



**FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY**

BUILDING TEAMWORK



OUTDOOR SOCCER Coach's Handbook

Whatcom Family YMCA
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8/30/23



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Fall Outdoor Soccer League Coaches

Downer Fields

September 5 - October 12, 2023

<u>Team</u>	<u>League</u>	<u>Coaches</u>	<u>Practice Time</u>
1 - Blue	3-4 yrs	Adrienne Haskell & Ashlee Dawson	Mon 4:00-4:45 pm
2 - Green	3-4 yrs	Kevin Probasco & Traci Pantuso/Steven	Mon 5:00-5:45 pm
3 - Navy	3-4 yrs	Wodzicki Tim Huddleston & Aaron Kirk	Mon 5:00-5:45 pm
4 - Red	3-4 yrs	Amanda Ager & Savannah Dowe	Mon 5:50-6:35 pm
5 - Grey	3-4 yrs	Stephanie Short & Jessica Raymond	Mon 5:50-6:35pm
6 - Yellow	3-4 yrs	Hannah Cano & Caitlin Ford	Tues 4:00-4:45 pm
7 - Orange	3-4 yrs	Mike Cocchiarella & Brandon Longwell	Tues 5:00-5:45 pm
9 - Purple	3-4 yrs	John Hughson & Caitlin Ueda-Valente	Tues 5:00-5:45 pm
A - Purple	5-6 yrs	Rose Hunt & Emma Clark	Mon 4:00-4:45 pm
C - Green	5-6 yrs	Marty Ayres & Ashlee Dawson	Mon 5:00-5:45 pm
D - Navy	5-6 yrs	Tom Bertagnolli & Brian Jones/Paige Adriance	Mon 5:00-5:45 pm
E - Red	5-6 yrs	Jennifer Keizer-Hoback & Mike Pelela	Mon 5:50-6:35pm
G - Grey	5-6 yrs	Dora Harangozo & Kylie Watson	Tues 4:00-4:45 pm
H - Orange	5-6 yrs	Cooper Lock & Scott Holliday	Tues 5:00-5:45 pm
10 - Blue	7-10 yrs	Andrew Darby & Kirsten Richie	Mon 5:50-6:35pm
11 - Green	7-10 yrs	Kelly Haugsven/Lyle Haugsven	Mon 5:50-6:35pm
12 - Navy	7-10 yrs	Hunter Woodley & Melody Reed	Tues 5:50-6:35pm
13- Red	7-10 yrs	Erica Kairis	Tues 5:50-6:35pm



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Fall Outdoor Soccer Leagues Practice Schedule

Downer Fields

September 5 - October 13, 2023

Mondays: *NO GAMES FIRST WEEK OF PRACTICE

*** No practice Labor Day 9/4 - makeup practice on Wed 9/6 at regular scheduled practice time**

Mini Field 1:

4:00-4:45 pm: **Team 1**
5:00-5:45 pm: **Team 2**
5:50-6:35pm: **Team 4**

Mini Field 2:

4:00-4:45 pm: **Team A**
5:00-5:45 pm: **Team 3**
5:50-6:35pm: **Team 5**

Mini Field 3:

4:00-4:45 pm:
5:00-5:45 pm: **Team C**
5:50-6:35pm: **Team E**

Mini Field 4:

4:00-4:45 pm:
5:00-5:45 pm: **Team D**
5:50-6:35pm: **Team 10**

Mini Field 5:

4:00-4:45 pm:
5:00-5:45 pm:
5:50-6:35pm: **Team 11**

Tuesdays:

Mini Field 1:

4:00-4:45 pm: **Team 6**
5:00-5:45 pm: **Team 7**
5:50-6:35pm:

Mini Field 2:

4:00-4:45 pm: **Team G**
5:00-5:45 pm: **Team H**
5:50-6:35pm:

Mini Field 3:

4:00-4:45 pm:
5:00-5:45 pm: **Team 9**
5:50-6:35pm: **Team 12**

Mini Field 4:

4:00-4:45 pm:
5:00-5:45 pm:
5:50-6:35pm: **Team 13**



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Fall Outdoor Soccer League Game Schedule 2023

Squalicum Creek Park Field 3

September 5 - October 12, 2023

**Note no games first week of practice*

Wednesday 9/13

3-4yrs

5:00pm	5 v 3	Field 1
5:00pm	4 v 9	Field 2

5-6yrs

6:00pm	C v E	Field 1
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7-10yrs

6:00pm	10 v 12	Field 2
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Thursday 9/14

