



# Youth Basketball Coach's Checklist

**Thank you for Volunteering!**

## PRIOR TO THE SEASON

- ✓ Contact your team members by **Sunday Nov. 24th** to share team / practice information.
- ✓ Complete Criminal Background Check (watch for an email from **Sterling Volunteers** with an invitation to complete your background check).
- ✓ Complete coaches Concussion Awareness form and Code of Conduct form online (I will email you a link to this information).
- ✓ Forward the email I send to you to your team members so they can complete Concussion Awareness & Code of Conduct forms online.
- ✓ Park & Rec. provides game basketball only, **coaches provide basketballs for practice**
  - Junior (27.5) 3<sup>rd</sup> grade Boys and Girls
  - Regulation Women's (28.5): Boys 4<sup>th</sup> and Girls 4<sup>th</sup> – 8<sup>th</sup> Grade leagues
  - Regulation Men's (30): Boys 5<sup>th</sup>-8<sup>th</sup> Grade leagues

## GAME DAY REMINDERS

- ✓ Buildings open no earlier than 7:45am on game day.
- ✓ **All teams must supply an adult score keeper to work each game at the score table.**
- ✓ Prior to game time, both coaches must identify the official game roster with the scorekeepers.
- ✓ **Each player must play a minimum of (2) quarters a game.**
- ✓ Substitutions can ONLY be made at the **four (4) minute mark** of each quarter.
- ✓ **Games will NOT be rescheduled to accommodate teams with players not available on scheduled dates.**
- ✓ Jewelry – Casts- Hair Accessories- **All exposed items** that are judged hazardous or **potentially dangerous** by the referee **may not be worn during the game.** This includes, but is not limited to, casts, wristwatches, large rings, bracelets, neck chains, hair accessories or earrings that extend below the ear lobe.
- ✓ **Practice permits and access to gym is void after the conclusion of your final game.**
- ✓ Team photos, action shots and videos of your team are welcome! Please email me any photos or videos this season.
- ✓ Have Fun!

**JERSEYS:** Anticipate delivery by mid-December- We will email you when they arrive.

## HELPFUL LINKS:

- ✓ Complete list of league rules, policies, schedules & league standings can be viewed on the City of Brookfield Parks and Recreation website: [ci.brookfield.wi.us](http://ci.brookfield.wi.us)
- ✓ Basketball Coaching Tips: <https://jr.nba.com/> + <https://www.ci.brookfield.wi.us/854/Youth-Sports-Coaching-Resources>
- ✓ City of Brookfield Youth Sports Policy & Procedures: <http://www.ci.brookfield.wi.us/585/Youth-Adult-Sports-Leagues>

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