

TCYBA League Handbook

Welcome:

We are excited to have the opportunity to work with you and your family to help your children become a better baseball player. This handbook has been created to accomplish three things: to outline the expectations for all our players, to improve communication between parents, players, coaches, and board members and to pass along important information. The success of TCYBA depends on your involvement and commitment to the program. We look forward to a great season and year of hard work, dedication and success!

Objective:

The objective of this organization is to foster and promote the game of baseball by developing fundamental baseball skills, promoting good sportsmanship, and furnishing wholesome recreation for the youth of The Colony. To achieve this objective, TCYBA shall provide a supervised program utilizing uniform rules, regulation, procedure and methods of playing.

Philosophy:

The Colony Youth Baseball Association (TCYBA) exists to create opportunities for The Colony youth to participate in organized baseball activity. Everyone participating in youth baseball, including coaches, parents and athletes, should understand that the focus is on player development and not winning games. The principal benefits of such participation are:

- Sportsmanship
- Physical fitness
- Developing self-confidence
- Learning to work as part of a team
- Skill development

Organizational Meetings/Information

Organizational Meetings and Coaches/parents meetings will be scheduled at the beginning of each season. Coaches and parents will be notified at least one week in advance of meeting time and place unless there is a special circumstance requiring immediate attention.

General league information will be updated on the website and to the coaches. Parents and coaches are strongly encouraged to attend meetings and to make every possible effort to engage with board members in the best interest of the league.

General Guidelines

Registration

- Every participating player must have a completed registration through the agreed registration tool (Teamsnap) on file with TCYBA.
- Scholarships are available and must be requested in writing to TCYBA board. Any information received by TCYBA Board members will be considered confidential.
- Children from surrounding communities will be allowed to register through TCYBA.
- An Emergency Contact must be available to TCYBA board member each season. It is the responsibility of the parent to keep that information up to date.
- **Registration payment is non-refundable. If a child is dismissed or voluntarily leaves TCYBA, the parents are not entitled to a refund and all monies are forfeited.**
- **Registration fees must be paid in full before uniforms are distributed and games are played. (Exceptions must be approved by the board in writing)**

Team Selection

- All teams will be selected according to our draft process. (www.tcyba.net/draft)
 - Coaches may reserve a certain number of roster spots depending on the season.
 - Players will be evaluated by coaches
 - Teams will be set based upon coach evaluation.
 - Coaches will select a team once the evaluation is completed.
 - Coaches may utilize 2 trades after selection is done.
 - Team selections are final and can be reviewed by TCYBA board on a case by case basis.

Team Structure

- Division Commissioner- Each division will have a commissioner assigned to sit on the board that will train and mentor coaches. (Elected position with 1 year term)
- Coaches- Each team should consist of 4 coaches. Roles should be defined based on the specific divisions. (Parents/guardians are encouraged to sign up to volunteer)
- Team Manager- Each team will have a manager to assist coaches with communication, snack schedules, and coordination with special events. (Parents/guardians are encouraged to sign up to volunteer)
- Players - Team Rosters will be assigned no more than 12 players per team. (6 for tball). The assignment will take into account the age of the player in accordance with USSSA rules.

General Guidelines contd.

Communication

- Communication will be done exclusively through TeamSnap.
- All players will be registered through TeamSnap and parents may add other family members to the player's profile to keep up with communication.
- Family members are expected to download the TeamSnap app and enable notifications as all practices, games, and events will be communicated through the app.

Participation

- EVERY PLAYER PARTICIPATES. Every child on every team will participate for a significant period of time in each game.
- TCYBA strongly encourages coaches to consider equal playing time for all players. The coach shall have some discretion over the amount of playing time each player receives, however, TCYBA policy dictates that all players shall have at least one at-bat and 2 innings of defensive play.
- As playing time is a very important issue to athletes and parents/guardians, it is recommended that someone other than the coach be dedicated to keeping track of this during games.
- The removal of a player from a team must be approved by TCYBA Board.

Uniforms

- TCYBA will provide a jersey/shirt and hat to each player and 1 head coach
- Uniform purchases and vendor selections will be handled by TCYBA board members
- Teams may choose to purchase additional uniforms at their own expense, not to be reimbursed by TCYBA.

Practice

- The Colony practice field facility is accessible to each team one weekend and one weekday per week prior to the season according to the schedule posted by TCYBA board.
- Once the season starts each team may use The Colony practice field facility one day per week according to the schedule posted by TCYBA board.
- Additional practice time may be available by request through TCYBA board and may incur a fee to be paid by the head coach/team.
- Coaches may NOT offer their allotted practice time to any team not registered with TCYBA.
- Notification of practice dates, times, and locations will be provided through TeamSnap.
- Players and coaches must be present on-time with necessary equipment.
- Practice will start at scheduled time with Head or Assistant Coach present.

