



FALL 2023

CHEERLEADING COACHING HANDBOOK



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

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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 cheerleading 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!



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CHEER COMMISSIONER

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CHEER COMMITTEE

KG – 2nd Grade Coordinator: Ashley Moore
jamoore0502@gmail.com

Fundraising Coordinator: Cassie Rumple
c.rumple@yahoo.com

3rd – 6th Grade Coordinator: Tabby Gregory
tabby.gregory11@gmail.com



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.

CHEERLEADING TIMELINE

May 16 & May 31, 2023	Uniform Fittings from 6–7pm at Cedar Elementary School Cafeteria. Cheerleaders must attend one fitting unless they already have a uniform that fits from a previous year. Parent Meeting will be held on May 16 from 6–7pm during the uniform fitting.
May 31, 2023	Fall Cheer registration closes.
June 23, 2023	Coaches Camp from 6:00pm–7:30pm at Cedar Elementary.
June 26, 2023	Cheer Camp from 6:00pm–8:00pm at Cedar Elementary.
July 10, 2023	Practices begin! They are tentatively scheduled for Mondays from 6:00pm–7:00pm at Cedar Elementary.
July 13 AND July 21, 2023	Stunt Clinics are mandatory for 3rd–6th graders and will be held from 6:00pm–7:00pm at Cedar Elementary.
August 5, 2023	Fall Rec. Tackle Football and Junior Orioles games begin.
September 30, 2023	Fall Rec. Tackle Football season tentative end date.
October 31, 2023	Junior Orioles Football 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.

CHEERLEADING RULES

AJAA Cheerleading Rules

- No jewelry should be worn during practice or on game days. Small stud earring are permitted, but not during stunting.
- Nails must be cut short if stunting (No Fake Nails)
- Attendance: Any cheerleader that will be absent from a game or practice **MUST** notify the coach via email/phone/GameChanger app.
 - Please make every effort for your cheerleader to be present, as it's very important for the entire squad.
- Hair must be out of the face for safety.
- Cheerleaders should arrive to practice dressed properly in athletic shorts (no jean or khaki shorts), tanks/shirts, and tennis shoes. They should also bring a water bottle.
- Cheerleaders should arrive to games in full uniform (uniform, white shoes, and poms).
- Cheerleaders should arrive to games 15 mins. in advance for proper warm-up.
- Cheerleaders must arrive to all events with great sportsmanship and attitude, ready to work/perform.
- All stunting must comply with USA Cheer guidelines. It is important that all cheerleaders attend stunt clinics to build proper strength for safe stunting.
 - Grades KG-2nd are not permitted to stunt.
 - Grades 3rd-4th are not able to stunt above thigh level.
 - Grades 5th-6th are not able to stunt above shoulder level.
- Cheerleaders must cheer in designated boxes painted on the sidelines of the grass field on game days.
- All cheerleaders should pay attention to the coach when facing the fans, and if facing the field, should pay attention to game play to learn game cheering.'
- All cheerleaders, along with their parents/guardians should abide by the Chain of Communication in place at all times. All communication should go through your cheerleader's coach. The next chain is the League Coordinator, with the Commissioner being the next. This includes any complaints, issues, questions, etc.

CHEERLEADING RULES (CONTINUED)



USA Cheer Youth Rec Sideline Rules

The following rules are encouraged to be adopted by organizations to be used while cheering on the sidelines during youth rec league games. These guidelines do not apply when performing competition-style routines, which should follow the direct association or hosting competition's rules. The intent of these rules is to provide an easy to understand set of rules for the game environment.

