



FASTBALL ASSOCIATION OF
ST. ALBERT

REP LEAGUE
COACHES HANDBOOK

2010

2009/2010 Executive

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Spring is here and *Fastball* season is upon us!

My name is Dani Beaubien. I am the president of Fastball St. Albert. I have been a member of Fastball St. Albert for many years and I am committed to this organization, the coaches and the players. I love the game!!

We would like to welcome back all of the coaches from last year and extend a welcome to the new coaches. We are all looking forward to working with you in providing a fun filled season of fastball for the kids, parents and of course – ourselves.

On behalf of myself and the Executive, thank you for volunteering as a coach. Have a great season! I look forward to seeing you and your team on the diamonds.

My name is Patti Durocher and I am your Rep League Director for the 2010 fastball season. I will be your main contact for any issues or challenges you may encounter with FSA or EYSA.

Feel free to contact me if you have any questions.

Player, Parent, Coach and Spectator Code of Conduct

A Code of Conduct is found at the end of the handbook. This document outlines the responsibilities of the different participants (ie. Coaches, players, parents and spectators)

It is important to review and to ensure that all parents receive a copy of this at the beginning of league play. You will receive printed copies for the parents when you pick up your equipment.

Important Dates for this Season

Equipment Pickup: To be arranged with Equipment Director

Tiering Tournament: **April 24-25** – Henry Singer Diamonds

EYSA Coach meeting/Schedule pick-up: **April 28, 2010 - 7:00 p.m. @ Calder Hall**

(One coach per team must attend)

Provincial Registration Deadline **June 1**

St. Albert Rep Invitational Tournament: **June 11-13**

City Finals: **June 23-27**

Equipment, Green Bin Key and Uniform Return: **July 30** for all teams except Bantam A which is **August 9th** following Westerns and Nationals.

1. Coaches must ensure that all parents read and are aware of the Parent and Player Rules of Conduct. **Inappropriate conduct toward Umpires and Coaches will not be tolerated.**
2. Rep League follows the rules for the Division that they will play in (EYSA, Woman's league). EYSA has a mandatory coaches meeting prior to the season starting. A handbook with all the playing rules, contact numbers, and important dates are given at this meeting.
3. A \$25.00 tryout fee will be charged and FSA registration form must be filled out for each person trying out for your team. If players try out for two St. Albert teams they will be charged twice.
4. FSA will pay for each team to have up to 4 shared sessions at Servus Place (approximately \$440.00 per season) for tryouts, league fees to enter NW Zone and for umpire fees for the season (They must submit receipts to FSA for reimbursement). Teams are responsible to pay their own entry into provincials.
5. Coaching Qualifications. All Rep team Head Coaches **must have** their NCCP Level 1 Certification for Softball as of their first pitch of the first game of the season. FSA will pay for this course if the coach agrees to coach for one year following. FSA will also pay for coaches of Peewee A and Bantam A to take the NCCP Level 2 course as they will require this if their team advances to Westerns or Nationals.
6. Intervention record checks (through Alberta Children and Youth Services) will be required by all coaches and assistant coaches.
7. Team budgets must be submitted to the Rep League director at the beginning of the tryout season. The FSA Executive wants to ensure that parents are aware of the level of financial commitment required at the beginning of the tryout process.
8. Parent / Coach meeting must be held at the beginning of the season to ensure that the coaches and parents have discussed the finances and the direction of the team will be pursuing for the season (tournaments, fundraising, etc.)
9. All injuries must be reported to the Rep League Director or President to ensure that proper insurance forms are completed in a timely manner. All insurance claims must be reported within 24 hours. A PDF of the insurance claim form

can be obtained from Softball Alberta' website at the following web address:
<http://www.softballalberta.ca/forms/>

