



City of Eau Claire Recreation Services Youth Sports Manual

Revised: April 2025

Approved by Recreation Manager



CITY OF
**EAU
CLAIRE**
Recreation Division

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Introduction

The purpose of this manual is to be an overview of the philosophy, rules, regulations, and procedures for the City of Eau Claire's Parks, Recreation, and Forestry leagues. This handbook was created to give you a better understanding of our leagues, policies, and procedures.

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Vision Statement

Eau Claire is a vibrant city with exceptional quality of life and services.

Mission Statement

To provide exceptional park, recreation, forestry, cemetery, and facility services that will engage the community and enrich our citizens and visitors.

Statement of Purpose

The Division provides a diverse selection of programs, services, and facilities for the citizens of Eau Claire that focus on healthy lifestyles, social equity, environmental stewardship, public safety, and collaboration within the community.

Department Goals

Accountability - To maintain open relationships with the community.

Responsive - To provide for the needs of others.

Ingenuity - To be innovative and creative.

Professionalism - To be qualified and prepared to work.

Honesty - To be open and transparent.

Health - To provide quality opportunities for physical fitness and activity.

Environmentalism - To provide healthy spaces and places. Security - To enforce rules fairly and consistently.

Safety - To minimize accidents.

Explorative - To learn new ways to enhance services. Courage - Do the right thing when it's the right thing to do.

Visionary Tagline

Live Life Better!

Eau Claire Parks and Recreation....

Providing the Building Blocks for Youth S.P.O.R.T.S.

Sportsmanship: Bring your best to all competition.

- BE COOPERATIVE: Join others in a mutual goal of quality recreation experience. Take turns!
- BE FAIR: Compete skillfully, guided by the spirit of the game.
- BE GRACIOUS: Savor the challenge and meet it with your best efforts, win or lose.
- BE HONORABLE: Respect the game & everyone's contributions.
- BE HUMBLE: Take success in stride – share the credit. React politely even when others may not.

Perseverance: Work through difficulty & discouragement in pursuit of individual & team objectives.

- BE RESILIENT: Learn from mistakes and losses; seize the opportunity to improve.
- BE DISCIPLINED: Remain dedicated and self-controlled, even when challenged.
- BE CONFIDENT: Remain confident it will all turn out right in the end
- BE FOCUSED: Recover quickly from mistakes and successes. Stay in the game!

Optimistic: Be cheerful, appreciative, and hopeful about a situation and the world around you.

- BE COURAGEOUS: Stand up for what you believe is just & good.
- BE ENCOURAGING: Demonstrate concern for the growth & development of all others
- BE HOPEFUL: Expect the best outcome and learn from mistakes, wins, & losses
- BE POSITIVE: Keep on trying and see the good no matter what the situation.

Respect: Treat others the way you want to be treated.

- BE ACCEPTING: Support everyone's worth & dignity. Take correction as a compliment.
- BE CONSIDERATE: Be aware of & honor others' feelings.
- BE ATTENTIVE: Be ready to learn from other parents, coaches, officials & the players themselves.
- BE HONEST: Choose words & actions that are sincere, not misleading
- BE APPRECIATIVE: Value the guidance of supportive mentors and program leaders.

Teamwork: Embrace opportunities to contribute.

- BE COMMITTED: Set high standards for behavior & stick to them, even in difficult situations.
- BE HELPFUL: Understand & advance the program's positive goals.
- BE CONSCIENTIOUS: Be aware & careful of the choices you make.
- BE ACCOUNTABLE: Accept that your actions impact everyone around you.
- BE RELIABLE: Prove that others can depend on you.

Service: Serve the common good

- BE EMPOWERING: Inspire & help others to grow, succeed & lead.
- BE VISIONARY: Raise expectations for yourself, individual players, the team, and others.
- BE INTERCONNECTED: Individual efforts equal group achievement. Cooperate and get involved.

General Information

Team Formation

Players are assigned to teams through an evaluation process or by school or geographical location when possible.

Age Requirements

For all youth programs, the age or grade will be as of the first day of the program. All age requirements are set to benefit the players and to make instruction easier for the program leader.

Transportation

Parents are expected to provide transportation for their athletes. Carpooling requests are secondary to team organization protocol. The primary focus is to ensure quality organization of teams.

Uniforms

Players enrolled in leagues will receive one t-shirt uniform. If a replacement is needed, please have the athlete's parents or guardians notify the program supervisor. A \$5 replacement fee will be charged per shirt. Flag football jerseys will have a higher replacement fee.

Refunds

A full refund will be issued for any program cancelled by Eau Claire Parks and Recreation.

A full refund is available if Eau Claire Parks and Recreation makes changes to the original program schedule and you can no longer participate.

Youth League

- 75% of the program fee may be refunded up to the first day of the program. Refunds are subject to an administrative fee.

Americans with Disabilities Act

Eau Claire Parks and Recreation intends to comply with the intent and spirit of the Americans with Disabilities Act. If an athlete needs any special arrangements have them call the Recreation Administration Office at 715-839-5032 so that the necessary arrangements can be made. If any participants have concerns regarding our compliance with the ADA have them contact the City of Eau Claire's ADA Coordinator at 715-839-4921.