3-4yrs

5:00pm	1 v 2	Field 2
5:00pm	6 v 7	Field 1

5-6yrs

6:00pm	A v D	Field 2
6:00pm	G v H	Field 1

7-10yrs

6:00pm	11 v 13	Field 3
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Wednesday 9/20

3-4yrs

5:00pm	1 v 9	Field 2
5:00pm	2 v 3	Field 1

5-6yrs

6:00pm	A v E	Field 1
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Thursday 9/21

3-4yrs

5:00pm	4 v 6	Field 2
5:00pm	5 v 7	Field 1

5-6yrs

5:00pm	D v H	Field 3
6:00pm	C v G	Field 1

7-10yrs

6:00pm	10 v 11	Field 2
6:00pm	12 v 13	Field 3



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Wednesday 9/27

3-4yrs

5:00pm	1 v 5	Field 3
5:00pm	3 v 9	Field 1

5-6yrs

5:00pm	A v H	Field 2
6:00pm	C v D	Field 2

Thursday 9/28

3-4yrs

5:00pm	2 v 6	Field 2
5:00pm	4 v 7	Field 1

5-6yrs

6:00pm	E v G	Field 1
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7-10yrs

5:00pm	11 v 12	Field 3
6:00pm	10 v 13	Field 3

Wednesday 10/4

3-4yrs

5:00pm	3 v 7	Field 1
6:00pm	1 v 6	Field 1

7-10yrs

6:00pm	10 v 12	Field 2
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Thursday 10/5

3-4yrs

5:00pm	2 v 4	Field 1
5:00pm	5 v 9	Field 2

5-6yrs

5:00pm	C v H	Field 3
6:00pm	A v G	Field 2
6:00pm	E v D	Field 3

7-10yrs

6:00pm	11 v 13	Field 1
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Wednesday 10/11

3-4yrs

5:00pm	3 v 4	Field 2
5:00pm	1 v 7	Field 1

5-6yrs

6:00pm	A v C	Field 1
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7-10yrs

6:00pm	10 v 11	Field 2
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Thursday 10/12

3-4yrs

5:00pm	2 v 9	Field 3
5:00pm	5 v 6	Field 1

5-6yrs

6:00pm	D v G	Field 2
6:00pm	E v H	Field 3

7-10yrs

5:00pm	12 v 13	Field 2
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- **Games and practices are held at Downer Fields located by Arne Hanna. Check signage or game schedule upon arrival for field assignment.**
- **Please bring your own water bottles.**



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Fall Outdoor Soccer League Rules

Equipment

- Cleats and shin guards recommended but not required.
- No jewelry is to be worn: watches, rings, necklaces, and
- bracelets. Protective pads may be worn.

Team

- Each 3-4 year old team consists of 3 players. Each 5-6 year old team consists of four players: 3 forwards and one goalie. The 7-8 year old teams will consist of six players: five forwards and one goalie. Players can use any part of their body, except their arms and hands. The goalie may use his hands near the goal (no off sides in Y soccer).

Timing and Substitutions

- The game consists of two eighteen minute halves with three substitutions per half. (Play until end of scheduled time)
- Halftime is five minutes.
- The clock continuously runs except for an injured player or coaches' timeout.
- Substitutes may enter the game during a dead ball.

The Goalie

- The goalie may touch the ball with his hands only when near the goal
- The goalie may: drop kick the ball, place the ball on the ground and kick it, or roll/throw the ball to teammates.
- The goalie is to be left alone if: close to the goal or is in possession of the ball.

Restarting Play

- Goalie throw: awarded if the ball gets stuck behind the net.
- Throw in: awarded if the ball is unplayable at sidelines or out of bounds.

Personal Fouls

- Pushing or tripping others, striking or swinging out of control, kicking others deliberately, or holding onto others.
- Hand balls. Deliberately touching the ball with the arm or hands is a foul; using arms or hands to protect oneself from the ball is not a foul.
- Free kick is awarded to the opposite team in the event of a foul. A free kick should be at the location where the offense occurred, and the play does not restart until the ball clearly moves (*7-10 only).
- A corner kick is awarded when the ball goes out of play at either end of the soccer field after being last touched by a player from the defending team (*5-6 and 7-10yr only).

Team Fouls

- Dangerous play or obstructing the path of others..
- Misconduct.

No score will be kept in the YMCA's Soccer League.



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Fall Outdoor Soccer League Core Values

September 5 - October 12, 2023

At the YMCA we believe sports are a tool to help develop life skills and character. Each week of our season coaches will introduce a different life skill with their team and will talk about how it relates to their sport and to the rest of their life. Ask kids to come up with their own examples of what these values mean. At the end of each week coaches will pick a player who demonstrated that life skill the best to receive a certificate.

