



MCBH KANEOHE BAY YOUTH SPORTS

PARENT HANDBOOK

Revised April 2022

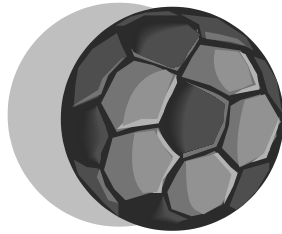


Table of Contents

Welcome from the Coordinator_____	3
Program Philosophy _____	3
K-Bay Youth Sports Programs Mission Statement_____	4
Substance Abuse Policy_____	4
Important Phone Numbers_____	4
Additional Information _____	4
Concepts and Goals _____	5
Inclusion Policy_____	5
Registration Policy_____	6
Refund Policy_____	6
Awards and End of Season Parties_____	6
Coaches Certification_____	6
Code of Behavior for Coaches_____	6
Disciplinary Procedures _____	7
How to Get Involved_____	7
Parents/Spectators Policy_____	7
Child Supervision/Medication_____	7
Hydration/Healthy Eating Habits_____	7
Dear Mom and Dad _____	8
Youth Sports Safety Plan_____	8
Child Abuse Identification/Prevention/Reporting_____	9
Parent Code of Ethics_____	10

Welcome to the World of Youth Sports!!

This should be a positive experience for both you and your child. Our primary purpose is to provide quality leisure time activities that motivate and build self-esteem in your child through the use of volunteer coaches.

There are two main objectives that I consider very important for all players in the Youth Sports Program. My first objective is to provide a safe sports program that covers the player, coaches and parents. The second objective is for the players to have fun and enjoy the game. There are two important factors that I feel are needed for the season to be successful. The first is a well-trained and motivated coach that makes the game fun and enjoyable. The second is for your child to be successful, which depends on the amount of support he or she receives from you as their parents. In the short time that our coaches have your child they can only do so much.

Last but not least, if you have any questions or concerns about the youth sports program, I am always available and will be glad to answer your questions.

Ruben Marcial, Jr.

Youth Sports Coordinator

Program Philosophy

The philosophy of the Semper Fit Youth Sports Program is to provide the best recreational experience to dependent youth of all ages, interest, and skill levels. All programs are operated under the guidelines of the Marine Corps in accordance with the National Alliance for Youth Sports. The program focuses on organizing meaningful play commensurate with the physical and emotional development of each child. Sports opportunities are designed to allow all children equal participation in non-competitive play. The nine standards are as follows:

The Semper Fit Youth Sports Program will:

1. Provide the proper sports environment for all activities.
2. Are based on the well-being of each child.
3. Are drug, tobacco and alcohol-free.
4. Provide participants and coaches with sport-specific training.
5. Is designed to provide parents with an active role in his/her child's physical, social and emotional development.
6. Encourages positive role models to include parents, coaches, and teammates.
7. Asks for parental commitment to allow each child positive and supportive experience.
8. Provides a safe playing situation for each child by providing education for coaches and referees and inspecting all playing surfaces regularly.

MCBH Kaneohe Bay Youth Sports Mission Statement

The Mission of the MCBH Kaneohe Bay youth sports program is to offer a wide array of organized sports activities for youth to help them develop desirable physical skills and to mature emotionally and socially. The sports programs provide opportunities for children to have contact with other youth, volunteer leaders, and youth program staff. It also provides opportunities for parents and other adults to interact with children and contribute to the Marine Corps community by serving as volunteers in youth programs.

We always strive:

- ~ To provide a meaningful experience for all participants through quality instruction, emphasizing good sportsmanship and equal play along with teamwork, respect dedication and discipline.
- ~ To provide an atmosphere where each child feels a sense of belonging and achievement regardless of ability.
- ~ To recognize effort and improvement along with achievement to help improve self-esteem and foster a positive self-image.
- ~ To provide guidelines to make each sport age-appropriate and to ensure proper fundamentals are developed and enthusiasm for the sport is fostered.
- ~ To design each sport program to attract and retain every interested player and raise the level of play of each of these players as high as possible.
- ~ To provide the support and training for parents and other interested adults who take on the responsibility of providing through sports these positive lifestyle choices for their children.