Insurance

Eau Claire Parks and Recreation does not provide accident or hospital insurance for people participating in sponsored activities. All participants should review their personal insurance policies for coverage.

Fees and Registration

There are a multiple ways to register for activities and leagues.

- Online at: [Home | ActiveNet - Online Recreation Activities \(activecommunities.com\)](http://Home | ActiveNet - Online Recreation Activities (activecommunities.com))
- Walk-in registration at Eau Claire Parks and Recreation Office

NOTE: Fees vary based on the sport and program.

Coaches Meetings

Most youth sport programs utilize volunteer coaches. ECPR will conduct coaches meetings 1-2 weeks prior to the program start date.

See Appendix A for coaches meeting agenda.

Conduct Statement

It is our goal to provide safe and inclusive activities and facilities at all times. Improper conduct including but not limited to inappropriate language, inappropriate physical contact, abuse of staff or other patrons, theft, vandalism, or any other illegal activities are not tolerated. In consideration of the safety and security of our staff and patrons, ECPRF reserves the right to remove anyone from current or future participation in or attendance at ECPRF activities or facilities in the event of improper conduct, including involving ECPD if necessary.

Event Code of Conduct

Administration is responsible for communicating conduct policies for all events scheduled at Parks and Recreation facilities and activities organized by the department. Behaviors not consistent with the Department mission, vision, and expectation will result in ejection from the event facility and may result in contacting law enforcement, when necessary.

Officials are considered primary game managers and have the authority to suspend play, issue warnings, and administer ejections to ensure the environment promotes sportsmanship, respect, and safety.

Anyone responsible for damage to equipment or facilities will be held accountable for all replacement and repair costs.

Program Coordinators

- Establish a positive environment.
- Emphasize player development and provide code of conduct to coaches, players, spectators, and officials.
- Promote and enforce codes of conduct.
- Evaluate coach and staff performances on the principals of sportsmanship.

Participants

- Treat opponents with respect.
- Exercise self-control.
- Display modesty in victory and graciousness in defeat.
- Accept the judgement of the officials without complaint or unnecessary gestures.
- Congratulate the opponents in a sincere manner following victory or defeat.
- Accept the responsibility and privilege of representing your community.

Coaches

- Instruct players on their responsibilities of sportsmanship.
- Respect the officials' judgement and interpretations of the rules.
- Publicly shake hands with the officials and opposing coaches before and after each contest.
- Be sensitive to explosive situations; remove player(s) and self before problems arise.
- Communicate program goals and objectives to participants, parents, and spectators.
- Develop parent and player relationships, by providing information and communicating expectations consistently.

Parents / Students / Spectators

- Respect both players and fans of opposing teams.
- Be a role model! Don't harass or trash talk opponents, coaches, or officials before, during, or after a contest.
- Recognize and support the efforts of coaches, officials, leagues, and administrators.
- Support players with positive actions and encouragement.
- Respect the officials' judgement and interpretation of the rules.
- Accept both victory and defeat with pride and compassion.
- Applaud all participant efforts, win or lose.

Game Leaders/Officials

- Accept your role in an unassuming manner.
- Maintain confidence and poise, controlling the contest from start to finish.
- Never exhibit emotions or argue with participants, coaches, or spectators when enforcing rules.
- Do your part to promote sportsmanship.
- Be consistent in your approach to every game.
- Be observant of facility and equipment status and communicate safety concerns.

Weather Policy

Eau Claire Parks, Recreation, and Forestry understands weather is unpredictable and can change rapidly. When sirens sound, staff is instructed to get more information. Others may also need to keep watch of the weather on the local weather channel or a local weather website.

Eau Claire Parks and Recreation Lightning Policy: If a game cannot begin or is suspended due to lightning, the umpire must follow the policy.

(Note: These are the same criteria as recommended by the Wisconsin Interscholastic Athletic Association).

Criteria for suspension and resumption of an event, athletic game, or contest, swimming at Fairfax Pool or any other activity being hosted at a Eau Claire Parks, Recreation, and Forestry facility:

- When thunder is heard, or cloud to ground lightning bolt is seen, the thunderstorm is close enough to strike your location with lightning. Suspend play, activity or event and take shelter immediately. This includes players, fans, patrons and ECPR employees.
- Thirty-minute rule. Once play, activity or event has been suspended, wait at least 30 minutes after the last thunder is heard or flash of lightning is witnessed prior to resuming play, activity or event.
- Any subsequent thunder or lightning after the beginning of the 30-minute count, reset the clock and another 30-minute count should begin.

Program Cancellations

Cancellation decisions for programs that meet after 4:00 pm will be made on-site. If you feel it is unsafe to participate, please do not attend.

Many times storms will pass and programs may proceed as planned.

Cancellation Line

When programs are cancelled, the cancellation line is updated at 715-839-2913 or like us on Facebook at www.facebook.com/cityofecpr for program information.