General Guidelines contd.

- Coaches will develop a plan for practice objectives and drills prior to practice to address both team and individual player's areas for improvement.
- Practice times, days, and duration may vary but plan for two practices per week estimated at 1.5hrs per practice.

Games

- Game schedules will be provided through TeamSnap and will be available as soon as possible.
- Players should arrive in advance of scheduled game time (30 mins suggested).
- Players should have full uniform and equipment.
- Coaches should be present at least 30 mins prior to game time. Some games require field prep and coaches may be needed to assist with field prep in addition to team prep.
- Most games will be played at Five Star Complex in The Colony. However, due to division interlock, other locations may be used.

Attendance

Attendance is vital to each player's and the overall team's development and performance. Everyone understands this is recreational baseball and we all have commitments outside of baseball. Parents are encouraged to promote and support team commitment by making every effort to get players to practice and games on time and to notify Coaches and/or Team Managers in the event of tardiness or absence.

Players with good or perfect attendance will be recognized and rewarded.

The Colony Parks and Recreation Department role and responsibilities.

- Work closely with TCYBA Board Members to ensure policies and procedures are acceptable and reasonable for a Youth Sports Organization.
- Provide maintenance and upgrades to facilities according to the Co-Sponsor agreement between PARD and all TC Youth Sports organizations.

TCYBA Board role and responsibilities

- To ensure that all participants have registered and have paid the appropriate fee.
- To appoint head coaches.
- To certify background checks on all coaches according to Nays.org guidelines.
- To arrange a schedule of games which ensures that teams are as evenly-matched as possible.
- To publish a complete monthly schedule of practices for each coach at the beginning of each season, and to inform coaches of any changes to that schedule.
- To support coaches when grievances arise.

- To try to ensure that officials are competent and fully aware of the objectives of the program and the level of proficiency of the players.
- To work closely with TC Parks and Recreation to schedule, update, or repair facilities.

Coaches, Players and Parents Codes of Conduct

Coaches, players and spectators are representatives of The Colony Youth Baseball Association, the city of The Colony, and The Colony Parks and Recreation department and are expected to act accordingly.

Coaches, parents and athletes are expected to conduct themselves in a sportsmanlike manner both as players and spectators.

Unsportsmanlike behavior directed toward others will not be tolerated. This includes but is not limited to, obscene gestures, cheating, disrespect to officials or other behavior deemed inappropriate for the event.

Any coach or player who is disqualified or ejected from a game will not participate in or attend the next scheduled game.

If a coach or player receives a 2nd game disqualification or ejection during the season, that individual will be required to forfeit participation for the remainder of the season.

Sportsmanship is our goal!

The Colony Youth Baseball Association and The Colony Parks and Recreation Department have agreed that we will not tolerate fan misbehavior at TCYBA events. This includes but is not limited to: booing, shouting at officials or arguing calls. Expressing any negative behavior or comments, threats or obscene gestures to players, coaches or officials is also unacceptable.

Cheering in a positive fashion, for both sides is highly encouraged. Ours is a recreational league with fun as the primary emphasis.

Many officials and coaches are volunteers and we should all appreciate their efforts, and support them, setting a good example for the children.

Any spectator or coach who does not behave appropriately {as described above} may be asked to leave and may be subject to the disciplinary process.

Parent Code of Conduct

Parents will be a positive role model for their player and encourage sportsmanship by showing respect and courtesy, and by demonstrating positive support for all players, coaches, officials and spectators at every game, practice or other sporting event. Positive behavior will be exhibited by the following:

- Communication
 - Stress to their player and teammates that doing one's best is more important than winning.
 - Positive reinforcement for each player should be strongly emphasized.
 - Refrain from making disparaging remarks about the officiating, coaching or play before, during or after games.
 - Refrain from giving the players instructions and limit interaction with players during practice and games to allow players to focus on coaches, teammates, and the task at hand.
 - If a problem/conflict arises with the Manager or Coaches, do not approach them during or after a game in front of the players. Call the coach to discuss the matter or set a meeting with the Manager, coach, and/or a TCYBA board member to discuss the matter.
 - Ensure the TeamSnap app is downloaded on mobile devices and notifications are enabled for parents and/or guardians that will need to communicate regarding games, practices, and special events.
 - Respond in a timely manner to messages sent by the coach requesting information regarding participation.
- Games and practices
 - Please do not enter the dugout or other team specific areas unless asked by the coaching staff.
 - Try to help your child work toward skill improvement by working at home or seeking additional training.
 - Accept the umpire's decision as final and respect the fact that they also make mistakes.
 - Accept the coaches' decision regarding playing positions and the amount of playing time.
- Attendance
 - Please contact coaches in advance of any expected absences to allow for proper instruction plan, lineup, etc. for that event.
 - Please contact coaches or fellow team members for assistance with transportation to any practice, game, or event.
 - Practice – please arrive by scheduled start time.
 - Games – please arrive in advance of scheduled game time (suggested 30 mins prior unless otherwise specified by the coach).
- The coach, with approval by TCYBA board, reserves the right to release any player from the team for poor sportsmanship by the player and/or the player's family during games or for other reasons to include but are not limited to lack of cooperation, poor attitude, lack of commitment, effort or attendance.
- If a child is dismissed from practice the manager has the discretion to suspend the player for a minimum of 1 game.