General Rules for all levels:

- Follow all direct governing association rules regarding age levels, concussion management, heat illness, etc.
- All skills legal for sideline cheering can be performed on artificial/live grass, rubberized track, indoor basketball court or a matted surface. No skills are allowed on asphalt, concrete or any other similar surface.
- Uniforms must be appropriate for youth rec cheerleading. When standing at attention, apparel must cover the midriff.
- Fingernails, including artificial nails, must be kept short, near the end of the fingers.
- Hair must be worn in a manner that is appropriate for the activity involved. Hair devices and accessories must be secure. In general, hair should be pulled back away from the face and secured.
- Supports, braces, soft casts, etc., that are unaltered from the manufacturer's original design/production do not require any additional padding. Supports/braces that have been altered from the manufacturer's original design/production must be padded with a closed-cell, slow-recovery foam padding no less than one-half-inch thick if the participant is involved in partner stunts, pyramids or tosses. A participant wearing a plaster cast or a walking boot must not be involved in partner stunts, pyramids, tosses, jumps or tumbling.
- Jewelry of any kind is prohibited except for the following: A religious medal without a chain is allowed but must be taped and worn under the uniform. A medical-alert medal must be taped and may be visible.
- Use of mini-tramps, springboards, spring-assisted floors or any height-increasing apparatus is not permitted for use at any time other than practices under the direct supervision of someone trained in their use.
- Participants must not chew gum or have candy in their mouths during practice or performance.
- Cheerleaders must remain outside of the playing area during a 30-second or less time-out during a basketball game.
- The only props allowed to be used are megaphones, poms, signs and flags. The only props allowed to be used while in stunts or pyramids are poms or signs in use by the top person only. A top can hand a sign to a base or spotter with the intent of immediately releasing it to the ground as long as the top is not extended.
- Participants must not stunt or tumble when the ball is in play, including during free throws in basketball.
- Participants are not allowed to be in the area directly beneath and behind the basketball goal called the "free throw lane extended."

Definitions (photos will be available online at usacheer.org):

Base: A person in direct weight-bearing contact with the performing surface who provides primary support for another person.

Cradle: A dismount from a partner stunt, pyramid or toss in which the catch is completed below shoulder level height by a base or bases with the top person in a face-up open-pike position.

Dismount: Ending a stunt by releasing a top person to the performing surface or a cradle position.

Extension: An extended stunt in which the top has both feet in the hands of a base(s).

Hitch Body Position: A single-leg stunt where the leg not providing support is in a liberty type position and that hip is open.

Inverted Position: Shoulders are below the waist.

Liberty: A multi-based, single-leg stunt where the leg not providing support is pulled to approximately a 90-degree angle with the hips of the athlete performing the skill, including the hitch variation.

Loading position: A skill/stunt with one or two feet in the hands below prep level.

Spotter: A person in direct, weight-bearing contact with the performing surface whose primary function is to protect a top person's head, neck and shoulders. Spotters should be qualified to help minimize an injury by assisting a top person. A spotter may be a qualified team member or a coach if necessary.

Toss: A release stunt in which the base(s) begin underneath the top person's foot/feet and execute a throwing motion from below shoulder level to increase the height of the top person. The top person becomes free from all bases, spotters, posts or braces.

SCAN THE QR CODE
WITH YOUR SMART
PHONE'S CAMERA
AND GO DIRECTLY
TO THESE RULES!



Rules Grid

Skills not specifically allowed in the rules grid are prohibited. Skills from any lower level are allowed at the higher level.

