



Rookie Rec Hoops League



COACHING MANUAL

16028 – 127th Street/Lemont, IL 60439
Office #1-630-257-6787x 3009
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Parents/Coaches:

Welcome to Lemont Park District's Rookie Rec Hoops League. We hope everyone has fun. The league will be competitive as well as educational. As we begin, here is some information and rules we think you should know.

1. You are responsible for any children that you bring to the practice/game. Children must be supervised when using the restrooms.
2. Extra basketball hoops are not to be used.

It's a safety thing

3. Only water or Gatorade/Powerade in the Gym. **No food, gum, coffee etc.**
4. **Always walk around the perimeter of the basketball courts.** This will help keep the courts clean and safe.
5. Please cheer everyone on, remain positive and save criticism for the proper venue.
6. Parents and all families are responsible for setting an example of sportsmanship and are responsible for their behavior and the behavior of their children.
7. Please know that the parents who have volunteered to coach your son or daughter have committed their time in many ways:
 1. Practice and games
 2. Agreed to a criminal back-ground check
 3. Agreed to review basketball rules and learn strategies for teaching children - another few hours.
 4. Are doing this for **all** the kids.

COACHES:

House Rules

- ❖ NO score keeping
- ❖ League will begin on the day you are registered for (Wednesday Jan.8th or Thursday Jan. 9th)
 - Games are always on your designated day (Wednesdays or Thursdays)
 - Time slots will be 5:30-6:30pm or 6:45-7:45pm (fluctuate week to week)
 - 1st week is Practice only
 - Rest of the season the 1 hour time slot will be designated for practice and for the two teams to scrimmage against one another
- ❖ Games will be at the CORE
 - The court will be split in half and there will be 1 team practicing on each of the half courts, the two teams will play against each other on a full court
 - Coaches will agree upon length of scrimmage, whether quarters or halves
 - Basketballs will be available to be used for practice
 - Scoreboards will be present to use for clock
 - No free throws
 - Man to Man defense will be implemented with the use of colored wristbands that each team will receive
 - While on defense, players must remain in the paint and have at least 1 foot in the paint
 - Jump Balls will begin every game
 - Rotate which player will bring up the ball up the court so every kid gets an opportunity to do so
 - Rotate players so everyone gets playing time
 - Enforcing the rules
 - Coaches will enforce fouls but players will not foul out
 - Players will be taught why they can't Travel/Double Dribble
 - Stealing will be allowed but will be monitored and player matchups will be changed as needed so the same kids don't get the ball stolen every time
 - Clock will be stopped during major calls and play will restart with the ball being checked out and brought up the court

- ❖ Each team will be allowed two (2) time outs per game. (30 seconds)

Technical Fouls: **Should not apply as this is an INSTRUCTIONAL league**, however,

- Explain a Technical foul to your player if they do something to the other player that warrants a “T”. (e.g. flagrant foul or outright push from behind)
- Explain they could also be ejected/tossed out of a game because of the “T”
- Coaches are responsible for their fans.

EQUIPMENT

- T-shirt & gym shoes for practices
- Shoes - rubber soled shoes are suggested. **NO BLACK SOLES** or **HARD SOLED GYM SHOES**. During the snowy, rainy months, please **DO NOT** wear your indoor gym shoes outside.
- Size Ball: 27.5
- Team Uniform Jersey (players must complete the uniform with their own black shorts)

CONCUSSION SIGNS AND SYMPTOMS

Athletes who experience one or more of the signs or symptoms listed below after a bump, blow, or jolt to the head or body may have a concussion.

SIGNS OBSERVED BY COACHING STAFF

- 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 mood, 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
- Just not “feeling right” or is “feeling down”

ACTION PLAN

As a coach, if you think an athlete may have a concussion, you should:

1. Remove the athlete from play.
2. Keep an athlete with a possible concussion out of play on the same day of the injury and until cleared by a health care provider. Do not try to judge the severity of the injury yourself. Only a health care provider should assess an athlete for a possible concussion.
3. Record and share information about the injury, such as how it happened and the athlete's symptoms, to help a health care provider assess the athlete.
4. Inform the athlete's parent(s) or guardian(s) about the possible concussion and refer them to CDC's website for concussion information.
5. Ask for written instructions from the athlete's health care provider about the steps you should take to help the athlete safely return to play. Before returning to play an athlete should:

Be back to doing their regular school activities.

Not have any symptoms from the injury when doing normal activities.

Have the green-light from their health care provider to begin the return to play process.

For more information and to order additional materials
free-of-charge, visit: www.cdc.gov/HEADSUP

The information provided in this document or through linkages to other sites is not a substitute for medical or professional care. Questions about diagnosis and treatment for concussion should be directed to a physician or other health care provider.

IT'S BETTER TO MISS ONE GAME THAN THE WHOLE SEASON.

EMERGENCY PROCEDURES

Procedures for Serious Injury

- Remain calm
- Assess the situation
- Call an ambulance immediately
- Call the parents immediately
- DO NOT MOVE the child - apply ice or bandages
- Notify the Lemont Park District,
Pedro's Office (630) 257-6787 x 3009
MOD 312-639-3908
- Keep players away from the injured person
- Follow up - Call parents to see how the child is doing
- If a trip to the hospital is needed by ambulance and the parents cannot be contacted, a COACH must accompany the child to the hospital. Call Pedro immediately. If unable to reach Pedro, please call the park district and they will be able to get in touch with Pedro.