Concussion Information

Concussion Form Policies and Procedures

Purpose: To raise awareness of the signs, symptoms, and behaviors associated with concussions in youth sports.

Who is required to submit the forms: All athletes, parents, and coaches involved in youth athletic leagues. Concussion forms must be submitted by athletes, parents, and coaches prior to the start of youth league play.

Collecting Forms from players/parents:

Online:

The waiver is located on the recreation management software and attached to all youth league programs. Parents/guardians must agree to the waiver on the recreation management software before they can register their child in the leagues. If the agreement box is not checked, the program will not allow the registration process to proceed. This waiver must be attached to the leagues individually during the activity input and development phase.

Office in-Person:

Registrations for youth athletic leagues that are accepted in person require receipt of the concussion informational sheet and confirmation of their consent.

As registrations are entered by the administrative staff into the recreation management software the waiver will appear on the enrollment page requiring a checkmark in the box that indicates agreement to the waiver. This can only be checked once the guardian reviews the concussion information sheet and verbal consent is received.

The concussion information sheets are located on the back counter with other customer forms.

Collecting Forms from Coaches:

Online:

Volunteer Coaches **must** complete an online application at www.eauclairewi.gov/jobs. Paper applications are no longer an accepted format for volunteer coaches. The waiver is part of the online application. It is a supplemental question. Coach candidates do **NOT** have to answer the question to apply therefore the program supervisors and directors will need to review the application thoroughly to verify that waiver is agreed to. If a coach has not answered the question a paper copy of the Concussion Acknowledgement Form “for coaches” must be completed and each coach must receive the Concussion Informational sheet prior to the start of the season. Coaches only need to fill out one form per year.

If any hard copies are received

- Place all received hard copies of concussion forms/registration forms in alphabetical order by sport **prior to the start of each season.**
- Make cover sheets for all of the sports.
- Scan all forms into Scan docs and save here:
U:\Recreation\RecreationAdministration\Volunteers
- Make a folder for the year and save the file in there.

Flag Football

Purpose

The flag football program is designed for the player to have fun while learning more about the game of football through practice and organized games.

Season Overview

Grade 2

- Practices will be on Thursdays and games will be on Tuesdays at Carson Gelein Softball Field Outfield
- Practices are one hour
- Games will be officiated by coaches and no score will be kept.

Grades 3-6

- Practices will be on Thursdays and games will be on Tuesdays at Carson Football Stadium.
- Sunday games are possible due to rain
- Practices are 90 minutes.

The season schedules are available week before the first game.

Picture Day

Picture day is in mid-September. The photographer decides the day and time.

Equipment

Jerseys are distributed out on the first night of games.

No helmets, pads, or other protective equipment will be issued.

Plastic or rubber spikes are allowed, but not required.

No metal spikes or jewelry.

Mouth guards are recommended.

The coaches will distribute all footballs and flags before each game or practice.

Weather

The flag football league follows the previously stated ECPR weather policy.

Flag Football Rules

Basic Information

- Each game will consist of 2-20 minute halves.
- The clock only stops during the last 2 minutes of each half on an incomplete pass or an out-of-bounds play. After a touchdown and during transition the clock stops. It does not start until the other team snaps the ball.
- Half-time will be 3 minutes long.
- Coin flip will determine which team gets the ball first.
- Field cones are placed on 40,30,15 and goal lines

Number of Players

- There will be 7 players on the field at a time for both teams.
- All participants will play an equal amount of the time, being allowed to play at least half of the game.
- The offensive team must have at least 4 players on the line of scrimmage when the ball is snapped.
- All players except the Center are eligible receivers, nor eligible for hand offs.
 - Center on a run play can block/move as far as need down the field. On a pass play the center can not block past 5 yards.
- Quarter back must throw from behind the line of scrimmage. First time warning, second time offside penalty.
- There can be one player in motion prior to the snap of the football. The player can only move horizontally and stay behind the line of scrimmage.

Scoring

- 6 points for a touchdown
- After a touchdown, the ball will be placed at the 3 yard line for a point after touchdown (PAT) attempt.
- The PAT is one plat that is awarded 1 point for a run play or 2 points for a pass play that crosses the goal line.
- Turnovers on PAT attempts are ruled dead.

Flags

- Each player will wear a belt with 2 orange flags.
- If a flag falls off through no contact of an opposing player, the play will be allowed to continue and any touch will be considered a tackle.

Flag Guarding

- Spinning, diving, hurdling, or swatting away defender's hands.
- If a player is called for flag guarding, the play is stopped and the ball is ruled down at the point of infraction.
- A ball carrier cannot spin, jump, and swat hands away.

Huddles

- Each team will have a maximum of 30 seconds in the huddle.
- After 20 seconds has past, the official will notify the coach to hurry things along.

Time Outs

- Each team will be allowed 3-1 minute time outs per game.
- There will be official time outs for equipment problems, injuries, and rule interpretations.

