platform technology to harass, frighten, intimidate, or humiliate someone.**
 - **Sexual- ridiculing or taunting based on gender or sexual orientation (real or perceived), gender traits or behavior, or teasing someone about their looks.**

Code of Conduct Violation:

1st Offense: 1st offenses may be subject to a verbal and/or written reminder of expectations and agreement related to the Code of Conduct.

2nd Offense: 2nd offenses may be subject to a written warning of violation to the Code of Conduct and resolution plan put in place to avoid future incidents.

3rd Offense: 3rd offense may be subject to removal of AJAA sports programs for a one calendar year period.

4th Offense: 4th Offenses may be subject to permanent removal of all AJAA sporting events and activities.

ATHLETIC CODE OF CONDUCT (CONTINUED)

Please Note: Any violation may be subject to escalation and omission of violation resolution steps depending on review of reporting, witnesses, and severity of the offense. This is up to the discretion of AJAA leadership.

I do hereby affirm and acknowledge that I have been fully informed of the AJAA Athletic Code of Conduct associated with Avon Junior Athletic Association ("AJAA") and agree to abide by all policy obligations and requirements.

Signed: _____

Print Name: _____

Date: _____

SAFE PLAY POLICY

AJAA desires safe play for all athletes on and off the field. Below, you will find a list of protocols concerning injury and illness. It is the parent's/guardian's responsibility to adhere to these guidelines to keep his or her player, and the player's family safe.

Illness

- If your player is showing any symptoms of illness, they should be excluded from play and stay home.
- If someone in your household is sick, it is best that you do not send your player to practice or games if the ill person is contagious.
- If anyone in your household has been diagnosed with a communicable disease, you should contact the Hendricks County Health Department on guidance for quarantine.
- Any communicable illness, such as COVID-19, that is diagnosed in an AJAA household should be reported to the AJAA office for keeping records and possible contact tracing.
- Any player suspected of being symptomatic without a report may be subject to removal for the season.
- Any communicable illness, such as COVID-19 that has not been reported to the AJAA office that is subject to contact tracing may be considered grounds for removal for the season.
- Player roster information may be shared with Hendricks County Health Department, upon request, for contact tracing.
- Parents should communicate with the head coach of the player's team, as well as the AJAA office if there are reasons listed above for exclusion from play.
- If a player is symptomatic during a season, they must self-quarantine based on Health Department guidelines or produce a negative test result prior to return to play.

Injuries

- Injuries should be reported to the head coach immediately, as well as the AJAA office.
- A player who suffers an injury will need a full medical release before returning to play.
- Any release containing limitations on practice or play must be followed by a full release to eliminate the restrictions laid out in the original release.
- In the event of a head injury, it is preferred that a sports medicine doctor with specialty in head injuries treat the player to reduce the risk of re-injury.
- All releases are subject to review and verification by the AJAA office.
- Players participating in collision sports must sign a waiver for treatment, and a consent to treat form by athletic trainers with our partners at Hendricks Regional Health.
- Any physical limitations or pre-existing conditions should be reported to the head coach and the AJAA office.
- Certain limitations may prevent players from participating in programming without express written consent from a physician.
- If players have allergies to environmental risks that require emergency therapeutics, the player or parent are required to bring the therapeutics to practice and games (Including, but not limited to: rescue inhaler, EpiPen, etc.).



SOCIAL MEDIA POLICY

POLICY

This policy provides guidelines for Employees, members of the Board of Directors, Commissioners, Coordinators, Coaches, Parents, Players, Members, Volunteers & Contractors ("AJAA Employees and Volunteers") use of social media, which should be broadly understood for purposes of this policy to include blogs, wikis, microblogs, message boards, chat rooms, electronic newsletters, online forums, social networking sites, and other sites and services that permit users to share information with others in a contemporaneous manner.

PROCEDURE

The following principles apply to professional and personal use of social media on behalf of AJAA or when referencing AJAA.

