

# BTYFL Coaches Code of Conduct

The BTYFL is dedicated to raising the standard of service to youth in sports through the enforcement of this **Code of Conduct** among its membership and pledges its support to the BTYFL Board striving to attain this same objective.

This **CODE OF CONDUCT** defines the expectations for adults serving as coaches in youth sports and provides the tools to be used the Board, when necessary, to check behavior and to respond with resolve to protect all children from psychological, emotional, physical or social abuses that can be perpetrated against them by youth spot coaches.

## Enforcement of the CODE OF CONDUCT

The BTYFL firmly believes that for the sport experience to be positive, safe and a learning experiences for youth, volunteer coaches must be trained and held accountable for their behavior when working with and around children. Every BTYFL member coach is required to sign and adhere to the Coaches' Code of Conduct, By-Laws & League Rules. The **Code of Conduct** has been developed to help explain how each of the "canons" of the Code of Ethics should be manifested in the actions and behaviors of an BTYFL Certified Coach.

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It is the duty of the Board of Directors, at its sole discretion, to select only coaches that demonstrate and commit to strict adherence to the BTYFL By-laws, Code of Conduct and League Rules. The Rules & Enforcement Committee is charged with documenting and investigating any complaints lodged against a BTYFL member coach that has allegedly violated any League Rules and/or Code of Ethics. This is accomplished in conjunction with our **By-laws, League Rules and Coaches Code of Conduct**. For the purpose of hearing complaints and recommending to the Board of Directors what, if any, action the committee thinks should be taken towards correcting the member coach's' behavior.

In order to provide the BTYFL Board the flexibility to take appropriate action when a BTYFL member coach is found to have violated the coaches Code of Conduct, By-laws or League Rules, a range of possible review committee action has been developed to accompany the Code of Conduct.

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### Possible actions include:

1. WARNING TO AND/OR APOLOGY FROM THE COACH
2. DISCIPLINE
3. PROBATION: ONE GAME/MULTIPLE GAMES/SEASON
4. PERMANENT REVOCATION

The specific response of the Board of Directors is final and may include terms and conditions supplementing one or more of the listed sanction. When reviewing a complaint and deciding what action is the most appropriate in a given situation, the Board committee must take in consideration various extenuating circumstances.

**Factors that might suggest a more lenient sanction include**

- First Offense
- Remorse
- Apparent Desire to Reform
- Other Good Coaching Attributes
- Dedication to Youth Sports

**Factors that might suggest a harsher sanction include:**

- Child Endangerment
- Prior Complaints/Review Action
- Lack Remorse
- Number of Ethics Canons Violated
- Breach of Duties as a Role Model
- Extraordinary Poor Judgment Around Children

**COACHES' CODE OF CONDUCT PROCEDURES**

When a BTYFL Board Member receives a complaint about a member coach:

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1. To ensure proper implementation of Code of Conduct, By-laws, and League Rules, any complaint must be brought to BOTH the BTYFL President and Vice President and they will initiate a full investigation by the Rules / Enforcement Committee . Any individual who brings a complaint or participates in an investigation of a complaint will not suffer retaliation or adverse action because of that complaint or participation, as provided by applicable law.
2. Any participant or volunteer who believes the actions, words or other communications of an individual, with whom the individual has interacted through his or her BTYFL interaction constitute unwelcome Code of Conduct of any type must report that behavior to the BTYFL President and Vice President. If warranted, a discreet investigation into the allegations will take place or the allegations will be discussed as soon as possible with the person charged with such conduct. Rules / Enforcement Committee will attempt to begin the investigation or discussion as soon as practicably possible. The BTYFL will respond appropriately to all valid claims of harassment.
3. All BTYFL members are expected to avoid any behavior or conduct which could be interpreted as a breach of Code of Conduct toward any other individual. Any individual subject to or observing problems or acts in violation of the above will report these to the BTYFL President and Vice President. Immediate investigation of the circumstances will be initiated by the Rules / Enforcement Committee. If corrective action is recommended by the Rules / Enforcement Committee as a result of the incident,

The BTYFL Board will take what it deems as appropriate action, which may include discipline up to and including dismissal of the offending individual or individuals.

4. A report of the incident and the corrective action taken will be prepared by the Rules / Enforcement Committee. A copy will be retained as a confidential/limited access file with the BTYFL Board. In the event that no investigation is underway within seven calendar days from report of the incident or if the corrective action taken as a result of the investigation is believed by the victim to be inappropriate for the seriousness of the act, the matter will be referred directly to the BTYFL President.

**BY-LAWS Article XII – FINANCIAL AND ACCOUNTING**

**Section 2**

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No Director, Officer or Member of BTYFL shall receive, directly or indirectly any salary, compensation or emolument for services rendered as Director, Officer or Member. This includes any commission or revenue from sales of any type to other BTYFL Members, Coaches or Volunteers.

