

**St. Brendan Parish C.Y.O. Committee**

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**COACHES' GUIDELINES**

In order to insure the purpose of St. Brendan Athletics is observed and to create clear communication and organization, the following guidelines are to be followed by all coaches:

**Qualification**

- Each sport coordinator will recruit coaches and present his/her selections to the Athletic Committee for their approval prior to finalizing assignments with the coaches.
- First consideration for coaching will be given to one who is a St. Brendan School parent and/or St. Brendan parishioner.
- A coach shall be eligible to head coach or assistant coach the same group of players for two consecutive years (if the Athletic Committee approves), before replacement, provided a suitable replacement coach is available. After two years if a new qualified candidate is interested, he or she is encouraged to ask for the position and the board will make a decision of replacing the prior coach based on what appears best for the players.

**Rosters**

- The coach will be responsible for filling out the player roster form correctly and submitting it to the sport coordinator for his/her approval prior to the first game.
- Along with the sport coordinator, the coach will determine the eligibility of each player on the team in terms of parish or school enrollment and participation on another school's interscholastic team.
- Grades 6-8 basketball rosters are limited to 12 players. The roster size of all other grades and sports will be agreed upon by the coach and sport coordinator.

- When the number of players on a roster dictate that more than one team be formed, the teams will be divided according to equal ability in grades 1-5, it is recommended that the coach have at least two other adults who are not assistant coaches nor parents of players help with the decision.
- In some CYO sports at and above the sixth grade level, the degree of competition increased, and divisions are divided into varsity and junior varsity. At this point it is required to have try-outs to determine the varsity/JV split. It is our current policy that these try-outs be closed to parents and other spectators. This eases tensions for both the players trying out as well as the judges and creates a more relaxed atmosphere where the participants can devote all of their attention to the try-out process. The CYO Athletic Committee with the help of the sport coordinator will assemble a panel of impartial judges for the selection process. This panel will consist of the coach(es) for the team and a minimum of 3 additional judges qualified in the particular sport and who do not have a connection to the team being selected. In addition, a member of the CYO committee, or an appointee of the committee, will be present at the try-outs. This board member may or may not be one of the judges, but will monitor the process in any case. If possible, there will be at least two practices before division decisions are made.

### **Practices and Games**

- At practices, each player will receive equal attention regardless of playing ability.
- Each player who faithfully participates in all practices on a given week must be given an opportunity to play. Playing time for all JV teams and all teams 5<sup>th</sup> grade and lower is equal for all participants, each game. The less stringent CYO playing time rules apply to any team that is eligible for playoffs, which is any sole team in grade 6,7, or 8; or a Varsity team for grades 6,7, or 8. Come tournament time, each player should be given the opportunity to participate in a reasonable time in these games to help them contribute toward team goals.

- In varsity, unauthorized absences from practices can be penalized. After a coach confers with the Chair or Vice-Chair, if approved, the player may be moved to minimum playing time, per page 3 of the CYO rulebook.
- The coach will be responsible for not scheduling any practices that will conflict with St. Brendan Parish liturgies or St. Brendan School events.
- The coach of the winning team in grades 5-8 will be responsible for calling in the game score to the CYO office recording machine (206-382-4591) by Sunday evening.
- Coaches in all grades, regardless of the game's outcome, will be responsible for calling in the game score and the upcoming game information (date, time, opponent, and place) to the Athletic Committee's Publicity Coordinator by Sunday evening.
- The coach will be responsible for bringing a first aid kit, ice packs, and each player's emergency information form to every practice and game.

### **Duties**

- Each coach must hold a preseason parent meeting to insure that everyone thoroughly understands the responsibilities of coaches, parents, and players. At this meeting, the coach will explain his/her coaching philosophy and team rules, which are to be consistent with the CYO philosophy, the St. Brendan Purpose Statement, and the Coaches' Guidelines.
- Also at this meeting, the coach must present a CYO Code of Conduct to each player and parent. This Code of Conduct must be signed and returned to the sport coordinator prior to the first game.
- The coach will be responsible for having attended a St. Brendan coaches' meeting annually. In addition, the coach will be responsible for having attended a CYO new coaches' workshop at least once in their coaching career at St. Brendan. It is recommended to also attend the CYO coaches' clinics.
- The coach will be responsible for being knowledgeable of all aspects in the CYO Athletic Manual and making sure that all rules and policies are faithfully observed.

- The St. Brendan Athletic Committee shall purchase, control, and determine the disposition of all equipment, uniforms, and supplies owned by the Committee. The coach must contact the sport coordinator to request purchases, and is responsible at the end of the season for returning to the coordinator all equipment and uniforms in good condition.
- The St. Brendan Athletic Committee, by a majority vote, has the authority to dismiss a coach who fails to adhere to the CYO philosophy, the St. Brendan Purpose Statement, and those Coaches Guidelines.

Amended 9/03; 6/04