- Employees, members of the Board of Directors, Commissioners, Coordinators, Coaches, Parents, Players, Members & Contractors ("AJAA Employees and Volunteers") need to know and must adhere to the AJAA Code of Conduct, Employee Handbook, and other company policies when using social media in reference to AJAA as a condition of their involvement with AJAA.
- AJAA Employees and Volunteers should be aware of the effect their actions may have on their images, as well as AJAA's image. The information that employees post or publish is public information forever.
- AJAA Employees and Volunteers should be aware that AJAA may observe content and information made available through social media. AJAA Employees and Volunteers should use their best judgment in posting material that is neither inappropriate nor harmful to AJAA, its employees, its volunteers, or its members as that term is defined in the Bylaws as adopted April 22, 2016.
- Although not an exclusive list, some specific examples of prohibited social media conduct include posting commentary, content, or images that are defamatory, pornographic, proprietary, harassing, libelous, material that can create a hostile work environment, or which may be characterized as a personal attack on employees, volunteers or members.
- AJAA Employees and Volunteers are not to publish, post or release any information that is considered confidential or not public. If there are questions about what is considered confidential, AJAA Employees and Volunteers should check with the AJAA Executive Director
- Social media networks, blogs and other types of online content sometimes generate press and media attention or legal questions. AJAA Employees and Volunteers should refer these inquiries to authorized AJAA spokespersons, such as the Executive Director or the President of the Board of Directors, or another member of the Board of Directors, if he/she is unavailable.
- If AJAA Employees and Volunteers find or encounter a situation while using social media that threatens to become antagonistic, employees should disengage from the dialogue in a polite manner and seek the advice of the Executive Director or member of the Board of Directors.
- AJAA Employees and Volunteers should get appropriate permission before they refer to or post images of current or former employees, members, vendors, suppliers, volunteers, and the like. Additionally, AJAA Employees and Volunteers should get appropriate permission to use a third party's copyrights, copyrighted material, trademarks, service marks or other intellectual property.

SOCIAL MEDIA **POLICY** (CONTINUED)

- If AJAA Employees and Volunteers publish content after-hours that involves work or subjects associated with AJAA, a disclaimer should be used, such as this: "The postings on this site are my own and may not represent AJAA's positions, strategies or opinions."
- It is highly recommended that AJAA Employees and Volunteers keep AJAA related social media accounts separate from personal accounts.
- AJAA Employees and Volunteers may not advertise for fundraisers or other AJAA related events unless the fundraiser or event has been approved by the Executive Director and is in compliance with the AJAA Travel and All-Star Financial Policy.
- Any and all websites and other web content, brand names and intellectual property belonging to AJAA, whether on AJAA's individual website, its main Facebook page, or any page it manages, including but not limited to Avon Youth Basketball Club, Avon Youth Baseball Club, Avon Jr. Orioles Football Club, Avon Softball Club, etc. shall remain the sole property of and under the sole direction and management of AJAA. Employees and Volunteers who are granted access to provide content do not, under any circumstances, receive any ownership interest in said content or ownership of AJAA managed pages.
- All AJAA associated individual pages are the property of AJAA. Admin rights will be given to AJAA staff and social media management team. All approved commissioners, coaches and volunteers will be granted access at an editor level.

The AJAA Board of Directors and Staff shall have the authority to monitor and enforce this Social Media Policy. The AJAA Board of Directors, Staff, and any individual appointed by the Board of Directors, shall have the authority to remove any inappropriate or offensive comments from official AJAA sites and to block any individual or organization from posting on any official AJAA social media platform if they determine, in their sole discretion, that such removal or block is in the best interests of AJAA.

The failure of any AJAA Member to adhere to this Social Media Policy shall be considered a violation of the AJAA Code of Conduct, and any AJAA Member who fails to adhere to this Social Media Policy shall be subject to disciplinary action, up to and including termination of such individual's involvement in AJAA, in accordance with the AJAA Disciplinary Procedures.

I agree to comply with the terms of the AJAA Social Media Policy and understand that my participation in AJAA is conditioned thereon.

