

From the CYO Sports Manual:

PHILOSOPHY OF CYO ATHLETICS:

A common philosophy of CYO athletics must be understood and practiced by all adult leaders, administration, athletic directors, coaches, parents and officials to avoid confusion, disagreements and confrontations. By understanding a common philosophy, everyone can work together to meet the needs of the youth involved.

CYO athletics exist to provide opportunities for youth to participate in activities under conditions that are safe, enjoyable and promote Christian attitudes of fair play and cooperation. CYO has concern for the whole person, made up of body, mind and spirit. An attempt should be made to respond to the interests and needs of the individual by encouraging the total growth and development of the young person. Physical fitness, positive mental attitude and spiritual growth are all important in developing the whole person.

All eligible youth are given the opportunity to participate with no “cuts”. The number of teams formed will depend on the number of interested participants. Once the season starts, every youth should play in every sport event. Participation, involvement and being able to play are far more important than winning a particular sport event or having the best win/loss record. Developing the individual is the focus; the sport event is merely the tool.

Beyond the written rule there is a proper spirit in which to engage in competitive sports. Fair play and sportsmanship are the essence of CYO athletics. Participation alone does not guarantee sportsmanlike attitudes and values, such as honesty, fair play and citizenship. Coaches, parents and adult leaders must be role models and explain why these behaviors are appropriate.

Winning is an important objective in sports. To not seek victory is to be a dishonest competitor, but winning must not be the only objective. Adults must help athletes understand that there is more to sports than a win/loss record. Youth must be taught that success is found in striving for victory.

The most important concept is that if they give their maximum effort and strive for success, there are no losers. When winning is kept in perspective, the youth first and winning second, sports programs produce youth who feel good about themselves, respect others, accept responsibilities, strive for excellence, improve skills, have fun and look forward to future participation in sports. This is the purpose of CYO athletics.

BILL OF RIGHTS FOR YOUNG ATHLETES:

- 1. RIGHT TO HAVE THE OPPORTUNITY TO PARTICIPATE IN SPORTS.**
- 2. RIGHT TO PARTICIPATE AT A LEVEL COMMENSURATE WITH EACH YOUTH'S MATURITY AND ABILITY.**
- 3. RIGHT TO HAVE QUALIFIED ADULT LEADERSHIP.**
- 4. RIGHT TO PLAY AS A YOUTH AND NOT AS AN ADULT.**
- 5. RIGHT OF YOUTH TO SHARE IN THE LEADERSHIP AND DECISION-MAKING OF THEIR SPORT PARTICIPATION.**
- 6. RIGHT TO PARTICIPATE IN SAFE AND HEALTHY ENVIRONMENTS.**
- 7. RIGHT TO PROPER PREPARATION FOR PARTICIPATION IN SPORTS.**
- 8. RIGHT TO AN EQUAL OPPORTUNITY TO STRIVE FOR SUCCESS.**
- 9. RIGHT TO BE TREATED WITH DIGNITY.**
- 10. RIGHT TO HAVE FUN IN SPORTS.**

From the CYO Sports Manual:

CYO CODE OF CONDUCT

CYO, through athletic activities, attempts to instill in youth, Christian attitudes and characteristics that will make them better adjusted youth today and adults in the years ahead. Bringing youth together from different schools and social backgrounds in an atmosphere that fosters friendship with opponents and teaches principles of sportsmanship is an important aspect of the program. The following guidelines reinforce that the behavior of anyone involved in the CYO should not detract from the youth's enjoyment of the sport.

COACHES:

1. Encourage athletes in a positive manner; use the appropriate language to support an athlete's efforts.
2. Set an example of good conduct; maintain a wholesome and friendly rivalry between teams.
3. Give all athletes sufficient playing time.
4. Treat all with respect and dignity. Do not shout or make derogatory comments to athletes, coaches, parents, spectators or the officials.
5. Do not humiliate an opponent by severely outscoring a team.
6. Be humble in winning and gracious in defeat.
7. A friendly handshake or positive comment to the opposing coach should be exchanged after a sport event regardless of the outcome.

ATHLETES:

1. Treat opponents with respect and dignity.
2. Give only constructive criticism and positive encouragement to teammates.
3. Do not swear or argue about an official's decision. Only designated athletes, such as a team captain, should question an official.
4. Play by the rules, play fair.
5. Behave with honesty, straight forwardness and a dignified attitude when others do not play fairly.
6. All teams at the conclusion of the sport event should exchange a handshake or cheer.

SCOREKEEPERS//TIMEKEEPERS//OTHER EVENT VOLUNTEERS:

Scorekeepers, timekeepers and all other event volunteers are considered officials of the contest and should conduct themselves in an impartial manner throughout the sport event. They should not be coaching the participants, yelling at the participants and/or officials, etc. They are encouraged to show appreciation for an exceptional play during the event.