Substitutions

- Players must have the opportunity to play all positions.
- There will be free substitutions allowed at any time throughout the game when the ball is not in play.
- If a player plays quarterback or running back in a half, they can only play those positions in that half.
 - Ex. Johnny plays quarterback for three plays in the first half, he cannot play quarterback or running back in the second half. (Illegal Substitution)
- The player will be considered a running back if the ball is handed off to that player regardless of the position said player lines up in. The player will be considered a quarterback if that player throws a pass, regardless of the position said player lines up in.

Downs

- The offensive team will have four downs to move past the next first down line for a first down.

Defensive Off Sides

- The defense must wait 5 seconds (APPLES) before they can cross the line of scrimmage.
- If the defense crosses the line prior to the 5 seconds expiring, the play will continue and after the play the coach can decide to accept the penalty.

- This includes only passing plays. The quarterback can run only if rushed. If the defense does not rush after 5 seconds, the quarterback has an additional 5 seconds to find a receiver. If he does not throw the ball after 10 APPL, the result of the play will be an incomplete pass.

Illegal Blocking

- There is no blocking below the waist or flying blocks.
- All blocks should be made standing upright with hands clasping the front of the shirt at all times.
- Officials can decide on foul intent and could be a 7-yard penalty.

Pass Interference

- Definition: interference on the part of the offense or defense with players attempting to catch the ball.
- If both players are going for the ball it is no penalty.

Holding

- A player may not grab players on the opposing team and impede their movement.

Fumbles

- All fumbles (when the ball comes in contact with the field) are considered dead.
- The team advances to the next down unless the ball carrier passed the first down marker prior to fumbling the ball.
- Exceptions: a fumble between the center and quarterback exchange. The ball will be ruled dead and the down will be played over. (After this happens 2 times becomes a loss of down)
- Interceptions can be ran back. After the play, the ball will be placed at the 3 yard line for a point after touchdown (PAT) attempt.

Punting and Kicking

- There will be none.
- To begin the game or half, the ball will be placed on the 40 yard line. After the 4th down is completed with no score or 1st down, the ball will be turned over to the opposing team and they will start on the 40 yard line.

Overtime

- Each team will get the ball at the 15 yard line with 4 downs to score.
- If the score is still tied after two OT periods, teams must go for the 2 point conversion in the 3rd overtime. A coin flip will determine which team gets the

ball first in the overtime period. This order will occur for as many OT periods it takes to determine the winner.

Sportsmanship

- There will be no fighting, swearing, unnecessary roughness, or unsportsmanlike conduct of any kinds by the players, coaches, or spectators.
- Anyone violating this rule will be asked to leave the playing field and play will be suspended until the violator has complied.
- The coach on the field is not allowed to participate in any manner of running a play.
- After the coach calls the play, he/she needs to step back out of the way and remain silent.

**** If the rule is not listed we will follow the WIAA rules for Football**

Penalties

3 YARD PENALTIES

| | <u>DOWN</u> | <u>ENFORCED FROM</u> |
|---------------------------------------|--------------------|-----------------------------|
| Off Sides (offense or defense) | Same | Line of Scrimmage |
| Encroachment | Same | Line of Scrimmage |
| Too many players on field/Illegal Sub | Same | Line of Scrimmage |
| Delay of Game | Same | Line of Scrimmage |
| Intentional Grounding | Loss of down | Line of Scrimmage |
| Illegal Blocking | Same | Point of Infraction |
| Holding-offense | Same | Point of Infraction |
| Holding-defense | Same | Line of Scrimmage |
| Not enough players on- | | |
| Line Of Scrimmage | Same | Line of Scrimmage |
| Pass Interference | Same | Point of Infraction |
| Pass Interference-offense | Same | Line of Scrimmage |

7 YARD PENALTIES

| | <u>DOWN</u> | <u>ENFORCED FROM</u> |
|--------------------------------|---------------------------|-----------------------------|
| Unnecessary Roughness-offense | Loss of down | Line of Scrimmage |
| Unnecessary Roughness-defense | Auto 1 st Down | Line of Scrimmage |
| Piling or Tackling or Tripping | Same | Point of Infraction |
| Stiff Arming | Loss of down | Point of Infraction |
| Unsportsmanlike- Offense | Loss of down | Line of Scrimmage |
| Unsportsmanlike- Defense | Auto 1 st Down | Line of Scrimmage |
| Clipping | Same | Point of Infraction |

*Same means the same down as the previous play unless the penalty places the ball past the first down marker then it becomes a first down.

Soccer

Purpose

In the youth soccer program, the games belong to the kids and the top priority is fun and improvement.

Season Overview

The season begins with two or three practices, followed by playing two games per week. The games are Tuesdays and Thursdays at the Eau Claire Soccer Park. (See Appendix D for field layouts.)

On the first day of practice rosters and team placement sheets will be posted around the center pavilion. Coaches need to show up at least 20 minutes early. Coaches will line up along the path and meet your players before going to your assigned field.

Picture Day

Pictures will take place before the scheduled practice as noted on the schedule. Teams need to stay prompt with the schedule so practices start on time.