Dated: _____

Signed: _____

Title: _____



COACHES CODE OF CONDUCT

- Coaches have the knowledge and preparation to lead their teams.
- Coaches are to conform to the spirit and intent of applicable rules at all times.
- Coaches are responsible for their own conduct as well as the conduct of their assistant coaches, players and spectators.
- Coaches are responsible to ensure that the health, well-being and development of athletes take precedence over the win/loss record.
- Coaches accept that they do serve as role models and there must be congruency between their actions and words.
- Coaches provide a physically and emotionally safe environment for practices and competition.
- Coaches exemplify honesty, integrity, fair play, and sportsmanship regardless of the impact that might have upon the outcome of the competition.
- Coaches maintain a professional demeanor in their relationships with athletes, officials, colleagues, administrators and the public and treat them with respect and dignity.
- Coaches maintain confidentiality when appropriate and avoid situations that would potentially create a conflict of interest or exploit the athlete.
- Coaches are committed to the education of their athletes and should encourage academic achievement.
- Coaches are committed to the safety and well-being of each athlete.
- Coaches discourage the use of performance enhancing substances and dietary Supplements.
- Coaches prohibit the use of any illegal or recreational drugs.
- Coaches follow current safe training and conditioning techniques.
- Coaches exhibit sound injury and risk management practices.
- Coaches demonstrate an understanding of growth and developmental stages of their Athletes.
- Coaches place the athlete's needs and interests before their own.
- Coaches remember that competition should be healthy and enjoyable for all.

Coaches Code of Conduct Form

I understand that I represent not only my team, but also Avon Junior Athletic Association (AJAA).

I will conduct myself according to the standards presented in the AJAA code of conduct.

I understand that the other coaches, players, parents and AJAA will hold me accountable for the actions and behavior of myself, as well as my players, parents, and assistants. I acknowledge that I am held accountable to the AJAA code of conduct, that failure to abide by the AJAA code of conduct could result in disciplinary actions.



PARENT/PLAYER CODE OF CONDUCT

Parents and players are expected to conduct themselves according to the highest standards of social and ethical behavior.

By agreeing to participate, I acknowledge that I will:

1. Encourage and participate in fair play
2. Cheer in a positive manner for all participants
3. Avoid negative or harsh criticism of any player or team performance
4. Show respect for all players, coaches and referees
5. Display good sportsmanship at all times
6. Abstain from criticizing opponents
7. Contribute to a positive environment where kids can play, learn and have fun

I understand that I represent not only my team but AJAA. I will conduct myself according to the standards presented in the AJAA code of conduct. I understand that the coach, other players, parents and AJAA will hold me accountable for my actions and behavior. I acknowledge that I am held accountable to the AJAA code of conduct, that failure to abide by the AJAA code of conduct could result in disciplinary actions.

EMERGENCIES

Emergencies Requiring First Aid: How to Respond

During sporting events, the coaching staff is responsible for administering first aid to any ill or injured AJAA athlete, unless an AJAA affiliated athletic trainer is present. If an AJAA affiliated athletic trainer is present, they will assume responsibility for care and for all return to play decisions. The coach must follow the training protocols they have been instructed on.

The first responder to the situation needs to be the highest certified and trained person on site where the injury occurs. The first responder will most often be the specific team Head Coach, although other personnel may fill this role if their certification and training is greater than that of the Head Coach (i.e. if the bystander is a Certified Nurse, Emergency Medical Technician, Doctor). It is vital that first responders keep the environment calm so that athletes don't panic. Coaches should also make sure they complete all the steps on the First Aid Checklist below. By following this procedure, coaches allow medical personnel to easily respond to the scene and help care for the athlete.

First Aid Checklist

- 1. Check the surroundings for safety hazards and stop all activity near the emergency**
- 2. Check the injured athlete's injury and determine a plan of action**
- 3. Do not move the athlete if there is a possibility of head or neck injury or if the athlete is unconscious.**
- 4. Have someone contact a parent/guardian. Some cases may also require 911 to be contacted. Coaches should use their training to properly judge the severity of the situation.**
- 5. If EMS responders determine that the athlete is in an emergency, a coach can transport the injured athlete.**

Emergency Phone Number: Mike Clark, AJAA Facilities Director | (317)460-6453

Please utilize this number only in the case of an emergency.

Incident Reports

In the case of any incident requiring first aid, an incident form must be completed within 24 hours. This incident form is available on the AJAA website and included in your coaching handbook. Incident reports need to be completed by a person who witnesses the situation unfold and not by someone who arrived after the incident occurred. If no witness is available to provide a detailed account of the situation, then AJAA will allow the individual who experienced the situation to complete the incident report and will allow a time extension on a case-by-case basis.