Week 1: Respect & Caring (Sept. 5 - 7)

Respect our teammates, coaches, equipment. Care for our teammates, coaches and opponents.

Week 2: Perseverance (Sept. 11 - 14)

Learning sports is hard but it's important to keep trying, have patience, and work hard to reach goals.

Week 3: Responsibility (Sept. 18 - 21)

Responsible for our actions, bodies, and belongings.

Week 4: Teamwork (Sept. 25 - 28)

Every player plays an important role together to reach a common goal.

Week 5: Honesty (Oct. 2 - 5)

Telling the truth but also about being real with yourself and others about who you are. Essential for creating trust within your team.

Week 6: Sportsmanship (Oct. 9 - 12)

The combination of respect, caring, responsibility, teamwork, honesty and perseverance. The result of good character throughout competition.

10 KEYS TO SUCCESSFUL COACHING

1. Energy Level:

- a. On a scale of 1-10, you need to be at an 11.
- b. We need to be excited and goofy with the kids.
- c. Your enthusiasm will keep them engaged.
- d. Have the kids get vocal. Have them yell as a group.
- e. Always have a smile on your face.
- f. Be loud and constantly encourage your kids - never stop with high fives.
- g. Great coaches are tired by the end of the day - you should be constantly moving and talking.

2. Where? What? Where? Repeat!

- a. 5..4...3...2....1. Use countdowns throughout the practice.
- b. Use attention grabbers to make sure kids are listening.
- c. Make sure to tell the kids where you want them to go, what you want them to do when they get there, and where you want them to come back to. Have them repeat it!

3. Show Don't Tell:

- a. If you need kids on a line don't ask or point, RUN up and DOWN the line.
- b. If you need them to get their balls, get yours with them!
- c. Before you run a new drill, have a kid help demonstrate before you run at full speed.

4. Use Common Sense.

- a. Never text or make phone calls
- b. Make sure the sun or distractions (parents) are behind the kids when you talk to them.
- c. Use appropriate language.
- d. Always be on time.

5. Learning Names:

- a. Nothing makes a kid feel better than when you remember their name.
- b. Nothing impresses a parent more.

6. Teaching:

- a. The kids are there to have fun while learning.
- b. Always use the Whole-Part-Whole teaching methodology.
- c. Use teaching cues that get down to their level. Ex. Basketball Shooting: hold the pizza pie, reach into the cookie jar, B.E.E.F. ect.
- d. Go slow - speak slowly. Make sure they understand.
- e. Focus on the positive actions and ignore the negative.
- f. Get the most out of your games/drills.
- g. Stop the game before they want to stop. Leave them wanting more.
- h. Sell the drill/skill/game.

7. Be Safe:

- a. Constantly count your kids.
- b. Consistently be thinking about safety concerns on the field/court.
- c. Take care of your equipment.
- d. Watch for strangers.
- e. Take breaks as a group.
- f. Watch for dehydration/injuries.

8. No Lines:

- a. Lines are the death of any coach. That's when acting out/boredom occurs.

9. Be Organized:

- a. Directors need to have the kids divided into groups prior to the camp start.
- b. Coaches need to bring a daily schedule each day.
- c. Breaks are to be taken as a group.
- d. Participant gear is placed in separate areas by group, balls in ball jails, etc.
- e. Transition the kids between every station, game and break.

10. HAVE FUN!

- a. It's contagious. You'll never have a better job. Enjoy it!

Soccer Coaching Cues and Drills

Ages 3-4yrs & 5-6yrs & 7+

*Coaches please add to this!

WARM UP 3-6yrs: Coach Says, 10 starfish worms, Run and Freeze like an animal! Train Ride around the field.

WARM UP 5-6: Mixture of both!

WARM UP 7-10yrs: Dynamic Stretches, footwork practice, sprinting patterns, free shoot.

Skills:	Dribbling	Ball Control	Passing	Shooting	Defense
<u>Coaching Cues:</u>					
3-4yrs	Puppy on a leash - if it gets too far away he runs off! Keep the puppy close!	Squish ball- squish ball with foot	Trap and pass. Touch the inside of foot, kick with this.	Kick with laces, put plant foot next to ball before kicking.	Defensive stance.
5-6yrs	Little Touches!	How do I keep my ball away from coach/player?	Cut to space, not the ball. Keep head up vision of field.	Touch your laces! *2 Rules No toes, No hands!	Always be between your opponent and the goal. Hustle back.
7-10yrs	Turn the ball and change direction.	-change direction, pass to teammate	What happens when we run to ball? -brings defense to ball makes it harder to pass & score!		