NOTE: There are no retakes or make-up pictures, but there will be a rain date if needed.

Equipment

Each participant will receive a t-shirt and socks. Players must provide their own shin guards.

Weather

The soccer league follows the previously stated ECPR weather policy.

Coaches must contact their players if a game is cancelled due to weather before the game start time.

Soccer Rules

Coach Placement

- Coaches are to remain in the designated area on the sidelines
 - In the 6-7 age groups, the coach is allowed on the field for the first two games only.
 - After the first two weeks of games, they will need to remain on the sidelines, except for the coach who is acting as the referee.

Teams

- Coaches are not allowed to add and/or drop players from their team.
- If a player is not on their roster, the player must register for the program before being allowed to play.
- If a team is short players, the game may still be played as long as the team has at least five players (12-14yr & 15-17yr) or at least seven players (6-7yr, 8-9yr, & 10-11yr).
 - If a team is short, the opposing team will be allowed a one-player advantage.

Referees

- Each game will be officiated by one game leader.
- Coaches will officiate in the 6-7 age division

Equipment

- Shin guards worn underneath the socks are required for all players.
- Jewelry is not allowed.
- Metal cleats and baseball cleats are strictly prohibited.

Home Team

- Home team will be decided according to the schedule.

Ties

- Regular season games will end in ties if the score is tied at the end of the game.

Age Group Specific Rules

6-7 year olds

- 7 v 7 (including goalie)
- 4 x 10 mins 2 min quarter breaks
- 1. Ball size: 3
- 2. Lifting a foot on a throw-in
 - Athlete will be told they cannot do that and given another chance.
- 3. No off sides
- 4. Penalty in goal box
 - This will result in an indirect free kick, not a penalty kick.
- 5. Coaches officiate
- 6. Heading
 - Consistent with the US Soccer mandates on heading the ball, heading is banned for all division players 11U and below in both practices and matches.

8-9 year olds

- 9 v 9 (including goalie)
- 4 x 10 mins quarters, 2 min breaks
- Ball size: 4
- Lifting a foot on a throw-in:
 - Athlete will be told they cannot do that and given another chance.
- No off sides
- Penalty in goal box
 - This will result in a penalty kick.
- Heading
 - Consistent with the US Soccer mandates on heading the ball, heading is banned for all division players 11U and below in both practices and matches.

10-11 year olds

- 9 v 9 (including goalie)
- 2 x 25 mins 5 min half time
- Ball size: 4
- Lifting a foot on a throw-in
 - This will be called and the throw will be given to the other team.
- Off sides will be called
- Penalty in goal box
 - This will result in a penalty kick.
- Heading
 - Consistent with the US Soccer mandates on heading the ball, heading is banned for all division players 11U and below in both practices and matches.

12-14 year olds

- 8 v 8 (including goalie)
- 2 x 25 mins 5 min half time
- Ball size: 4
- Lifting a foot on a throw-in

- This will be called and the throw will be given to the other team.
- Off sides will be called
- Penalty in goal box
 - This will result in a penalty kick.

High School (player entering 9th grade)

- 7 v 7 (including goalie)
- 2 x 25 mins 5 min half time
- Ball size: 5
- Lifting a foot on a throw-in
 - This will be called and the throw will be given to the other team.
- Off sides will be called
- Penalty in goal box
 - This will result in a penalty kick.
- When ball is played from goalkeepers hands (thrown or punted) it must be touched before the midfield line.

NOTE: In the case of extreme heat/humidity, all age levels have the option of playing quarters. Four 12-minute quarters would be played with 2-minute breaks between each quarter. This will still keep games within the 1-hour time restriction.

Suggested Game Timeline

Pregame Countdown:

20 min – Have team arrive at game location

- Remind your parents that arriving at the game early will give their child a chance to warm-up and it will make sure that the games start on time.

15 min – Have the team warm-up (jogging, passing, water breaks)

10 min – Take the field and keep warming up (official will be doing equipment check) Give the team final pointers.

In-Game: Be positive and support the decision of the players.

Half-Time: Discuss positive actions and give constructive coaching.

Post-Game: Congratulate your team and the opposing team and coach. Remind the players and parents of the next game or practice.

T-Ball

Purpose

The t-ball league is designed to introduce the game of baseball to young players.

Season Overview

The first three days of the season the players will be engaged in basic fundamental skill practice to help the coaching staff become familiar with them.

The remainder of the season will consist of time to warm-up for the game, then a game utilizing the remaining time (up to 1hr).

Picture Day

On this day, the team must arrive 20 minutes early for pictures prior to practice.

Equipment

Each player will receive a team t-shirt. Players will need to provide their own glove and should wear a hat. Remind your players to bring a hat and glove to every game. Cleats are not required. You may want to have your players bring a water bottle as well.

Weather

The t-ball league follows the previously stated ECPR weather policy.