Procedures for non-serious injury

- Apply ice or bandage
DO NOT move child until you recognize the non-serious nature of the injury
- **I** ce
- **C** ompression
- **E** levation
- Contact parents
- Notify the Lemont Park District (630-257-6787) or MOD 312-639-3908

Follow up – Call parents to see how the child is doing

Lemont Park District Behavior Management Policy

Behavior

All participants are expected to exhibit appropriate behavior at all times. The following guidelines have been developed to help make programs safe and enjoyable for all participants. Additional rules may be developed for specific programs as deemed necessary by staff.

The agency insists that all participants comply with a basic behavior code. All participants shall:

1. Show respect to all participants, staff, and volunteers. Participants should follow program rules and take direction from staff.
2. Refrain from using abusive or foul language.
3. Refrain from threatening or causing bodily harm to self, other participants, or staff.
4. Show respect for equipment, supplies, and facilities.

The following infractions will constitute utilization of the discipline procedures.

1. Harming ones' self such as, but not limited to:
 - a. Leaving grounds without permission.
 - b. Leaving designated group without permission.
 - c. Climbing on objects that are not recommended by staff.
 - d. Physical damage to self.
 - e. Possession, use or transfer of alcohol, illegal drugs, tobacco or tobacco products.
2. Harming others such as, but not limited to:
 - a. Fighting
 - b. Throwing objects at or near others.
 - c. Bringing or using weapons, i.e., knives, glass, sharp objects, etc.
 - d. Hitting, kicking or biting others.
 - e. Extreme verbal abuse.
 - f. Profanity
 - g. Showing disrespect to other participants and staff.
 - h. Other aggressive behavior including any verbal or physical bullying.
3. Damage to Property
 - a. Vandalism
 - b. Tantrums resulting in damage to property.
 - c. Breaking, damaging or destroying property.
4. Theft
 - a. Taking any item that does not belong to the child.

Discipline

A positive approach will be used regarding discipline. Staff will periodically review rules with participants during the program session. If inappropriate behavior occurs, a prompt resolution will be sought specific to each individual's situation. The park district reserves the right to dismiss a participant whose behavior endangers his or her own safety or the safety of others.

Procedures

Upon registration or entry into the program, the parent/guardian should be solicited for any information regarding special accommodations needed for the participant. If any of these special accommodations are behavior related, the parent/guardian should be contacted for information about any behavior modification programs in place at school or home. Attempts should be made to utilize these in the program. Also, the inclusion coordinator from the Special Recreation Association (SRA) should be contacted for guidance. Documentation should be maintained regarding any problem behaviors, special accommodations, and behavior modification programs.

If the participant exhibits inappropriate actions, the following guidelines should be followed:

1. Program leaders should determine the severity of the action and immediately take steps to correct it. These may include but are not limited to:
 - **Verbal Warnings:** Verbal warnings will be given for actions. More than one verbal warning may be given depending on severity of action.
 - **Time-Outs:** A supervised time-out from the program. The parent/guardian will be notified by the Recreation Supervisor and written documentation will be provided. The type of time-out may vary according to the situation (observational: from sidelines of activity; exclusion: away from the group but within view of the activity; seclusion: time-out area with staff member present away from view of the activity). If physical restraint is used to protect against injury, the time-out should be documented on an incident report and given to the full-time supervisor.
 - **Written Documentation:** Written documentation will be sent home to a parent or guardian, or the participant if he or she is an adult, to be signed and returned. The parent/participant will also be called by the Recreation Supervisor.
 - **Program Suspension:** The participant will be suspended from the program for up to three days. The suspension will be in effect the first day following the offense. The parent/participant will be notified by the Recreation Supervisor and written documentation will be provided. When determining the timeframes of suspension, staff should consider the severity of the actions; the length of the program or activity; any past behavior issues with the individual; and willingness to improve their inappropriate behavior.
 - **Program Dismissal:** Depending on the situation and the severity of the offense, the participant may be permanently dismissed from the program following any offense.
2. Communication between staff and parent should be ongoing regarding any further incidences of inappropriate behavior. Some other options may be discussed with the parent/guardian including:
 - Transfer to another program where inappropriate behavior may be less prone to occur.
 - Limited/reduced timeframe that participant is allowed to attend the program.
3. Appeals by the participant and/or participant's parent/guardian should be directed to the Executive Director or the Director of Recreation.

When to Contact the Police:

- If a participant makes a direct threat of hurting himself, call the parent/guardian immediately. If a parent/guardian is not available, call the police.
- If a participant becomes overly aggressive and violent, call the police.

ROOKIE REC HOOPS LEAGUE COACHES MANUAL ACKNOWLEDGEMENT FORM

Winter 2025 SEASON

I have received, read, understand and agree to abide by the standards set forth by the Lemont Park District Rookie Rec Hoops Basketball League.

Date

Grade-Level

Coach Name/Print

Coach Signature

**E-MAIL/SCAN OR DROP OFF TO THE LEMONT PARK DISTRICT SERVICE DESK
@ THE CORE OR CENTENNIAL COMMUNITY CENTER.**

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