Drills 3-4yrs	Dribbling in traffic- cones or players (Mountains, snakes, fallen trees)	Dribbling around cones: go to different places. Toe touches and ball rolls	Pass with a partner, trap the ball to stop it first, stand on dots	Kicking Cones- player, steps on dot with plant foot and kicks ball to knock over cone with laces.	
5-6yrs	Turning around and change direction		Pass through doorway "cones" Pass through legs, legs of coach or players.	Give and go, line pass to coach, run to goal, coach passes back and player shoots. Shooting Spots- shoot from dots coach retrieves balls	Clearing balls - defense has to get balls out of scoring position, coach tosses them in
7-10yrs	Combination drills, dribble, change direction, pass, and shoot. Keeping head up. Zig Zag running with ball.	Footwork -Up over the ball with back foot, up over the ball with front foot, pulling the ball backwards with both feet, pushing ball forwards with both feet. Any agility training. Keeping head up!	4 corners passing- 4 cones in a circle, 3 players pass to the corner next to you and run to empty the cone. Wide partner passing -down the field run and pass, last pass scores -players stay wide!	Pass down the field and shoot. Shooting off bounce- Beating defenders and shooting.	Passing back to defense to advance on the other side of the field 1v1- Staying in front of offense 3v2- 3 offense 2 defense. Offense pass to open player to score defense tries to stay in front of ball.

Soccer Skills Drills/Game Breakdowns

3-4yrs & 5-6yrs & 7-10

Game:	Description:	Skills:
Go Score! 3-6yrs	Everyone scores at the same time, then moves the goal to a new location and have them go again.	Dribbling, shooting
Monster: 3-6yrs	Coach is monster kids have to run around inside the field to get away while dribbling	Dribbling
Magic Doorways: 3-4yrs	Kids dribble to magical places that they choose at 4 corners of the field!	Dribbling
Volcanoes: 3-6yrs	Kids dribble around cones trying not to erupt the volcanos!	Dribbling
Clean Up Your Room! 3-4yrs	Equipment scattered around both sides of the field, kids have to dribble down to pick up one at a time and bring it back with them and their ball! Can play once without the ball then add it.	Dribbling, Body Control
Follow the Leader: 5-6yrs	First done without the ball, follow the coach in the line and weave change directions then make players leaders - add ball	Dribbling, Body Control
Busy Bees: 3-6yrs	Players are "busy bees" dribbling around the beehive, the coach enters and players try to shoot stingers (the ball) at the coach to sting them!	Dribbling, Shooting
Kick The Cones:	Cones scattered around the field. Players run up to each cone, place plant foot next to it and kick with laces to knock the cone down! Coaches run to set up cones or have a player helper.	Dribbling, Shooting form
Hit The Coach:	Every time they hit the coach with the ball they get to pick the animal	Dribbling,

3-6yrs	the coach acts like.	Shooting
What Time is it Mr. Fox?: 3-6yrs	Standing in a line facing coach players ask "what time is it Mr. Fox?" Coach responds "6"! Kids dribble 6 times to the coach. Coach can call different numbers and also call Dinner time! And chase and try to eat the kids balls.	Dribbling
Tunnel: 3-yrs	Kids have to kick with the inside of their foot through the coaches legs through the tunnel! Then go and receive the ball and return to go again.	Passing
Red Light Green Light: 3-6yrs	Red light means stop and trap! Green light means GO little touches. Advance to Purple light roll ball side to side, yellow light, dribble in a circle! (this is hard!)	Dribblings, footwork
Keep Away: 3-12yrs	Kids keep the ball away from the coach!	Dribbling, Guarding
Jumping games: 3-6yrs	Obstacles, lily pads, sammy the snake, single hops, double hops, fast feet, balls lined up to kick and score in goal (add kicking form).	Body Control
Obstacle Course: 3-6yrs	Various goals, noodles, balls, dots and cones in a circle for the kids to go through! Use around the mountains, hop on the lilly pads, jump over sammy the snake, through the trees analogies.	Body Control