10. St. Albert Invitational Tournament (Rep League Tournament) is scheduled for June 11-13 at the Meadowview diamonds. All teams are expected to enter this free tournament. Each team must submit names of individuals who will help the Tournament Director with the work related to this tournament. All parents and players are expected to work at this tournament. Teams will receive money back from the profit of this tournament.
11. Year End financial statements must include an Income/Expense statement and must be submitted to the Rep League Director by September 1 at the latest. The statements must show that the team account is brought down to zero (all seed money returned to FSA and any unused funds must be returned to the parents). The statements must include a list of all the expenses (cheques) and income for the entire year. All parents must get a copy of this.
12. Any equipment that is purchased by teams through team fees or fundraising must be reflected in the teams Income/Expense statement each year and becomes the property of FSA once the coach leaves FSA.
13. If a team is going to fundraise where a license from Alberta Gaming is required, the team must first seek and obtain approval from the Executive of Fastball St. Albert before applying for the license.
14. FSA Webpage. Please contact the IT Director to help get your info onto the website. You can also use programs such as TeamSnap to manage your team via email for a nominal charge.

City of St. Albert Facility Line (459-1568)

The City of St. Albert maintains a telephone service (Facility Line), which provides the status of the ball diamonds in the city. If the weather has been uncooperative, the City will **NOT** allow the use of the ball diamonds. Please call this service line after 4:00 p.m. to ensure that the ball diamonds are in playable condition. **NO EXCEPTIONS to the City directive!**

The URL is: <http://www.stalbert.ca/sport-field-closures-conditions>

City of Edmonton rain out line 780-496-4999

<http://www.edmonton.ca>

<http://www.fastballstalbert.com>

Equipment & Uniforms

1. All players at the Peewee and Bantam level will receive a jersey, shorts, pants and a belt. All players at the Mite and Squirt level will receive a jersey, pants and a belt. Hats are available for purchase. Contact Equipment/ Uniform Director.
2. All catchers are required to wear an athletic support with protective cup, which is not supplied by Association. Umpires will do periodic checks to ensure compliance.
3. Helmet cages are mandatory and helmets are to be supplied by each player.
4. Each team will receive a bag of bases, equipment bag and First Aid Kit. All will be itemized on a sign-out sheet. Keep your copy of the Equipment Sign-out Sheet, as it will be required when you return gear at the end of the season.
5. All teams have access to indoor and outdoor pitching machines/balls, as well as a sliding matt. Please contact the Equipment Director to sign them out. All practice Equipment that is signed out must be returned to the Equipment Director the day immediately following its use. All generators MUST be returned FULL of fuel, ready for its next user. Any problems with equipment must be immediately brought to the Equipment Director's attention.
6. Each team MUST provide the Equipment /Uniform Director with the name, phone number and email address of the Uniform Parent. These representatives will be responsible to see that all uniforms are returned as a team in good CLEAN order. It will be the discretion of the Uniform Director to RETURN any uniforms to the Uniform parent for further cleaning.
7. From time to time, the equipment might need to be repaired or replaced due to the normal wear and tear that happens during the season. Contact the Equipment Director immediately if you have equipment that needs attention.

Uniform Deposit

A postdated cheque for \$50.00 and dated July 30th is required from each player before they receive a uniform. Please make the cheques payable to Fastball St. Albert. These cheques will not be cashed unless the uniform is not returned, or is not in good 'clean' order or is damaged from misuse. All cheques will be destroyed once all uniforms have been accounted for and met standards set by FSA.

Thank you for your cooperation and assistance!

Ball Diamond Dimensions

Mites

Base Lines	45 feet
Pitching	30 feet
Diagonal	63 feet 8 inches

Squirts

Base Lines	55 feet
Pitching	35 feet
Diagonal	77 feet 9 inches

Pee Wee

Base Lines	60 feet
Pitching	38 feet
Diagonal	84 feet 10 inches

Bantam/Midget

Base Lines	60 feet
Pitching	40 feet
Diagonal	84 feet 10 inches

Diamond set-up is the responsibility of the home team.

Freedom of Information and Protection of Privacy Act & Personal Information Protection Act – FOIP/PIPA

The Fastball St. Albert Association takes every measure to not disclose any personal or private information unless it is required for the person to perform their duties. Information is shared on an as-needed basis.