**BY-LAWS BY-LAWS Article VI-COACHES, DIVISIONS and PRACTICES**

**Section 1**

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**Appointment.** Prior to the start of each season the Board of Directors (or designated sub-team) shall appoint a head coach for each football team and select up to 3 assistant coaches per team. The limit for coaches for each team is four. All Coaches are required to submit to a national background check. Background checks must be completed before practices begin. The Board of Directors, at its sole discretion, will select only coaches that demonstrate and remain committed to strict adherence of the BTYFL By-laws, Coaches Code of Conduct and League Rules.

**Section 2**

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**Removal.**

- (a) The Board of Directors, by a two-thirds vote of those present at a duly constituted meeting, shall have the authority to discipline, suspend, or remove any BTYFL coach at any time.
- (b) Notwithstanding the discretionary authority of the Board of Directors set forth in (a) above, the Board shall immediately remove any existing BTYFL coach from his or her coaching position who is found to have:
  - (I) Committed violent acts against any coach, referee, parent, player or any other person involved in a BTYFL organization or event; or
  - (II) Verbally or physically threatened any other coach, referee, parent, player or any other person involved in a BTYFL organization or event.
  - (III) Background check discovers a violation of BTYFL criteria to coach.

### Section 3

#### Sideline Behavior.

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- “Away” team will be responsible for providing 3 volunteers to handle the first down and line of scrimmage markers for each game.
- Under no circumstances will coaches be allowed to shout or yell at opposing coaches, game or league officials or players, especially during the course of a game.
- All BTYFL Coaches will be expected to refrain from discussions on the sidelines that refer to the other teams coaches, players or game officials in a negative light.
- Coaches need to remember that they are representing BTYFL as a role model for the players in the game & on the sideline at all times.

### Section 4

Divisions. Players and teams will be divided in to two divisions, by grade as set forth below. a) The President may, at his sole discretion, from time to time authorize a specific player to play in either division as needed.

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- I. for the current season only.
- II. must be provided in writing and retained by the Board of Directors, before practices begin for the current season.
- III. must be re-authorized prior to each subsequent season.

b) Not withstanding the Presidents discretion above, divisions will be defined as

- Jr. Varsity Division, will be composed of participant members going into 2<sup>nd</sup>, 3<sup>rd</sup> & 4<sup>th</sup> grade during the current season and over the age of 7.
- Varsity Division, will be composed of participant members going into 5<sup>th</sup> & 6<sup>th</sup> grade during the current season.

### Section 5

Practices. Team Practices will begin no sooner than the first week of August. Teams will be allowed to practice three times a week (Monday, Tuesday & Thursday) in the month before the start of the school year. Once BISD begins classes for the school year, that week will be the final week to practice 3 days. From the following week forward, teams are only authorized to practice two times a week. All practices will be strictly limited to 1 ½ hours & only at the BH9 practice fields, weather permitting. Head coaches will submit their request for days / time slots to the Board of Directors at which time practice fields will be assigned. Teams may choose to practice on other days or times as needed, only after submitting the request and getting approval in writing from the Board of Directors.

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League Rules I have read and agree to follow all league rules at all times.

BTYFL By-Laws I have read and I agree to follow all of the BTYFL By-Laws at all times.

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## COACHES CODE OF CONDUCT

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INITIAL **I WILL PLACE THE EMOTIONAL AND PHYSICAL WELL BEING OF MY PLAYERS AHEAD OF A PERSONAL DESIRE TO WIN.**

Expected Behavior:

- Using appropriate language in appropriate tones when interacting with players, league officials, game officials, parents and spectators.
- **Three Person Rule will always be adhered too.**
- Include all players in team activities without regard to race, religion, color, sex, body type, national origin, ancestry, disability, ability, or any other legally protected classification.

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INITIAL **I WILL PLACE THE EMOTIONAL AND PHYSICAL WELL BEING OF MY PLAYERS AHEAD OF A PERSONAL DESIRE TO WIN.**

Expected Behavior:

- Treating all players, league officials game officials, parents and spectators with dignity and respect.
- Playing all players according to the fair play rules established by the league and the spirit of those rules. **Each player should play a minimum of 6 plays per game.**
- **MERCY RULE: Any team that goes up by three touchdowns will no longer play his starters in a position that advances the football.**
- Encouraging youth participation to promote their development
- Allowing reasonable absences from practice (Church, School event, Personal)

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INITIAL **I WILL TREAT EACH PLAYER AS AN INDIVIDUAL, REMEMBERING THE LARGE RANGE OF EMOTIONAL AND PHYSICAL DEVELOPMENT FOR THE SAME AGE GROUP.**

Expected Behavior:

- Recognizing the differences of each child and treating each player as an individual while demonstrating concern for their individual needs and well being
- Encourage all players, regardless of skill level, to be included as a member of the team
- Recognizing that some physical tasks, drills and demands are not appropriate for all youth
- Recognizing that youth may vary greatly in physical, social and emotional maturation and considering these factors when setting up competition and when interacting with youth