Hot Shots 3-6yrs	3 dots set up at both goals. Kids have to score as many times as possible, in 3min, from different dots at either goal. They have to shoot with laces and move to different dots every time for goals to count. Play again and kids have to beat their record together!	Shooting
Feed The Monkey: 3-6	Circle of cones in the middle of the field. Make a large circle around the cones with the soccer balls "banana". One coach "the monkey" stands in the middle of the cones. All of the players stand next to a ball and take turns feeding the monkey. Add defenders "zoo keepers" on the outside of the cones to keep the monkey from being feed.	Passing, trapping, defense
Treasure Island: 3-10	All balls in the middle. Players are pirates trying to steal balls and put them in goals. Player gets one ball at a time and tries to score it. Coaches are goalies. Can make it competitive with two teams or everyone on the same team.	Shooting
Ice Monster Tag: 5-10	Select two players to be the ice monsters. All other plays dribble around within the soccer field and avoid getting tagged by the ice monsters. Once a player is tagged they have to freeze in a trap position and can only be unfrozen once another teammate touches them.	Dribbling
Clear Your Backyard! 5-12yrs	Two teams in large field with two lines of cones in the middle of the field. Area between cones is the do not enter zone. All the balls lined up on the cones equally on both sides. When the coach yells go players run to kick the ball to the other side. Game goes for 3min. Whoever has the most balls on their side at the end loses. They can kick the ball as far as they can!	Defense, clearing

Numbers Game 5-12yrs	Team split into 2 teams, one team with pennies. Each player on the team is given a number, the same numbers to other team. Coach throws the ball into field and calls a number (1), the player that is (1) from both teams comes on to play 1v1 until the ball goes out of bounce or someone scores. After that the play is over the kids go back to their side and the coach calls a new number. Coach can call two numbers to make 2v2 or all numbers to make a full scrimmage. Can add throw ins, or goalies as well. Encourage team names and cheering!	Scrimmage
World Cup 5-10yrs	Pair team in partners. Each partner chooses a country. Toss a ball in and players try to score. Whoever scores comes off. The last country to not score is eliminated and a new round starts. Keep going until last team is left, winner of the world cup!	Scrimmage

Please add Other resources you find here!

<https://www.soccerxpert.com/drills/details/world-cup-soccer-drill>

https://www.youtube.com/watch?v=mQ_hbsZmd7M

BASIC FIRST AID INFORMATION

Even when everyone works to prevent emergencies, injuries and illness do occur anywhere and at anytime. It is important **all YMCA staff** have a basic understanding of the general procedures for injury and sudden illness. As YMCA staff you will be required to know and correctly respond to emergencies covered in this handout.

Know location of first aid supplies. Always follow precautions to prevent disease transmission such as using disposable gloves and breathing barriers.

Most Common First Aid Situations

Injuries to Muscles, Bones And Joints

Injuries to muscles, bones and joints are common athletic injuries. There are four types of muscle, bone and joint injuries: fractures, dislocations, sprains and strains. You do not need to know the type of injury because the care you give is the same. Individuals are rarely unconscious and will let you know if they wish for 911 to be called.

- Provide a cold pack or ice to affected area and elevate the injury above the level of the heart to control swelling.
- If the victim is leaving the scene with assistance from family or a friend, immobilize the injured body part by supporting the area above and below injured area.
- Try to keep the victim from leaving the premises alone. Encourage them to call a friend or family member for assistance.

Cuts and Abrasions

Cuts and abrasions are soft tissue injuries to the skin. If a cut is deep, call victim's friend or family member or call 911 for assistance.

- Cleanse affected area thoroughly with soap and warm water - do not cleanse severe open wounds.
- Apply direct pressure to wound until bleeding stops - pinch open cut closed and bandage.
- Put a sterile bandage on wound to protect it from infection.
- For more serious wounds, cover with sterile gauze pad and cover the dressing with a roller bandage and tie knot directly over the wound.
- Direct pressure and elevation will help control bleeding.

Fainting and Sudden Illness

Many different sudden illnesses have similar signs and symptoms. These include feeling light headed or dizzy, sweating or weakness, nausea and pale, clammy skin.

- If a victim is not fully conscious always call 911 for assistance.
- Keep the victim lying down with head lowered and legs elevated.
- Loosen any tight clothing.
- Apply cool damp cloths to face and neck.
- Do not let the victim leave the premises alone, call a friend or family member for assistance.

Shock

Any serious injury or illness can cause the condition known as shock. Shock is a natural reaction by the body. It usually means the victim's condition is very serious. Symptoms include: rapid breathing, rapid pulse, pale coloring, restlessness and changes in consciousness.

- Call 911 for assistance.
- Monitor victim's airway, breathing and circulation.
- Control any external bleeding from an injury.
- Keep the victim from getting chilled or overheated.
- Elevate the legs if a head, neck, or back injury is not suspected.
- Comfort and reassure the victim until emergency medical personnel arrive and take over.
- Do not give food or drink to a victim of shock.