INCIDENT REPORTING PROCEDURE

AJAA's Incident Report Form is used to properly record any incident that occurs when utilizing the AJAA property, during games/practices, and/or any other reporting that should be noted to the organization's administration. It is extremely important to report any and all incidents, so that proper documentation and details may be recorded promptly. This is helpful to report accidents to our insurance carrier for liability purposes, to accurately document any incidents with all witness details, to watch for any future occurrences, and to know when management needs to help facilitate an issue, etc.

Examples of when to use this form:

- When a player is injured during practice or games
- When an altercation happens between players, parents, coaches, umpires, or any event that should be documented for witness purposes.

Please know that all documentation is extremely important to ensure that all details can be recorded accurately and helps for our leadership to continue to be in the know during all activities.

Upon completion of the form, please immediately take to the AJAA office or email admin@ajaaonline.org.

Avon Junior Athletic Association Incident Reporting Form



IDENTIFICATION INFORMATION	
Name :	
Date of Hire:	
Address :	
Date of Birth :	
Telephone :	
Name of Physician :	
Name of Hospital, if hospitalized :	

INCIDENT REPORTING INFORMATION	
Date of Incident:	
Location:	
Time:	
Type of Incident:	
Equipment Involved:	
Event or Task:	
If Injured, what injury:	
Part of Body Affected:	

Avon Junior Athletic Association Incident Reporting Form



MACHINERY/EQUIPMENT INVOLVED (IF APPLICABLE)	
Manufacturer :	
Equipment Age :	
Serial Number :	
Model :	
Any Modification to Equipment :	
Machine Guarding in Place :	

REPORTING MEMBER STATEMENT	
Description of Accident/Incident: Include Factors that Led to Incident: Include Any Equipment Involved:	

Avon Junior Athletic Association Incident Reporting Form



WITNESS STATEMENT, IF APPLICABLE

Witness
Description of
Accident/Incident:

Include Factors
that Led to
Incident:

Include Any
Equipment
Involved:

AJAA EMPLOYER REVIEW AND STATEMENT

AJAA Description
of
Accident/Incident:

Include Factors
that Led to
Incident:

Include Any
Equipment
Involved:

Avon Junior Athletic Association Incident Reporting Form



For any additional documentation, photos, or statements, please attach separately to this form or utilize the space below.

Reporting Signature and Date : _____

Witness Signature and Date : _____

Employer Signature and Date : _____



COACHING RESOURCES

CATCHER PROGRESSIONS \ DRILLS

This progression is to be done before catchers begin catching for the day. The intent is to get players focused on receiving before starting to work with pitchers in the pen.

Part 1: Primary stance receiving drills (NO GLOVES). Partner on knee giving good feeds.

20-45 seconds per

Straight up - Pitch right down middle beat to the spot and stick it

Low pitch - Thumb under work to bring pitch up

Gloveside - Slight sway in ankles (not much movement); try to work to get nose behind baseball and get it in center of our body.

Outside - Slight sway (not much movement); working to get nose behind ball - get it in center of our body

Part 2: Primary stance receiving drills (WITH GLOVES). Partner on knee giving good feeds

Straight-up: Pitch right down middle; beat to the spot and stick it

Low Pitch: Thumb under; work to bring pitch up

Gloveside - Slight sway in ankles (not much movement); try to work to get nose behind baseball and get it in center of our body

Outside - Slight sway (not much movement); working to get nose behind ball - get it in center of our body

Part 3: Secondary stance (WITH GLOVE) - Partner is up giving a hard toss to their partner so they have to work

Straight up - Pitch right down middle; beat to the spot and stick it

Low Pitch - Thumb under; work to bring pitch up

Gloveside - Slight sway in ankles (not much movement); try to work to get nose behind baseball and get it

THROWING WORK

When performing drills, working on footwork is the most important aspect. Be sure you are getting your momentum going in the direction of your target. You never want your body moving to the left or right. When first beginning any drill, start by working the feet and learning the technique. No drill is beneficial if it is not done properly. Once you are comfortable and have the mechanics down, slowly build up the speed until game speed is reached.

