

Policies and Procedures

Event Licensing/Use of facilities

1. Practice- For the purpose of using Elma School District facilities/gyms, “practice is organized and/or regularly scheduled sessions supervised at all times by a registered non-athlete member of EYBL and conducted for the purpose of preparing training, instructing and conditioning only EYBL youth/participants. Tryouts/skills testing and scrimmages are included as long as they meet the requirements of the above definition.”
2. Management- At all EYBL practices or games, an EYBL non-athlete member who is at least 18 years old, shall be physically present at the site/location at all times (non-athlete members must have completed a background check).
3. Use of Facilities to include:
 - a. Try-outs/Skills testing
 - b. Practice
 - c. Games
 - d. League Business
 - e. Tournaments
4. EYBL members and/or coaches, who have completed background checks, will receive a key card for entry to authorized facility locations/gyms. The EYBL President and Secretary will manage the list of approved members and hand out key cards accordingly. Final approval of the key card will be through the School District.

Receipt of Donations- Any Gift, Gratuity, Sports Equipment, or Entertainment will be classified as a donation to the Elma Youth Basketball League (EYBL) for the future betterment of Elma Youth Basketball for years to come. No one member of the board, coach, or volunteer will benefit financially or be influenced by any of the above listed types of donations.

EYBL Membership Limitations- Sexual Misconduct. It is the policy of the EYBL to deny or suspend membership in the EYBL, in any capacity, to an individual for whom there is reasonable cause to believe that they have engaged in sexual misconduct. For the purposes of this policy, reasonable cause shall be:

- a. When criminal or civil charges have been filed against an individual alleging sexual misconduct.
- b. When the individual has been convicted of a crime involving sexual misconduct;
- c. When written allegations of sexual misconduct against the individual of reasonable evidence have been submitted to the EYBL.
- d. When the individual has been accused of sexual misconduct and the sexual misconduct has reasonable probative value.

Protection and Safety of Athletes:

Screening Coaches and Volunteers- All Coaches and volunteers must consent to, and pass, a formal applicant screening process before becoming a coach/volunteer. Background checks will be paid for by EYBL, using WA State Patrol Watch program, or equivalent type screening.

Duty to Disclose- If, during the course of the season of Elma Youth Basketball League or being a member of the EYBL Board, a coach/volunteer/board member is accused, arrested, indicted, or convicted of a criminal offense against a child, it is the duty and responsibility of the coach/volunteer/board member to notify the EYBL Board.

Mandatory Reporting- If there is reasonable cause that a child has suffered neglect or abuse all coaches or volunteers refer to RCW 26.44.030 Sec. B.

Athlete Protection:

1. Concussion Policy

- a. All coaches will complete mandatory Concussion Training and will submit a certification of completion to EYBL prior to starting coaching.
- b. Players/Parents will review and sign the liability waiver which includes concussion type events.
- c. Return to play process/restrictions adopted by NFHS Guidelines- if an athlete exhibits any signs, symptoms, or behaviors that could be suspect of a concussion, the player/athlete **must** be removed from play and closely observed.
 - i. Parents/Guardians/Coaches are not expected to “diagnose” a concussion. This is the role of a healthcare professional. However, all involved in athletics must be aware of signs, symptoms, and behaviors associated with a concussion. If a coach/volunteer suspects a player/athlete may have a concussion, the player/athlete must be **immediately removed** from all physical activity.
 - ii. EYBL will follow “Heads Up” 4-step Action Plan Concussion Safety Step
 1. Remove the athlete from play.
 2. Ensure the athlete is evaluated by an appropriate healthcare professional. If any RED FLAG signs or symptoms (loss of consciousness, seizure, increasing sleepiness, worsening headache and/or persistent vomiting) are present, the player/athlete should go to the Emergency Room.
 3. Inform the player/athlete’s parents/guardians about the possible concussion and give them information on concussions.
 4. Keep the player/athlete out of play the day of the injury & until an appropriate healthcare professional says the player/athlete is symptom free and provides a signed written clearance to the coach.
 - iii. Coach and/or referee will need to fill out an injury report at the end of the day IF an injury or incident occurs.