Substance Abuse Policy

Drugs and alcoholic beverages are not permitted at any youth practices or games. Any player or coach found guilty of substance abuse will be dismissed from the program. Parents/spectators who consume drugs or alcohol prior to attending youth games will not be allowed on the premises. YOU WILL BE ASKED TO LEAVE and security forces may be notified. Youth Center grounds are TOBACCO-FREE areas. Coaches, referees, players, and parents are asked to refrain from smoking or chewing tobacco at youth practices or games.

Important Phone Numbers

Please feel free to contact us if you have any questions or concerns.

Youth Sports Specialist	808-254-7636
Semper Fit Center Front Desk	808-254-7597
Semper Fit Center Assistant Managers	808-254-7589
Semper Fit Center Manager	808-254-7595
Kulia Fitness Center	808-257-3822
Kulia Fitness Center Manager	808-257-2823

Additional Information

MCBH Kaneohe Bay Youth Sports Policies and Procedures Handbook and all applicable MCCA Hawaii publications are available for review upon request.

Concepts and Goals of MCBH Semper Fit Youth Sports Program

1. **Fun and enjoyment:** Provide all youth, including all skills and abilities, ages 5 - 17, with opportunities for participation, fun and enjoyment.
2. **Leisure Skills Development:** Provide opportunities for youth to develop lifetime leisure skills.
3. **Physical Development:** Assists youth with physical development by:
 - a. Teaching fundamental and safe sport skills appropriate for their age.
 - b. Providing opportunities to improve their physical conditioning.
 - c. Teaching sound health habits.
 - d. Providing safe playing area and proper supplies and equipment.
4. **Psychological Development:** Help youth develop psychologically by:
 - a. Fostering the development of self-worth and personal identity.
 - b. Providing opportunities to express and control emotions.
 - c. Creating a learning environment.
5. **Social Development:** Help youth develop socially by providing opportunities:
 - a. To have fun with others.
 - b. To learn independence and the importance of teamwork.
 - c. To learn cooperation and sportsmanship.
 - d. To develop leadership skills and initiative.
 - e. To learn how to compete - how to put winning or losing in perspective.
6. **Concept of Winning:**
 - a. Participants can learn from both winning and losing if winning is placed in a healthy perspective.
 - b. Winning is not the primary goal. Do not define success as winning.
 - c. Losing a game or event is not a reflection on their self-worth.
 - d. Success is related to effort and is found in striving for the best they can do.

Inclusion Policy

Equal sports play opportunities are provided for all youth regardless of race, creed, sex, economic status, or ability.

- Gender/ race stereotyping and prejudice of any kind will not be tolerated.
- Adult youth sports leaders will demonstrate a tolerance of, and respect for, people all abilities, sizes, shapes, colors, cultural, and economic backgrounds.
- Each league has a non-discrimination policy that ensures participation for all youth regardless of race, creed, gender, economic status, or ability.
- There is an active coaching recruitment program to recruit and select qualified women and minorities as coaches.
- Sexual harassment issues should be reported to supervisor on duty. Zero Tolerance!

Registration Policy

Each child participating in youth sports at MCBH Kaneohe Bay must be registered in person by a parent or legal guardian. Registration forms may be completed at any time during a registration period. If this is your first sport on MCBH Kaneohe Bay then a birth certificate or any legal document with your child birthdate must be presented to verify date of birth. Payment must be made at time of registration. A late fee will be assessed at varying costs depending on the cost of shipping after the registration period.

Refund Policy

Parents are able to cancel their registrations and get full refunds until uniforms are ordered. Once uniforms are ordered, refunds will still be granted minus the cost of the uniform. Children will be allowed to keep the uniform that was ordered.

Awards and End of Season Parties

End of season parties may be the responsibility of each individual team. For all other seasons we suggest that the team parent along with the coach decide on the date and time of the end of season party. The purchase of gifts for coaches is not prohibited. However, we discourage the collection of money to purchase elaborate coach gifts. Suggested gift ideas include memorable items such as a hat, signed ball, signed shirt, photographs, etc.