PARENTS//SPECTATORS:

1. Remain seated in the appropriate area during the sport event.
2. Make only positive comments to athletes, coaches, parents and officials. There is no place in CYO sports for booing and criticizing judgments made by the officials.
3. Parents should not interfere with their athlete's coach. They must be

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CYO VOLUNTEER COACH:

The CYO volunteer coach must be fully informed of the CYO philosophy and goals for the athletic program and continually work toward their fulfillment.

Coaching in CYO is a privilege, not a right. The criteria for a qualified, certified coach is as follows: Must be at least 18 years of age to coach grade school teams and be at least 21 years of age to coach high school teams. Must complete all steps below:

1. Read, complete and sign the Volunteer Head or Assistant Coach Assignment Agreement (for every sport you coach).
a. Coaches for all sports (except Football & Cheerleading) will need to complete a combined Agreement/Application through online registration.
2. Read, complete and sign the Coaches Application (for first time CYO coaches only).
3. Must pass a CYO background check (submitted online through the CYO website at www.cyocamphoward.org).
4. Must be ASEP certified; meaning you took the course or passed the online exam BEFORE you can register and/or coach a CYO team in practice or games.
 - a. ASEP classes are posted on the website calendar at www.cyocamphoward.org.
 - b. Take the online course by linking through our website or directly at:
http://www.asep.com/asep_content/org/CYOCH.cfm
5. Must be certified through CYO or your school/parish in "Called to Protect" BEFORE you can register and/or coach a CYO team in practice or games.
 - a. Classes will be offered daily **during the sport season** at the CYO Office. Please call 503/231-9484 to reserve a spot.
6. **Must watch the Concussion Management Training video, available on the CYO website, the CYO Office or your Athletic Director.**
 - a. **At the parent/player pre-season meetings you must inform parents and players of the signs and symptoms of a concussion injury and give them handouts.**
 - b. **Must have every parent and player participating in CYO sign the Concussion Information Sheet and turn them into your Athletic Director before anyone can start practicing or playing.**
 - c. **Must immediately remove from practice/competition any athlete who is suspected of sustaining a concussion or head injury. Shall not allow an athlete who has been removed from play because of a suspected concussion/brain injury to return to play until the athlete has received written clearance from a licensed health care provider trained in the evaluation and management of brain injuries.**
7. CYO coaches must visibly wear their CYO badge around their neck to all practices and games.
 - a. Prior to each game, coaches will be checked for badges.
 - b. Games will NOT start until there is a CYO certified coach on the bench with her/his CYO badge.
 - c. A forfeit may occur if the coach does not have her/his CYO badge as specified above.
 - d. CYO badges cannot be transferred or reproduced. **Violation of this rule, may result in removal from the CYO program.**
 - e. A \$10 fee will be assessed for replacement badges and must be purchased through the CYO Office.
8. **All Coaches that volunteer with CYO must have their own medical health insurance policy.**

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A Coach understands that she/he serves at the pleasure of CYO administration and that CYO may cancel the "Agreement" at any time.

The Coach Assignment Agreement may be cancelled by CYO, through its agent at any time with or without cause. A coach serves a term that begins with the sport season and ends at the conclusion of that season. A coach may NOT assume to have her/his assignment renewed for the next season by the athletic director.

Only coaches who have met the above-mentioned CYO volunteer coach criteria BEFORE REGISTRATION and are listed on the team roster (as registered with the CYO office) as a coach are eligible to perform these duties during sport events; including practices and games. The rules for coach conduct, number of coaches allowed, etc. in the National Federation sport specific rule books also apply. A person not meeting the above conditions may NOT conduct herself or himself as a coach during any sport event, i.e. may not sit on the team bench, coach the youth, approach the sport official, etc.

A coach who demonstrates a disregard for the CYO Philosophy and/or the CYO Code of Conduct or is ejected from a sport event may be subject to CYO sanctions. (Refer to Chapter IV, Section K, Sanctions).