- **Transfer One Knee Throws** – This puts emphasis on the upper body. Receive the ball close to body. Catcher performs transfer in straight line back to his throwing position.
- **Receive or Throw** – Coach throws the ball and catcher receives the ball properly until coach calls runner. When runner is called, catcher performs footwork to whichever base.

When it comes to strengthening your arm, long toss is the best for that. This is a combination of long toss and working on your throwing mechanics. This circuit will break down the transfer and the footwork for throwing the baseball. By the end, you will conclude with a solid long toss. When long tossing, throw the ball as far as you can on a line. It is okay to bounce the ball; don't worry about getting it to your partner in the air. On a non-long tossing day, remove steps 7 and 8, or shorten the distance.

Throwing Circuit (Throwing Progression):

- **Squared up, Hand up – Exchange** | 10–15 feet, 1 – 2 minutes
- **Power position, Hands in Front – Weight** | 15–20 feet, 1 – 2 minutes
- **Half Stance – Exchange and Feet** | 15–20 feet, 1 – 2 minutes
- **Full Stance – Exchange and Feet** | 25–35 feet, 1 – 2 minutes
- **Blocking Position – Two Hand Recover** | 35–45 feet, 1 minute
- **2 Shuffle Throw** | 55–90 feet, 1 – 2 minutes
- **90 Feet to Max Long Toss** | 90 feet to Max Fully Loose
- **Full Stance Throws to 2nd** | 110 – 140 feet, 5 – 10 throws
- **Exchange to Throw** | 90 – 30 Feet, 2 minutes

BLOCKING

In regards to blocking, there are two characteristics that make up a strong blocking catcher: confidence and anticipation. Both of these characteristics reflect the mental side of catching. You must be confident in your ability to block. Yes, the proper mechanics are important, but having the confidence to do it is even more important. The second is anticipation. As a catcher, you must anticipate the pitch being in the dirt. Taking it a step further, you must know what type of movement will be on the pitch. This tells you how it will react when the ball hits the dirt. When blocking, breaking balls off—set your stance to 60/40. This will help anticipate for a ball in the dirt. You want to have 60% of your weight on the leg opposite the ball. For example, a right hander with a good slider is on the hill. Now, put more weight on your left leg so it is easier to push off to block a wild pitch. By working with these drills, it will help build your confidence and teach you how to anticipate the baseball.

- **Ball Line-up:** Balls will be lined up on a line and each one simulates a ball to either the right of the catcher, or the left.
- **Dry Blocks:** Either 5 ball or 3 ball lined up across the plate and work each spot.
- **Reaction Drill:** With partners, one guy goes one way and partner goes the other (only work side-to-side)
- **Mirror Drill:** With partners, one guy goes one way, and the partner follows. Can use left side, right side, off speed, fast ball block position
- **Sit and Get Hit:** Catcher gets in blocking position. Coach one hops the ball as the catcher tracks the ball with their eyes
- **Sit and Get Hit with Recover:** Same as Sit and Get Hit, except the catcher will recover the baseball. The catcher must take the proper angle to the ball.
- **Halfway Blocks:** Start with the glove down, progress to block, keep ball centered.
- **Short Angled Block:** Angle body as in angled receiving. This emphasizes getting around balls laterally.
- **Roll-outs:** Catcher initiates movement with glove. The direction presented either left or right is the direction to throw the ball. After two sets, coach determines right or left.
- **Offset Stance Breaking Ball Block:** Helps improve anticipation and lateral movements. Get in offset stance and adjust to thrown curve balls and sliders.
- **Double/Triple Blocks:** Start in stance. Block first ball, then stay in blocking position and block the following balls.
- **Block or Receive:** Coach will throw the ball either as a strike or ball in the dirt. Knees can never touch the ground. Coach must throw from minimum of 45 feet.
- **Block and Recover:** Block the ball, and then quickly get on your feet and recover the baseball.
- **Half Moon:** Catcher pick up a point by keeping the ball in the half moon around the plate.
- ***Rapid Fire:** Balls thrown continuously. Keep track of how many in a row the catcher can block successfully. Quickness is more important than technique.