Certification of Coaches

All youth sports “HEAD” coaches must be certified under the National Youth Sports Coaches Association (NYSCA), must be current in CPR & First Aid, and are required to complete NYCSA sport specific training. This training is conducted online and the \$25 membership fee is paid for by MCBH Youth Programs.

Code of Behavior for Coaches

A youth coach is perhaps the most significant factor in the quality of a youth sports program. Youth coaches, in addition to participating in the training program for youth coaches, should agree to:

- Make practice and games fun.
- Teach sport skills to all players, not just gifted ones.
- Encourage, reward, and praise the young athletes.
- Remember that effort is more important than results.
- Set realistic goals with their players.
- Ensure playing areas are safe before play.
- Permit athletes to share in the leadership and decision making for their team, including team rules.
- Be the team leader and continuously set a positive, good sportsmanship example for the youth.
- Accept the “youth athletes first, winning second” perspective on youth sports.

Disciplinary Procedures

Unacceptable conduct by a Semper Fit Youth Sports Coach is handled as follows:

- If a verbal complaint is received from a parent, official, or adult, the sports coordinator or youth director will attend the next game or practice to observe the coach and substantiate the complaint.
- In order to follow up on any complaint, the complaint must be submitted in writing.
- The coach is given an opportunity to respond.
- Actions may include:
 - Verbal Counseling
 - Expulsion from a game
 - Suspension from more than one game
 - Removal as coach

Note: Officials are the final authority for coach's conduct at a game

Get Involved!

Youth Sports cannot exist without the support and involvement of parents and community members. If you would like to act as a coach, team parent, official, or other supporting member, please contact the Youth Sports Coordinator. We would love to include you in our program!

Parents/Spectators Policy

Spectators are a vital part of the youth sports program. We highly encourage parent and spectator support; however NEGATIVE comments will not be tolerated.

1. First offense: Offender will be given a verbal warning!
2. Second offense: Offender will be asked to leave the park for verbal abuse towards the players, coaches, officials, or staff. They will also be suspended for one game and will not be able to attend the next game after the incident.
3. Continued abuse will result in possible suspension from attending any other games.

All parents are required to sign a code of conduct policy (see end of parent handbook).

Child Supervision/Medication

Parents/Guardians must remain on-site throughout the duration of the youth sports event. Coaches are not responsible for the administering of medication so in the event that a child is in need of medication, a parent must be present to administer. Also, please notify the coach when your child will not be present for practices or games.

Hydration/Healthy Eating Habits

Please see the following information on proper hydration:

<https://my.clevelandclinic.org/health/treatments/9013-dehydration-avoidance-proper-hydration>

Please see the following link regarding information on healthy eating habits:

https://www.cdc.gov/healthyweight/healthy_eating/index.html

Dear Mom and Dad,

I hope that you won't get mad at me for writing this letter, but you always told me never to keep anything back that ought to be brought out into the open.

So here goes-

Remember the other morning when my team was playing and both of you were watching? Well, hope that you won't get mad at me, but you kind of embarrassed me. Remember when I went after the puck in front of the net trying to score and fell? I could hear you yelling at the goalie for getting in my way and tripping me. It wasn't his fault. That is what he is supposed to do. The do you remember yelling at me to get on the other side of the blue line? The coach told me to cover my man, and I couldn't if I listened to you, and while I tried to decide they scored against us. Then you yelled at me for being in the wrong place. You shouldn't have jumped all over the coach for pulling me off the ice. He is a pretty good guy, and he knows what he is doing. Besides, he is just a volunteer coming down at all hours of the day helping kids, just because he loves sports...and then neither of you spoke to me the whole way home. I guess you were pretty sore at me for not getting a goal. I tried awfully hard, but I guess I am a crummy hockey player. But I love the game; it is lots of fun being with the other kids and learning to compete. It is a good sport, but how can I learn if you don't show me a good example? And, anyhow, I thought I was playing hockey for fun, to have a good time, and to learn good sportsmanship. I didn't know that you were going to get so upset because I couldn't become a star.