You may see a variety of injuries or illnesses in a public environment like the Y. People can be injured and become ill in many ways, and part of your job is to assist them effectively until emergency medical personnel arrive and take over. Remember you have a duty to respond, and your role is important for the safety and well-being of patrons of the Y. All staff are encouraged to seek First Aid and CPR training.

CONCUSSION IN YOUTH SPORTS

A fact Sheet for PARENTS and COACHES

WHAT IS A CONCUSSION?

A concussion is a brain injury. Concussions are caused by a bump or blow to the head. Even a "ding/" "getting your bell rung," or what seems to be a mild bump or blow to the head can be serious.

You can't see a concussion. Signs and symptoms of concussion may show up right after the injury or not appear or be noticed until days or weeks after

the injury. If your child reports any symptoms of concussion, or if you notice the symptoms yourself, seek medical attention right away.

WHAT ARE THE SIGNS AND SYMPTOMS OF A CONCUSSION?

Signs Observed by Parents or Guardians

If your child has experienced a bump or blow to the head during a game or practice, look for any of the following signs and symptoms of a concussion:

- Appears dazed or stunned
- Is confused about assignment or position
- Forgets an instruction
- Is unsure of game, score, or opponent
- Moves clumsily
- Answers questions slowly
- Loses consciousness (even briefly)
- Shows behavior or personality changes
- Can't recall events prior to hit or fall
- Can't recall events after hit or fall

Symptoms Reported by Athlete

- Headache or "pressure" in head
- Nausea or vomiting
- Balance problems or dizziness
- Double or blurry vision
- Sensitivity to light
- Sensitivity to noise
- Feeling sluggish, hazy, foggy, or groggy
- Concentration or memory problems
- Confusion
- Does not "feel right"

HOW CAN YOU HELP YOUR CHILD PREVENT A CONCUSSION?

Every sport is different, but there are steps your children can take to protect themselves from concussion.

- Ensure that they follow their coach's rules for safety and the rules of the sport.

- Encourage them to practice good sportsmanship at all times.

- Make sure they wear the right protective equipment for their activity (such as helmets, padding, shin guards, and eye and mouth guards). Protective equipment should fit properly, be well maintained, and be worn consistently and correctly.

- Learn the signs and symptoms of a concussion.

WHAT SHOULD YOU DO IF YOU THINK YOUR CHILD HAS A CONCUSSION?

1. Seek medical attention right away. A health care professional will be able to decide how serious the concussion is and when it is safe for your child to return to sports.
2. Keep your child out of play. Concussions take time to heal. Don't let your child return to play until a health care professional says it's OK. Children who return to play too soon—while the brain is still healing—risk a greater chance of having a second concussion. Second or later concussions can be very serious. They can cause permanent brain damage, affecting your child for a lifetime.
3. Tell your child's coach about any recent concussion. Coaches should know if your child had a recent concussion in ANY sport. Your child's coach may not know about a concussion your child received in another sport or activity unless you tell the coach.

It's better to miss one game than the whole season.



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Concussion Information Sheet WHATCOM FAMILY YMCA

A concussion is a brain injury and all brain injuries are serious. They are caused by a bump, blow, or jolt to the head, or by a blow to another part of the body with the force transmitted to the head. They can range from mild to severe and can disrupt the way the brain normally works. Even though most concussions are mild, all concussions are potentially serious and may result in complications including prolonged brain damage and death if not recognized and managed properly. In other words, even a “ding” or a bump on the head can be serious. You can’t see a concussion and most sports concussions occur without loss of consciousness. Signs and symptoms of concussion may show up right after the injury or can take hours or days to fully appear. If your child reports any symptoms of concussion, or if you notice the symptoms or signs of concussion yourself, seek medical attention right away.

Symptoms may include one or more of the following:	
<ul style="list-style-type: none">• Headaches• "Pressure in head"• Nausea or vomiting• Neck pain• Balance problems or dizziness• Blurred, double, or fuzzy vision• Sensitivity to light or noise• Feeling sluggish or slowed down• Feeling foggy or groggy• Drowsiness• Change in sleep patterns	<ul style="list-style-type: none">• Amnesia• "Don't feel right"• Fatigue or low energy• Sadness• Nervousness or anxiety• Irritability• More emotional• Confusion• Concentration or memory problems (forgetting game plays)• Repeating the same question/comment

Signs observed by teammates, parents and coaches include:	
<ul style="list-style-type: none">• Appears dazed• Vacant facial expression• Confused about assignment• Forgets play• Is unsure of game, score, or opponent• Moves clumsily or displays incoordination• Answers questions slowly	<ul style="list-style-type: none">• Slurred speech• Shows behavior or personality changes• Can't recall events prior to hit• Can't recall events after hit• Seizures or convulsions• Any change in typical behavior or personality• Loses consciousness