Can photographs be taken at public events?

Yes. When players participate in a public event on a public field there is no expectation of privacy. It is not, therefore, considered to be an unreasonable invasion of an individual's privacy to publish photographs that provide evidence of individual participation at a public event. Nevertheless, the association will conduct itself in a professional manner.

Where can I go for more information?

The Freedom of Information and Protection of Privacy Act website is located at <http://foip.alberta.ca>.

The Personal Information Protection Act website is located at <http://pipa.alberta.ca>.

General Information

Rainmaker Rodeo Parade – (If you would like to assist with organizing please contact Dani Beaubien)

Each year, we have an entry in the Rainmaker Rodeo Parade. All players are welcome to participate and walk in the parade. Each team is responsible for their players and must provide a parent volunteer to walk with their team. Additional information will be provided prior to the parade.

Corporate Sponsors

Please contact the Fundraising Director if you are aware of any interest in corporate sponsorship.



Code of Conduct

- Profanity will not be tolerated on or off the playing field.
- Smoking is not allowed on the playing field before, during or following the game.
- Illegal drug use and consumption of alcohol are prohibited at all times. Their use will be reported to police and parents.
- Abuse of players, coaches, umpires and volunteers by anyone including spectators is not tolerated and will be dealt with accordingly.
- Any player violating the conduct rules will be released from the team without a refund of fees.
- Anyone violating any rules can and will be asked to leave the game field by the umpire.
- Repeat violations of the rules will be brought to the attention of the Executive for action and could result in a permanent ban from attending any league event.

Player...

It isn't whether you win or lose, but how you play the game!

- Play for the "fun of it", not to please your parents, coaches or friends.
- Play by the rules.
- Never argue with an official's decision. Let the coach ask any necessary questions.
- Control your temper - no "mouthing off", throwing bats or other equipment.
- Work equally hard for yourself and for your team - your team's performance will benefit and so will yours.
- Be a good sport. Cheer all good plays, whether your team's or the opponent's.
- Treat all players the way you would like to be treated. Don't interfere with, bully or take unfair advantage of any player.
- Remember that the goals of the game are to have fun, improve your skills and feel good. Do not be a show-off and do not put down anyone else.
- Cooperate with the coach, your team mates, opponents and the umpires, for without them you don't have a game.

Parents...

Where does a child learn to be a "good sport"? At home. By the time a child joins a team, a sense of sportsmanship (or lack thereof) is already well established.

- Do not force an unwilling child to participate in sports.
- Remember children are involved in sports for their enjoyment, not yours.
- Encourage your children to always play by the rules.
- Teach your child that honest effort is as important as victory so that the result of each game is accepted without undue disappointment.
- Turn defeat into victory by helping your child to work towards skill improvement and good sportsmanship. Never ridicule or yell at your child for making a mistake or losing a competition.
- Remember that children learn best by example. Applaud good plays by your team and by members of the opposing team.
- Do not publicly question the official's judgment and never question their honesty or integrity.
- Support all efforts to remove verbal and physical abuse from children's sporting activities.
- Recognize the value and importance of volunteer coaches and umpires. They give their time and resources to provide recreational activities for your child.

Fans don't play fair when they mistake children at play for professional entertainers.

- Remember that children play organized sports for their own fun. They are not there to entertain you, and they are not miniature pro athletes.
- Be on your best behavior.
- Applaud good plays by your own team and the visiting team.
- Show respect for your team's opponents. Without them there would be no game.
- Never ridicule or scold a child for making a mistake during a competition.
- Condemn the use of violence in all forms.
- Respect the official's decisions.
- Encourage players always to play according to the rules.