T-ball Rules

General Information

- Field Size: 60 foot bases
- Team Size: 9-11 players between 5-7 years old
- No standings or meaningful score keeping
 - Games last 1 hour

Game Information

- If needed, coaches may borrow players from the opposing team if their team is short players.
- Pitcher Position: Pitcher stands near the closest pitching plate and must wear a batting helmet
- Entire team will take the field
- There will be no catcher
- Coach or Umpire will place ball on the tee
- No strikes, base stealing, or base leading allowed
- When any outs occur (catches, force outs, tags), the runners will go back to the dugout.
- No defensive player shall play the same position for more than one inning/game.
- Catcher (coach) will not field any batted ball
- The inning will end when:
 - The batting team has **batted through the entire order.**

Live Ball vs Dead Ball

- Ball is dead when the catcher (coach) or pitcher has control of the ball
- The ball is live after it is hit into fair territory and shall remain live until it is returned to the infield.
- Any player that is advancing bases may continue to the next base if he/she is more than halfway to the next base, otherwise they must return to the previous base.
- One base is allowed for runner(s) on an overthrow into foul territory.

Batting

- Batting will consist of batting once through the order.
- The batting order can be changed up as you see fit to give players the opportunity to bat in different spots in the order
- Ball must go 10 feet forward or it is a foul ball.
- **One warning is given for a thrown bat. A second thrown bat by the same player will result in an out.**

Reminders/ Sportsmanship

- Be responsible for your own dugout.
- All teams are required to display sportsmanship throughout the game.

Baseball

Purpose

The baseball league is designed to develop fundamental baseball skills while learning game strategy.

Season Overview

The coaches will pitch for the entire season.

The first half of the season players will be able to utilize a tee. Second half there will be strike-outs.

Picture Day

On picture day arrive 20 minutes early for pictures prior to the game.

Equipment

Each player will receive a team t-shirt. Players will need to bring their own glove, hat, and water bottle.

Weather

The baseball league follows the previously stated ECPR weather policy.

Coaches must contact their players if a game is cancelled due to weather before the game start time.

Baseball Rules

Basic Information

- Games last 1 hour
 - If a game is called on time limit in the top of an inning and the home team is losing, the final score will be taken from the last completed inning. We will do everything possible to complete full innings.
- Games start at 5:30 and 6:45. Your team should arrive at 15 minutes before scheduled game start time and warm-up on the open field.
- Teams must have 6 players in the field at the start of the game or it is a forfeit. Teams can still play, but the team that is short players will still count as a loss towards their record. Teams can take players from other teams to fill the roster, but only during a forfeited game.
- The inning will end when the batting team has 3 outs – or- the batting team has hit through their entire order

Defense

- Maximum of 10 players on the field
- Players must remain in the same position for the inning.
- Coaches are required to rotate their players at least every 2 innings.
- A player playing next to the pitching coach should wear a batting helmet.
- The catcher must wear full catching gear.
- No infield fly rule

Batting and Pitching

Batting First Half of Season

- Each player will receive 5 pitches to get a hit (balls or strikes, 5 pitches).
- If the player has not hit after the 5th pitch, the player will hit off of a tee.

Batting Second Half of Season

- Each player will receive 5 hittable pitches to get a hit.
- If the player has not hit after the 5th hittable pitch, the player will be ruled out.
- If the player fouls on the 5th pitch, the player will receive another pitch.
- NO tees will be used during the second half of the season.

Other Batting

- There are no walks. The batter will complete his/her at bat by either putting the ball into play during one of the five pitches, tee (only applicable in first half of season), or striking out.
- The coach will pitch to their own team. You are encouraged to pitch from a knee to simulate the realistic height of players at this age.
- If the coach interferes with the hit ball in any way, the play is ruled dead and the hit is ruled one of the five attempts (counts as a foul ball).
- Players must bat in the game roster line-up order.
- **One warning is given for a thrown bat. A second thrown bat by the same player will result in an out.**

Base Running

- If a batted ball stays on the infield dirt, all runners are allowed two bases and may not advance on an overthrow at any base.
- If a batted ball reaches the outfield grass, it must be returned to the infield. Once the ball touches the dirt, the runner can advance or retreat to the closest base, but at their own risk. The play is stopped when all runners have reached a base safely.
- Feet-first sliding is allowed to the advancing base. Head-first sliding is only allowed to the previous base. **The runner will be called out if sliding head-first to the advancing base.**
- No stealing or leading-off until the ball has passed the plate. **Any player doing so may be ruled out.**
- No player may advance when the coach has the ball.
 - If a player is over halfway the player is awarded the base. If under halfway, the player must return to the previous base.

Sportsmanship

- Be responsible for your own dugout.
- All teams are required to display sportsmanship throughout the game.