Volunteer Guidelines

WHATCOM FAMILY YMCA

1. Provide for the safety of the children at all times:
 - a. Will have basic first-aid equipment at all times.
 - b. Will make sure a responsible adult is with the kids at all times.
 - c. Will be aware of the nearest phone.
2. Provide a positive role model:
 - a. Will use appropriate and positive language around children at all times.
 - b. Will not smoke in the presence of program participants.
 - c. Will not be under the influence of alcohol or drugs during any YMCA sponsored event.
 - d. Will attempt to be responsible for behavior of parents in the event their behavior is not appropriate
3. Plan and prepare lessons for practices:
 - a. Will be physically and mentally prepared for practice (i.e. proper equipment, know practice site and time, lesson plan prepared, etc.)
 - b. Each practice will help children learn and improve their skills.
4. Make practice fun as well as instructional:
 - a. Each practice session should consists of the following:
 - i. Warm-up
 - ii. Skill development games
 - iii. Game or modified game
5. Participate in Orientations and Trainings:
 - a. Will be familiar with, and follow, the YMCA program goals, objectives and philosophy.
6. Find own replacement:
 - a. If absent will have assistant coach or other responsible parent fill in.
 - b. Will make every effort not to cancel practice.
7. Contact the YMCA Youth Sport Coordinator immediately in the vent of an emergency, and you are unable to continue your coaching obligation:

These expectations have been written to ensure the Whatcom Family YMCA has the highest quality of coaches working with our children. Thank you for your time and effort, and have a great season!

I have read, understand, and agree to follow the Whatcom Family YMCA Volunteer Coach expectations.

Signature

Date

CHILD/ADULT ABUSE RECORD SEARCH GUIDELINES

Refer to Revised Code of Washington (RCW) 43.43.830-43.43.845 for complete information. Child/Adult Abuse Information Act background checks may be conducted by Washington State businesses or organizations. Other states must conduct searches under the Criminal Records Privacy Act, RCW 10.97.

1. Searches may be conducted only on prospective employees, volunteers, or adoptive parents.

Background checks may be conducted on prospective employees, volunteers, or adoptive parents who will or may have unsupervised access to children under sixteen years of age, developmentally disabled persons, or vulnerable adults. The background check is for initial employment decisions only.

Background checks on current employees or volunteers should be done through the Criminal Records Privacy Act, RCW 10.97.

2. Applicants must be notified an inquiry may be made.

A business or organization shall not make an inquiry to the Washington State Patrol unless the business or organization has notified the applicant who may be offered a position as an employee or volunteer that an inquiry may be made.

3. A business or organization must prepare a disclosure statement to be signed by the applicant before a background check may be conducted.

A business or organization shall require each applicant to disclose whether the applicant has been:

- (a) Convicted of a crime;
- (b) had findings made against him or her in any civil adjudicative proceeding;
- (c) has both a conviction and findings made against him or her.

4. Applicants must be notified of the response.

The requesting agency shall notify the applicant of the Washington State Patrol's response within ten days after receipt. The employer shall provide a copy of the response to the applicant and shall notify the applicant of such availability.

Notes:

- "Business or organization" means a person, business, or organization licensed in this state, any agency of the state, or other governmental entity, that educates, trains, treats, supervises, houses, or provides recreation to developmentally disabled persons, vulnerable adults, or children under sixteen years of age, or that provides child day care, early learning, or early learning childhood education services, including but not limited to public housing authorities, school districts, and educational service districts.
- The business or organization shall use this record only in making the initial employment or engagement decision. Further dissemination or use of the record is prohibited. A business or organization violating this subsection is subject to civil action for damages.
- Responses are limited to **Washington State records only.**

NOTE: The requested record information is furnished solely on the basis of name and/or description similarity with the subject of your inquiry. Positive identification or non-identification can only be effected upon receipt of fingerprints.

Child Abuse Reporting Procedures

The YMCA promotes a positive guidance and discipline policy with an emphasis on positive reinforcement, redirection, prevention and the development of self-discipline. At no time will the following disciplinary techniques be tolerated: physical punishment, striking, biting, kicking, squeezing, shaming, withholding food or rest-room privileges, confining children in small locked rooms, or verbal or emotional abuse.

Affectionate touch and the warm feelings it brings are important factors in helping a child grow into a loving and caring adult. YMCA staff and volunteers, however, need to be sensitive to each person's need

for personal space (i.e., not everyone wants to be hugged). The YMCA encourages appropriate touch; at the

same time, however, it prohibits inappropriate touch or other means of sexually exploiting children.