* Samples of Parent letter, parent meeting agenda, budget and volunteer sign up *



Parents Meeting Agenda

1. Introductions
2. Coaching Philosophy
3. Player /Parent Responsibilities
4. League Play
5. Practices
6. Tournaments
7. Attendance
8. Nutrition
9. Equipment Requirements
10. Medical Forms
11. Parent Volunteers
12. Budget
13. Fundraising
14. Questions / Discussion



Equipment Requirements

1. Water Bottle – 1 provided free from FSA
2. Navy Batting Helmet w/ Face Guard
3. Long Sleeve Shirt – White Underarmour –
4. Navy Ball Socks
5. Ball Cleats – No Steel Cleats
6. Ball Hats – \$15 – to be Purchased from FSA
7. Catchers: Pelvic Protector
8. No Jewelry

Recommended:

1. Batting Gloves
2. Mouth Guard Recommended especially for Pitchers and Infielders
3. Sun Screen
4. Bug Spray
5. Equipment Bag

Uniform Policy per Fastball St. Albert:

Uniform Deposit Required: Please make it clear to your parents that a deposit of \$50.00 per uniform is required, and that a uniform is not to be provided until you have this deposit. Deposit cheques are to be post dated to July 30th, and must be collected by the uniform manager of each team. The deposit cheques should include the player's name and the player's jersey number. Cheques will be kept by FSA Uniform / Equipment director and will be destroyed with return of the complete clean and undamaged uniform. Uniforms not returned by the requested return date will result in the deposit of that player's cheque.

Uniform Return Date: July 31st (includes all components of the uniform provided by the association - jersey, shorts / pants, belts)

Uniforms should be returned to the team uniform manager, followed by delivery to FSA Uniform Equipment Director on or before the 31st of July.



Preliminary Budget – Please note these are all Estimates

Expenses

Tournament Entry Fees
Winter Batting cage
Winter gym space
Servus Place usage
FSA Registration fees
Provincial Registration fees
Umpires
Clothing Allowance
Umpires
Misc – Social, lunches, photos

Income

Team Registration fees
St. Albert Invitational Tournament Share
Fundraising
Bingos
Sponsorship



Parent Volunteer List

Manager /Treasurer _____

Scorekeeping _____

Scorekeeping Alternate _____

Fundraising

Medical Charge Person _____

Photographer _____

Web Site (optional) _____

Apparel Coordinator _____



Congratulations to all the players selected for St. Albert (Enter Age category) Angels Fastball Team! We are sure that will prove to be a valuable experience for all. We would like to outline some of our philosophy with you.

The Angels philosophy that guides all activities involving our team is based on the following virtues:

**TRUST
COMMITMENT
DEDICATION
LOYALTY
RESPECT
ENTHUSIASM**

As part of this fastball team you can accept the responsibility of maintaining and representing our positive team image by:

1. Appreciating the efforts of all teams.
2. Demonstrating respect for all athletes, coaches, officials and parents.
3. Recognizing that coaching decisions are to be left to the coaches
4. Communicating respectfully at all times to coaches and helpers of the team.
5. Encouraging positive fan supports as it elevates the athletic performance of our athletes.

Parent / Coach Relationship

Both parenting and coaching are extremely difficult jobs. By establishing and understanding the responsibilities of each position, we are better able to accept the actions of the other and provide greater benefit to our players.

Appropriate concerns to discuss with the coaches include:

1. The treatment of your child mentally and physically.
2. Ways to help your child improve
3. Concerns about your child's behavior

Coaches are individuals who try to continually educate themselves and volunteer their time to a sport that they are passionate about. They make judgment decisions based on what they believe to be the best for all players involved. As you have seen from the list above, certain things can be discussed with your daughter's coach. Other things, such as those on the following list must be left to the discretion of the coaches:

1. Playing time
2. Team Strategy
3. Play calling
4. Other players

By being a member of a team, regardless of time spent in actual competition, a person can learn many valuable lessons. The lessons are lifelong lessons and include citizenship, sportsmanship, appreciation of good play by an opponent, working together to meet team goals, responsibility and commitment to your team and community, trust, loyalty, placing the team above self, learning to accept instruction and criticism, respect for others, winning and losing with dignity, self-control, and being responsible for one's own actions.

We sincerely hope this helps in understanding the goals and philosophies of this competitive program with the (enter age category) Angels. If you have any questions or concerns, please free to discuss these with the coaching staff.

Yours in sport,