Appendix A

Coaches Meeting Agenda

- Welcome/Sign-In
- Youth Sports Manual
- Season Overview
 - Practices
 - Schedule
 - Equipment/Uniforms
 - League Structure
 - Picture Day
- Coach Expectations
- Coaching Tips & Resources
- Facility Information
- Health, Safety, & 1st Aid
 - Communication-accident reports & other issues
- Weather Policies & Procedures
- Sport Specific Rules
- Code of Conduct
- Evaluations
- Sportsmanship Contract
- Rosters

Coach Expectations

- Instruct players in the core values of the league: sportsmanship, player development, player opportunity, and making the game fun.
- Instruct players on their responsibilities of sportsmanship and being a good teammate.
- Respect the officials' judgement and interpretations of the rules.
- Publicly shake hands with the officials and opposing coaches before and after each contest.
- Be sensitive to explosive situations; remove player(s) and self before problems arise.
- Communicate program goals and objectives to participants, parents, and spectators.
- Develop parent and player relationships, by providing information and communicating expectations consistently.
- Follow the league rules.

Appendix B



CITY OF EAU CLAIRE

JOB DESCRIPTION

TITLE: Soccer Instructor / Game Leader
(Recreation Facilitator Step A-D)

DEPARTMENT: Community Services

DIVISION: Recreation

REPORTS TO: Recreation Program Supervisor

POSITION CODE: Z01-1

DATE: May 2017

General Function

This position is responsible for the administration and operation of the soccer instruction program.

Position Scope

This position reports to the Recreation Program Supervisor. The Soccer Instructor is responsible for developing enjoyable and informative lessons in an organized manner.

Essential Functions

The Soccer Instructor will be responsible for supervising and instructing students during class time, design and implementation of weekly curriculum, demonstrating various skills to participants, work with groups and individuals on proper methods and strategies of play, and communicate with staff, participants, and parents in a professional manner.

Non-Essential Functions

Performs related duties as required

Supervision/Direction Received

Recreation Program Supervisor

Supervision/Direction Exercised

Not Applicable

Work Environment

Work is mainly done outside, with occasional light lifting of up to 25 lbs.



CITY OF EAU CLAIRE

JOB DESCRIPTION

TITLE: Volunteer Flag Football Coach
DEPARTMENT: Community Services
DIVISION: Recreation
REPORTS TO: Facility & Program Supervisor
POSITION CODE: Volunteer Coach
DATE: May 2017

General Function

This position is responsible for the education of each member of the youth athletic team.

Position Scope

This position reports to the Facility & Program Supervisor. The Volunteer Coach is responsible for developing enjoyable and informative practices/games in an organized manner.

Essential Functions

The Volunteer Coach will be responsible for supervising and instructing participants during practices and games. Design and implementation of weekly practice plan. Demonstrate various skills to participants on proper methods and strategies of play. Communicate with staff, participants and parents in a professional manner.

Non-Essential Functions

Performs related duties as required

Supervision/Direction Received

Facility & Program Supervisor

Supervision/Direction Exercised

Not Applicable

Work Environment

Work is mainly done outside, with occasional light lifting.



CITY OF EAU CLAIRE

JOB DESCRIPTION

TITLE: Volunteer Soccer Coach

DEPARTMENT: Community Services

DIVISION: Recreation

REPORTS TO: Soccer Program Planner

POSITION CODE: Volunteer Coach

DATE: May 2017

General Function

This position is responsible for the education of each member of the youth athletic team.

Position Scope

This position reports to the Soccer Program Planner and Recreation Program Supervisor. The Volunteer Coach is responsible for developing enjoyable and informative practices/games in an organized manner.

Essential Functions

The Volunteer Coach will be responsible for supervising and instructing participants during practices and games. Design and implementation of weekly practice plan. Demonstrate various skills to participants on proper methods and strategies of play. Communicate with staff, participants and parents in a professional manner.

Non-Essential Functions

Performs related duties as required

Supervision/Direction Received

Program Planner

Supervision/Direction Exercised

Not Applicable

Work Environment

Work is mainly done outside, with occasional light lifting.



CITY OF EAU CLAIRE

JOB DESCRIPTION

TITLE: Volunteer T-Ball Coach

DEPARTMENT: Community Services

DIVISION: Recreation

REPORTS TO: Soccer Program Planner

POSITION CODE: Volunteer Coach

DATE: May 2017

General Function

This position is responsible for the education of each member of the youth athletic team.

Position Scope

This position reports to the Recreation Program Supervisor and Program Planner. The Volunteer Coach is responsible for developing enjoyable and informative practices/games in an organized manner.

Essential Functions

The Volunteer Coach will be responsible for supervising and instructing participants during practices and games. Design and implementation of weekly practice plan. Demonstrate various skills to participants on proper methods and strategies of play. Communicate with staff, participants and parents in a professional manner.

Non-Essential Functions

Performs related duties as required

Supervision/Direction Received

Recreation Program Supervisor and Program Planner

Supervision/Direction Exercised

Not Applicable

Work Environment

Work is mainly done outside, with occasional light lifting.

Appendix C

Concussion Signs and Symptoms (according to Mayo Clinic)

The signs and symptoms of a concussion can be subtle and may not show up immediately. Symptoms can last for days, weeks, or longer.