In the event of an accusation of child abuse, the YMCA will take prompt and immediate action as follows:

1. At the first report or allegation that child abuse has occurred, the employed staff person it has been reported to will notify the program director, who will then review the incident with the YMCA executive director or his or her designate. If the program director is not immediately available. This review by the supervisor cannot in any way deter the reporting of child abuse by the mandated reporters. Most states mandate that all teachers and child care providers report information they have learned in their professional roles regarding suspected child abuse. In most states, mandated reporters are granted immunity from prosecution.
2. The YMCA will make a report in accordance with relevant state or local child abuse reporting requirements and will cooperate to the extent of the law with any legal authority involved. (Note: YMCA staff should find out about reporting requirements before the occurrence of any incident.)
3. In the event the reported incident involves a program volunteer, employed staff, or YMCA member, the executive director will immediately, without exception, suspend the volunteer or staff person from the YMCA until an investigation is complete. Accused should be suspended immediately and removed from the program in which the allegation occurred.
4. The parents or legal guardian of the child or children involved in the alleged incident will be promptly notified in accordance with the directions of the relevant state or local agency. If more than one set of parents is involved (e.g., child on child abuse), the YMCA's responsibility is to keep the names and contact information of those involved confidential. People may learn that information some other way, such as through other children, but YMCA staff and volunteers should not provide it. The YMCA needs to protect itself from disclosing information on a minor.
5. Whether the incident or alleged offense takes place on or off YMCA premises, it will be considered job related (because of the youth-involved nature of the YMCA).
6. Reinstatement of the program volunteer, employed staff person or YMCA member will occur only after all allegations have been cleared to the satisfaction of the executive director or his or her designate.
7. All YMCA staff and volunteers must be sensitive to the need for confidentiality in the handling of this information and therefore should discuss the incident only with the executive director or his or her designate.
8. All full-time and part-time employees and program volunteers must read and sign this policy.

Signature

Date

Code of Conduct for YMCA Staff and Volunteers

1. To protect YMCA staff, volunteers, and program members, at no time during a YCMA program may a staff person be alone with a single child where he or she cannot be observed by others. As staff supervise children, they should space themselves in such a way that other staff can see them.
2. Staff shall never leave a child unsupervised.
3. Restroomsupervision:Staffwillmakesuretherestroomisnotoccupiedbysuspiciousor unknown individuals before allowing children to use the facilities. Staff will stand in the doorway of the rest room while children are using the rest room. This policy allows privacy for the children and protection for the staff (not being alone with a child). If staff are assisting younger children, doors to the facility must remain open. No child, regardless of age, should ever enter a bathroom alone on a field trip or at other off-site location. Always send children in threes (known as the rule of three), and whenever possible, with staff.
4. Staffshouldconductorsuperviseprivateactivitiesinpairs–diapering,puttingonbathing suits, taking showers, and so on. When this is not feasible, staff should be positioned so that they are visible to others.
5. Staff shall not abuse children in anyway, including
 - a. Physical abuse: striking, spanking, shaking, slapping and soon;
 - b. Verbal abuse: humiliating, degrading, threatening and so on;
 - c. Sexual abuse: touching or speaking inappropriately;
 - d. Mental abuse: shaming, with holding kindness ,being cruel, and soon;
 - e. Neglect: withholding food, water, or basic care.
 - f. No type of abuse will be tolerated and may because for immediate dismissal.
6. Staffmustusepositivetechniquesofguidance,includingredirection,positivereinforcement and encouragement rather than competition, comparison and criticism. Staff will have age-appropriate expectations and set up guidelines and environments that minimize the need for discipline. Physical restraint is used only in predetermined situations (when necessary to protect the child or other children from harm), administered only in a prescribed manner, and must be documented in writing.
7. Staff will conduct a health check of each child upon his or her arrival each time the program meets, noting any fever, bumps, bruises, burns and so on. Questions or comments will be addressed to the parent or child in a nonthreatening way. Staff will document any questionable marks or responses.
8. Staff will respond to children with respect and consideration and treat all children equally, regardless of sex, race, religion, culture, economic level of the family, or disability.
9. Staff will respect children’s rights not to be touched or looked at in ways that make them feel uncomfortable, and their right to say no. Other than diapering, children are not to be touched on areas of their bodies that would be covered by a bathing suit.
10. Staff will refrain from intimate displays of affection toward others in the presence of children, parents and staff.
11. Staff are not to transport children in their own vehicles or allow youth participants old enough to drive to transport younger children in the program.

Signature

Date