Category	Level 1 (10 and under*)	Level 2 (14 and under*)	Level 3 (18 and under*)
Jumps	All jumps and jump combinations allowed.	All jumps and connections to tumbling allowed.	All jumps and connections to tumbling allowed.
Tumbling	Forward and backward rolls Forward and backward walkovers Roundoffs Cartwheels (series cartwheels allowed)	Non-twisting standing handsprings and standing back tucks allowed. No series or connected airborne tumbling and no twisting airborne skills.	Series tumbling allowed. No twisting airborne skills.
Stunts	No inversions (the head can never be below the hips). No release stunt transitions other than a reload from a cradle position. A spotter is required for all stunts. No spinning/twisting. Allow all skills prep level and below. A standing stunt at prep level must be double based and standing on both feet.	No inversions (the head can never be below the hips). No release stunt transitions other than a reload from a cradle position. A spotter is required for all stunts. Half twist loading allowed. Full twist to a loading position allowed. Double base extensions allowed. Liberties and liberty hitches at prep level allowed.	No inversions (the head can never be below the hips). No release stunt transitions other than a reload from a cradle position. A spotter is required for all prep-level and above stunts. Full twist from a loading position to double base prep and double base extension allowed. Extended Liberty/Hitch allowed. Single base extensions allowed.
Dismounts	No spinning/twisting No released dismounts (bump down, regrab hands, use a post and pop down, etc.)	Non-twisting cradles and pop downs allowed.	Full-twisting cradles and non-twisting pop downs allowed.
Pyramids	Follow stunt rules.	Follow stunt rules.	Follow stunt rules. If two connected stunts are extended, the connection must be hand to hand/arm. Twisting while connected is not allowed.
Baskets	Not allowed.	Not allowed.	Pencil/Timer and Toe Touch only. No twists.

* USA Cheer recognizes that there are different age brackets for each organization based on what works best for their teams. The age recommendations provided for Levels 1, 2, and 3 are recommendations and can be modified to best fit an organization. All athletes on a team are subject to the rules for that level, regardless of age. For example, a 10-year-old on a "14 and under" team may perform back handsprings. Regardless of the upper age in the group, coaches should always be mindful of the ability, maturity, and preparedness level of each individual and what skills they are performing.

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:	
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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

CHEERS



***Porkchop, porkchop (K-2)**

***Cookie Monster (K-2)**

***Black & Gold**

***Here we go Avon, here we go/We believe Avon, we believe**

***Orioles lets rock it**

***Defense, defense**

We want the ball

We want the ball

Hey

***Boom Dynamite**

***Offense, offense**

Go, Go

***Defense, defense Go, Go**

***Who rocks the house**

***D, D, D Defense**

***H-U-S-T-L-E hustle "raiders" hustle**

Kick off cheer - (at whistle) Go (pat) "Avon" (kick)

CHEERS

NEW CHANTS

Go, go (x x)

G-O, G-O (half T, half T)

Go, go (x x) Lets go (R punch, L lunge)

Go (Triangle above head)

Fight (T)

Win (lower triangle)

Yell it (Half triangle)

(Roll off) Go, fight, win (Right L)

F-I-G-H-T (half candle, TD, clean, T)

*Cardinals (xx)

Vic-tory (High V, low V)

G-O (right half T, R half candle, L arm up)

Lets go *Avon (sway right half T x 2)

G-O Lets go (R half T, R half candle, R punch

Hey, hey you (clap, running)

You know what to do (clean on do)

Rock with the *Black (squat, elvis arms)

And roll with the *Gold (clean w/hands on hips, roll hips)

Go Black (R broken T to down diag)

Go Gold (Left broken T to cross diag)

Fight, fight, fight (Low V, right sway, cross arms on chest, high V, clap)

Take it away Avon Take it away (x, low v, xx, x, low v)

Y-E-L-L Everybody Yell (xxxx, high v, low v) Lets go Avon! (right punch up, down, up)

Go Black xx (L top diagonal x2)

Go Gold xx (R top diagonal x 2)

We are xx (R punch up down)

Avon (R top diagonal x2)

CHEERS

W-I-N (R lower diagonal across body, R broke T, R top Diagonal)

Let's do it, lets win

F-I-R-E (xxxx)

Fire up, fire up, fire up (R lower, Right T, R top Diagonal)

We've got that beat, we got that mighty Avon beat. That beat goes

Go go (pat, pat)

Fight fight (x,x)

Win win (snap snap)

Fight fight (x x)

Go, fight, win, fight, go, fight (snap) win

Split that V

Dot that I

Curl that C-T-O-R-Y

Victory, vic, vic-tory (x2)

Touchdown Black & Gold

Touchdown

O-R-I-O-R-I-O-L-E-S Avon Orioles are the best

CHEER MOTIONS