Responsibilities of the Head Coach:

- a. To attend the CYO Pre-season Coaches Meeting.
- b. To conduct a pre-season meeting with parents & players.
 - i. **Go over the CYO Code of Conduct so that everyone understands what is expected of them at CYO events.**
 - ii. **Inform parents and players of the signs and symptoms of a concussion injury and what to do if their child has a concussion.**
 - iii. **Must have every parent and player participating in CYO sign the Concussion Information Sheet and turn them into your Athletic Director before anyone can start practicing or playing.**
- c. To begin each sport event with the Team Prayer and the Pre-Sport Event Statement.
- d. To have a current CYO Sports Manual and a current National Federation Rule Book and be knowledgeable of their contents.
- e. To adhere to all the requirements of the current CYO Sports Manual.
- f. To assist the CYO Club athletic director in fulfilling CYO eligibility requirements and direct all Eligibility Exceptions through the CYO Club athletic director.
- g. **To make sure all participants have registered online with CYO, paid and that the Athletic Director is aware prior to the first practice.**
- h. **To obtain the team/participant medical release listing from the Athletic Director, which contains Medical Treatment Consent and carry with you at all games and practices.**
 - i. To be aware of each participant's medical or travel restrictions.
 - j. To inform the Athletic Director of any changes to team roster; i.e., child or coach dropping out or if additional players/coaches need to be added. (Must be added by deadline or have CYO approval).
 - k. To be aware of each participant's medical or travel restrictions.
 - l. To be responsible for the return of all CYO Club equipment and uniforms issued to the participants under the head coach's direction.
- m. To monitor her/his coaching staff, participants and/or parent's behavior and implement any needed corrective action under the direction of the CYO Club athletic director.
- n. To teach fundamentals and protective skills for the sport.
- o. To supervise:
 1. To be physically present during all activity related to practice and competition, whether coaching opposite or same gender teams.
 2. To specify locker room or team room expectations and remain in the general area until all athletes have departed.

From the CYO Sports Manual:

3. To only use assistant coaches as identified on the official Team Roster to assist at practices or sit with the team during athletic events.
 4. To supervise volunteers assisting at sports events.
 5. To inspect practice and game facilities, equipment and uniforms prior to activity for safety concerns.
 6. To deter unsafe or illegal execution of skills and within the rules of the sport.
 7. Match and equate athletes by maturity and development.
 8. To maintain adequate and accurate practice and contest records.
 9. To have practices planned in advance.
 10. To warn athletes and parents of the risks of the sport.
 11. To make sure a registered CYO coach is present until all children have been picked up from practice.
- p. Facilitate administration of first aid safety immediately, get witnesses when appropriate and report the injury to the CYO Club athletic director in writing within 24 hours of the incident. Do not allow the injured athlete to return to practice or competition without clearance by a medical professional. (See Injury Report form at back of book.)
- q. To direct all communication to CYO through the CYO Club athletic director and **not the CYO Sports Director or the CYO office.**
- r. To attend all required CYO meetings or have the assistant coach (as identified on the official Team Roster and registered with the CYO office) attend.
- s. To complete all certifications as required by CYO.
- t. To report sport event results:
1. For volleyball and basketball, the winning coach is required to report scores:
 - Through the website at www.cyocampforward.org. Click on “score reporting” and then follow the instructions. You must submit scores before 10:00p.m. on Sunday (the day after your game) with the information as listed below.
 - Game/match number
 - Winning team/losing team
 - Score
 2. For swimming, the host coach is required to forward a copy of the meet results via Hy-Tek meet manager, backup export in an email to the Swim Director at the CYO office by the following Tuesday.

Responsibilities of the Assistant Coach:

- a. To adhere to all the requirements of the head coach as stated above.
- b. To assist the head coach in fulfilling his/her duties as described above.
- c. To perform the duties of the head coach in his/her absence in conformance with the requirements as stated above.
- d. To complete all certifications as required by CYO.

The CYO Intern Coach:

In order to provide opportunities for youth to participate in coaching and developing their skills, intern-coaching positions are allowed in each sport. All high school youth, ages 15 through 17, **who have registered online and agreed to the terms, submitted a background check (authorized by a parent/legal guardian), completed ASEP, Called to Protect for Youth and Concussion Management Training are eligible.**

Must visibly wear your CYO official intern badge around your neck at all practices and games. CYO badges cannot be transferred or reproduced. Any violation of this rule may result in removal from the CYO program.

The Intern Coach must be fully informed of the CYO Philosophy and goals of the CYO organization, be familiar with the requirements of the CYO Sports Manual and have a basic knowledge of the sport. A CYO Intern may not be

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left in charge or alone with a team during practice or games; this includes sitting on the bench by themselves during a game, without a head or assistant coach present.

Responsibilities of the Intern Coach:

- a. To work with the youth participants in the program under the direct supervision of the head coach.
- b. To adhere to all the requirements of the current CYO Sports Manual.
- c. To assist the head coach with the following:
 1. To enforce the Athletic Code of Conduct by monitoring the behavior of each participant and assist the head coach in implementation of corrective action.
 2. To teach fundamentals and protective skills for the particular sports.
 3. To assist at events by sitting with and participating as a member of the coaching staff.