Signs and symptoms may include:

- Headache or a feeling of pressure in the head
- Temporary loss of consciousness
- Confusion or feeling as if in a fog
- Amnesia surrounding the traumatic event
- Dizziness or “seeing stars”
- Ringing in the ears
- Nausea
- Vomiting
- Slurred speech
- Delayed response to questions
- Appeared dazed
- Fatigue

Seek emergency care for a player who experiences a head injury and has symptoms such as:

- Repeated vomiting
- A loss of consciousness lasting longer than 30 seconds
- A headache that gets worse over time
- Changes in his/her behavior
- Changes in physical coordination, such as stumbling or clumsiness
- Confusion or disorientation, such as difficulty recognizing people or places
- Slurred speech or other changes in speech

Other symptoms may include:

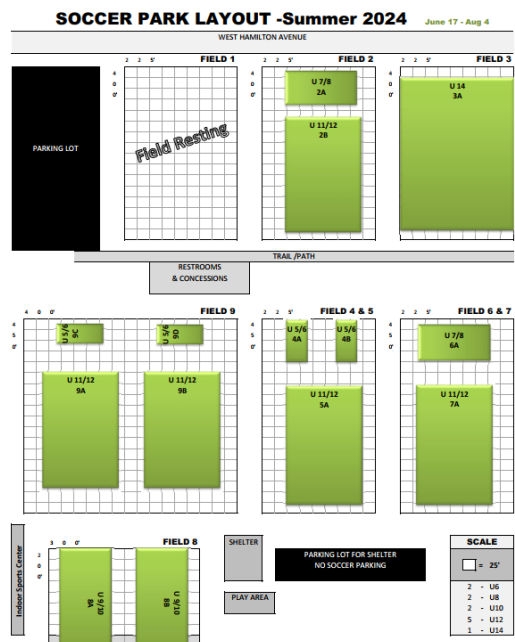
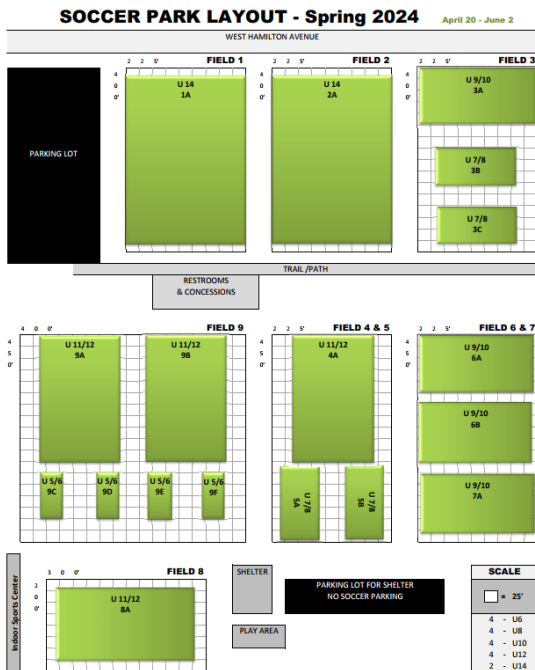
- Seizures
- Vision or eye disturbances, such as dilated pupils or pupils of unequal sizes
- Obvious difficulty with mental function or physical coordination

Appendix D

Park and Field Layouts/Diagrams



Flag Football – Carson Football Stadium - 100 Carson Park Dr, Eau Claire, WI 54703



Soccer - Eau Claire Soccer Park – 3456 Craig Rd, Eau Claire, WI 54701
Note: Field rotations change spring, summer, and fall of each year)



T-Ball & Baseball – Bollinger Fields - 3111 Eldorado Blvd, Eau Claire, WI 54701

Appendix E

Coaching Tips and Resources

Universal Tips

- Stress the importance of team play, good sportsmanship, and healthy competition.
- Show confidence in your team and your abilities.
- Play everyone on the team equally; let the player experience all positions.
- Treat officials, players, coaches, and parents with respect.
- Be a role model for your players, other coaches, and spectators.
- Verbally recognize the positives and use constructive, not destructive, criticism.
- Explain to the players why they are doing an activity, so they better understand the game.
- Learn from mistakes and move on.
- Encourage all players and congratulate the other team and coach at the end.

Flag Football Resources

- Flag Football Coaches Tips & Drills
 - www.quickscores.com/downloads/erie_Flag_Football_Tips_and_Drills.pdf
- Teaching the Fundamentals of Flag Football
 - www.broncosflagfootball.com/Default.aspx?tabid=464119

Soccer Resources

- "First Season as a Youth Soccer Coach"
 - www.footy4kids.co.uk/first_season_as_a_youth_soccer_coach.htm
- Tips for Fun and Effective Practice
 - www.coachingsoccer101.com/soccercoaching.htm

T-Ball Resources

- Little League T-Ball
 - www.littleleague.org/play-little-league/tee-ball/
- "5 Fun T-Ball Drills Every Coach Should Use"
 - <https://blog.justbats.com/5-fun-tee-ball-drills-every-coach-use>

Baseball Resources

- Little League Coaches Page
 - www.littleleague.org/coaches/
- USA Baseball Coaching Resources
 - www.usabaseball.com/arc/coaches/resources/