****When in doubt, sit them out!***

2. Cardiac Arrest Policy
 - a. All coaches will complete a mandatory course in cardiac arrest training and will submit a certification of completion to EYBL prior to starting coaching.
 - b. Players/Parents will review and sign the liability waiver which includes cardiac arrest type events.
 - c. EYBL will know of AED location(s) at each facility/gym and a minimum of 2 EYBL members will be certified in 1st Aid/CPR.
 - d. After a Cardiac Event, the player/athlete must be released by a healthcare professional to resume any physical activity offered by EYBL. Documentation must state the player/athlete can participate in maximum exertion, physical activity as required to play basketball.
3. 1st Aid/CPR
 - a. The EYBL shall maintain at least 2 board members with active 1st Aid/CPR license certifications in order to be available during league game days.
 - b. EYBL will accept and record additional 1st Aid/CPR Certifications obtained by Coaches/Volunteers.
4. Conduct Policy
 - a. Coaches, volunteers, board members, and participants shall refrain from child physical or sexual abuse, bullying, harrassment and hazing, and emotional, physical, and sexual misconduct.
 - b. All coaches will complete mandatory Bullying, Hazing, and Inappropriate Behaviors course and will submit a certification of completion to EYBL prior to starting coaching.
 - c. Prohibited Conduct:
 - i. Sexual abuse
 1. Coach-player
 2. Player-player
 - ii. Emotional Misconduct
 1. Verbal Acts
 2. Physical Intimidation
 3. Acts that deny Attention and Support
 - iii. Physical Misconduct
 1. Contact Offenses
 2. Non-Contact Offenses
 - iv. Sexual Misconduct
 1. Touching Offenses
 2. Imbalance of Power
 3. Verbal References
 4. Harassment
 - v. Bullying
 1. Physical Behaviors

2. Verbal/Non-Physical Behaviors
 3. Any act or conduct described as Bullying under federal or state law.
- vi. Harassment
1. Physical Behaviors
 2. Non-Physical Behaviors
 3. Any act or conduct described as Harassment under federal or state law.
- vii. Hazing
1. Coercing
 2. Requiring or willfully tolerating any humiliation
 3. Any act or conduct described as Hazing under federal or state law.
- viii. Willfully tolerating misconduct- Failure to report forms of misconduct may result in violation of State Law.

d. There should always be at least two coaches/certified volunteers present at all EYBL functions.

e. Parents/guardians are welcome to observe practice, but cannot assist if not background check approved. This includes any and all facilities and situations before, during and after practice and games.

Scholarships

- a. Donations can be made online or in person for specific ages, prices or flat donation towards scholarships.
- b. To be granted a scholarship we must receive written notices asking for how many kids and at what grade level.
- c. To be approved for a scholarship the board must vote approving or denying the request.

Coaches Expectations

- a. Coaches will be assigned a team by the registrar from a blind draft after registration closes for 2-3 grades. Depending on registration numbers players in grades 4-8 will be placed on a coaches team after skills assessment. Grades will be separated into teams based on numbers as needed to balance teams. If players are added after registration closes they will be added to each roster at random. Case by case exceptions may be made for extenuating circumstances.
- b. Coaches will follow an approved yearly plan for the season created by the board/coaching advisor. Each player will be taught all basic skills and play all positions equally up to 6th grade. Plans will be made with suggestions by HS Varsity coaches for the season.
- c. Coaches will be allowed to borrow players from other teams in absence of their own team's players. The borrowed player must be a substitute and not play more time than the current team players.

- d. Coaches may be suspended or terminated if they do not follow the established rules and guidelines.
- e. Coaches will remain on their side lines and will refrain from stepping onto the court due to a play, or call by referee- Coach needs permission or is granted a time out to be on the court (or during an injury to player).
- f. Coaches for 2/3 grade Co-Ed will be allowed to be on the court at times, to help coach the players/athletes as needed.
- g. Second and third grade coaches will be required to referee other second/third grade games.
- h. A schedule will be made for set up/tear down for every Saturday for each team to be responsible for.

Referee

- a. We will do our best to have at least 1 certified paid ref for all middle school games (grades 6-8).
- b. Refs for all other games will wear a striped shirt provided by the league.
- c. Grades 2-5 will have a volunteer ref.
- d. Volunteer refs will be randomly critiqued by a board member.
- e. Volunteer refs will be given a list of what calls would be appropriate for each grade/age group prior to game.

Age Groups/Team Play

Out of district teams

- a. Roster and fees must be submitted one week prior to the beginning of season.
- b. Team must play at the age level of the oldest player on the team.
- c. "Outside/Drop in" teams will be allowed 8 days prior to the Saturday, guaranteed 2 games at \$150/Saturday.

Equipment

- 1. Basketball size
 - a. All 2nd/3rd grade, 4th Grade, 5th Grade, 6th Grade, 7th Grade Girls, 8th Grade Girls shall use a 28.5" circumference basketball.
 - b. All 7th and 8th Grade Boys shall use a 29.5" circumference basketball.
- 2. Hoop Height
 - a. 2nd/3rd Grade Co-Ed will play on 8 foot lowered hoop.
 - b. 4th Grade + will play on regulation, 10 foot hoop.
- 3. Jersey color
 - a. White or light color jersey will be the home team on the scoreboard.
 - b. Dark colored jersey will be the away team on the scoreboard.

Established and approved 10/29/23