Love,
Your Son/Daughter

Youth Sports Safety Plan

The number one priority of MCBH Kaneohe Bay Youth Sports Program is the safety of all participants. All efforts are made to ensure that a safe environment is maintained at all times.

1. MCBH Kaneohe Bay Youth Sports Program uses the guidelines in Marine Corps Youth Sports Guide.
2. All playing areas are checked before start of season with Semper Fit Youth Sports.
3. Adequate safety equipment is made available for each sport.
4. All coaches are briefed on and given a copy of Youth Sports Emergency Plan.
5. Coaches are required to conduct adequate warm up time before each game or practice.
6. Proper clothing is required for each participant according to sport
7. Spectators are required to stand back from playing areas and coaches/players box at least 10 yards away to minimize player distraction
8. In the event of inclement weather during game day, game will be paused and conditions will be evaluated by referees and coaches. Each game will be determined by refs and coaches if the field or weather prevents the games from being playable.

Child Abuse Identification/ Prevention/ Reporting

Child Abuse Hotline: 808-216-7175

Definitions

- Child Abuse: Physical injury/emotional disturbance where circumstances indicate this condition may not be the product of accidental occurrence.
- Child Neglect: Acts of omission that could be expected to result in physical or emotional harm to children.

Physical Abuse Indicators

- Major
 - Broken bones
 - Brain damage or skull fractures
 - Internal-injury
 - Poisoning
 - Burn or scald
 - Severe cut, laceration, bruise
- Minor
 - Minor cut, bruise, welt
 - Twisting or shaking

Physical Indicators of sexual abuse include some that you might not notice while routinely caring for young children

- Child's torn, stained, or bloody underclothing
- Bruises or bleeding in or around a child's external genital, vaginal, or anal area
- Child in obvious pain when walking or sitting
- Child scratching the genital area
- Premature sexual knowledge

Neglect Indicators

- Child is not provided with basic needs: physical, educational, or emotional
- When considering whether neglect might be occurring, it is important to look for consistencies. Do the indicators of neglect appear frequently?

Emotional Maltreatment

- Active, intentional berating, disparaging, or other abusive behavior toward the victim that affects adversely the psychological well-being of the victim
- Passive or passive-aggressive inattention to a victim's emotional needs, nurturing, or psychological well being

Prevention

- Training
 - All volunteers and staff will be trained in child abuse prevention, identification, and reporting.
 - Youth Programs will maintain resource materials on child abuse and neglect to assist volunteers and staff in responding to children.
- Facility Control/Supervision
 - All areas of use for youth shall be easily viewed
 - Rooms used by children shall not be completely darkened for any purpose
 - Closed circuit televisions are in use at the youth center.
- Report any suspicions of child abuse to Youth Activities staff immediately.



PARENTS' CODE OF ETHICS

I hereby pledge to provide positive support, care, and encouragement for my child participating in youth sports by following this Parents' Code of Ethics:

I will encourage good sportsmanship by demonstrating positive support for all players, coaches, and officials at every game, practice or other youth sports event.

I will place the emotional and physical well-being of my child ahead of my personal desire to win.

I will insist that my child play in a safe and healthy environment.

I will require that my child's coach be trained in the responsibilities of being a youth sports coach and that the coach upholds the Coaches' Code of Ethics.

I will support coaches and officials working with my child, in order to encourage a positive and enjoyable experience for all.

I will demand a sports environment for my child that is free from drugs, tobacco and alcohol and will refrain from their use at all youth sports events.

I will remember that the game is for youth - not adults.

I will do my very best to make youth sports fun for my child.

I will ask my child to treat other players, coaches, fans and officials with respect regardless of race, sex, creed or ability.

I will help my child enjoy the youth sports experience by doing whatever I can, such as being a respectful fan, assisting with coaching, or providing transportation.

I will read the National Standards for Youth Sports and do what I can to help all youth sports organizations implement and enforce them.

Name: _____ Date: _____