\_\_\_\_\_ **I WILL DO MY BEST TO PROVIDE A SAFE PLAYING SITUATION FOR MY PLAYER**

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Expected Behavior:

- Maintaining a high level of awareness of potentially unsafe conditions
- Protecting players from sexual molestation, assault, physical or emotional abuse
- Correcting or avoiding unsafe practice or playing conditions
- Using appropriate safety equipment necessary to protect all players
- Seeing that the players are provided with adequate adult supervision while under the coach's care

\_\_\_\_\_ **I WILL PROMISE TO REVIEW AND PRACTICE THE BASIC FIRST AID PRINCIPLES NEEDED TO TREAT INJURIES OF MY PLAYERS.**

INITIAL

Expected Behavior:

- Keeping basic first aid supplies in all practice and game situations
- Recognizing and administering proper first aid to an injured player
- Demonstrating concern for an injured player, notifying parents, the BTYFL President and cooperating with medical authorities
- Protecting the players' well-being by removing them from activity when injured and not returning them to activity if they are compromised by injury.

# Concussion Management Guidelines

A concussion is a type of traumatic [brain injury](#) that interferes with normal function of the brain. It occurs when the brain is rocked back and forth or twisted inside the skull as a result of a blow to the head or body. As the brain is suspended in fluid inside the skull, even what appears to be a mild jolt or blow can create enough force to result in a concussion. In a young brain, a concussion has the potential to result in short or long-term changes in brain function, or in some cases, death. There is no such thing as a minor brain injury. A suspected concussion must be taken seriously by the athlete, the parents or guardian, the coaching staff, as well as the training and medical staff. An athlete does not have to lose consciousness to have a concussion, in fact, these only accounts for less than 10% of all Concussions. The injuries that occur to the brain with a concussion are not entirely understood but essentially involve microscopic stretching or tearing of brain cells. Because these are microscopic physical and chemical changes, they cannot be seen on CT or MRI scans and therefore must be managed on an organized way based on symptoms.

## **Initial signs and/or symptoms according to patient include:**

- Headache
- Dizziness
- Double or fuzzy vision
- Unsteady gait/ balance issues
- Nausea
- Vomiting
- Light sensitivity
- Sound sensitivity
- Felt foggy
- Confusion
- Short term [memory loss](#)
- Long term memory loss
- Poor concentration
- Weakness
- Inappropriate behavior
- Bloody nose
- Neck pain
- Numbness/ tingling in arms

## **Initial signs and/ or symptoms according to coaches, training staff, or family include:**

- Appeared dazed or stunned
- Was confused about what to do
- Forgetting plays
- Unsure of game
- Unsure of opponent
- Unsure of time
- Unsure of location
- Answered questions slowly
- Moved clumsily
- Had loss of consciousness
- Showed behavior or personality changes
- Couldn't recall events prior to injury
- Eyes not tracking smoothly

National Federation of State High [School](#) Associations (NFHS) Sports Medicine Advisory Committee (SMAC), and the Texas University Interscholastic League (UIL), have certain guidelines suggested for management of a concussion in sports. Those

# Concussion Management Guidelines

Guidelines will be followed in this instance.

**If a concussion is suspected by a Coach, Trainer, or Sideline Physician:**

1. Remove the athlete from play.
2. Ensure that the athlete is evaluated by an appropriate health-care professional.
3. Inform the athlete's parents or guardians about the possible concussion and give them information of concussions.
4. Keep the athlete out of play on the day of injury and until an appropriate health-care professional says he or she is symptom-free and gives the OK to return to activity.
5. The athlete should be observed following a concussion and never be left alone.
6. Athletes must know that they should never try to "tough out" a suspected concussion. Teammates, Parents, and Coaches should never encourage an athlete to "play through" the symptoms of a concussion.
7. If a concussion is suspected, **NO ATHLETE SHOULD RETURN TO PLAY OR PRACTICE ON THAT SAME DAY.** (Previously, athletes were allowed to return to play if their symptoms resolved within 15 minutes of the injury. Newer studies have shown that the brain does not recover quickly enough to return to play in such a short time.)
8. Rest is the first step in recovering from a concussion. Returning to sports and regular activities too quickly can prolong [recovery](#). The athlete will need cognitive rest from physical and mental activities that require concentration and attention such as exposure to loud noises, bright lights, computers, video games, television and phones (including texting), which all may worsen the symptoms of a concussion. As the symptoms lessen, increased involvement in these activities may be allowed.

# Concussion Management Guidelines

9. Once an athlete no longer has signs, symptoms or behaviors of a concussion, and is cleared to return to activity by an appropriate health-care professional, He or she will return to activity following the Progressive Physical Activity Program.

**I have read and understand the above statements and agree to conduct myself in a manner that demonstrates the standards established in the BTYFL.**

**SIGN** \_\_\_\_\_

**DATE** \_\_\_\_\_.

**Coach's Name**