Player Code of Conduct

- HAVE FUN! DON'T PLAY IN THE DIRT!
- Will be positive and supportive of teammates and coaches.
- Will treat opposing teams, coaches, and officials with respect.
- Will arrive to practice and games ready to participate and listen to coaches.
- Will limit horseplay on the fields or in dugouts to ensure player safety and allow for focus on coaching instruction and task at hand. Players should have fun but not at a detriment to teammates or coaches.
- The coach, with approval by TCYBA board, reserves the right to release any player from the team for poor sportsmanship by the player and/or the player's family during games or for other reasons to include but are not limited to lack of cooperation, poor attitude, lack of commitment, effort or attendance.
- If a child is dismissed from practice the manager has the discretion to suspend the player for a minimum of 1 game.

Coaches /Board Member/ Team Volunteer Code of Conduct

Participation

Coaches, Board Members, and Team Volunteers are required to attend Spring Opening Ceremonies and at least one other special event in the baseball year.(March - November)

Players

- Always place the academic, emotional, physical and moral well-being of your players above desires and pressures to win.
- The rules of baseball are clear. Any attempt to circumvent these rules to take unfair advantage of an opponent, or teach deliberate unsportsmanlike conduct has no place in coaching baseball.
- Set the example for example for winning without boasting and losing without bitterness and thus earn the respect players, coaches, and spectators.
- Disallow the use of illegal or performance enhancing drugs, alcohol and tobacco.
- Shall discourage and disallow profanity, obscenities, and vulgar language from players, coaches, and all others associated with the team.

Officials

- Respect and support the umpires, scorers, public address announcers and others charged with conducting the game. On and off the record criticism of officials to players of the public will not be tolerated.
- Shall not permit anyone on his team to address uncomplimentary remarks to any official during a game, or to indulge in conduct which might incite players or spectators against the officials.
- Shall use positive coaching methods to increase players' self-esteem and enjoyment, and to foster a love and appreciation for baseball. He/She shall refrain from physical or psychological intimidation, verbal abuse, and any conduct that is demeaning to players.

Parents/ Fans

- Treat the parents and family of players with respect; be clear about expectations, goals and policies and maintain open communication.
- Shall strive to educate the home fans to be respectful and courteous to the opponents while still maintaining enthusiasm and support for their team.
- Shall be responsible, within reason, for the conduct of his team's fans and refrain fromm arousing the crowd by his conduct.

TCYBA Integrity

- Shall conduct himself so as to uphold and maintain the integrity and dignity of the TCYBA, The City of the Colony, and The Colony Parks and Recreation Department.
- Shall discuss problems with the TCYBA Board in a professional manner, and then accept and support decisions that have been reached.

- Maintain a professional and respectful presence as a representative of TCYBA. Members must refrain from posting or engaging in any online or public discussions that could be disparaging to TCYBA board members, coaches, players, parents, or city officials. Discussion or advertisement of league business that has not been formally approved by the board is prohibited.

Rules

- Shall maintain a thorough knowledge of the rules of the game and assure that players know and understand the rules.
- Shall require players to know and abide by the letter and the spirit of all baseball rules and those relating to eligibility, recruitment, transfers, practices and other provisions regulating their competition.

Personal Responsibility

- Model high ideals of sportsmanship and always pursue victory with honor while teaching and advocating good character.
- Strive to be worthy of trust while teaching players the importance of integrity, honesty, reliability, and loyalty.
- Treat all people with respect at all times and require the same of the players.
- Shall not engage in, or permit, profanity, vulgarities, obscene gestures, trash talking, taunting, boastful celebration, or other actions that demean individuals, or the sport of baseball, or reflect badly on the team and institution.
- Shall refrain from the use of tobacco and alcohol in front of players
- Be mindful that he/she is a role model with high visibility great influence, and consistently conduct him/herself in private and coaching situations in a manner that exemplifies what he expects from players.
- Shall be fair in selecting a team, competitive situations, disciplinary issues, and all other matters, and be open-minded and willing to listen and learn.
- Consistently demonstrate concern for players as individuals and encourage them to look out for one another.