



2015 Exhibit 09 -
Code of Conduct
Final

HERSHEY LITTLE LEAGUE POLICY & PROCEDURES – *Coach & Parent Code of Conduct*

Last Rev. Date: 2015

Revision #1.0

Origination Date: 01/01/09

Page 1 of 7

1.0 Purpose

This Exhibit provides the expectations for Coaches and Parents and general guidance and philosophy to assist Coaches and Parents with HLL's expectations. Coaches and Parents set the example of Leaders and Role Models for our HLL players, thus HLL has established defined Code of Conduct to establish an expectation of all HLL Members and extended Members in attendance of HLL Events.

2.0 Scope

The scope provides for a general Coaching framework and those general expectations of Parents as an extension of the HLL Team(s). This framework is derived in accordance with HLL's Partnership with the Positive Coaching Alliance <http://www.positivecoach.org/>

3.0 Responsibilities

3.1 Divisional Commissioners will distribute and review this exhibit with all Divisional Coaches at the Preseason Coach's Clinic or Meeting.

3.2 Coaches are responsible to prior to the commencement of the season::

- All HLL Coaches shall be PCA Certified. HLL will provide for up to two local PCA Workshops within the Hershey Area. However, any Coach who fails to attend shall complete an online PCA Workshop independently. Any Coach who is not PCA certified is subject to having their coaching status reviewed by the HLL Board.
- Attend a preseason Coach's Clinic OR Meeting hosted by HLL
- Read the Little League Rule Book
- Read the HLL Supplemental Game Rules in Exhibit 3
- Sign and return the Coach's Code of Conduct to their respective commissioner in Attachment 1
- Review the HLL Website and gain Coach User Access rights
- Review the HLL Website Host Coach's Manual at <http://coach.sportngin.com/>
- Review Positive Coaching Alliance (PCA) website for Double Coach requirements <http://www.positivecoach.org/our-tools/tools-for-coaches/>
- Coaches may enhance their Team's page on the HLL Website. The page will contain your contact information, your practice and game schedules, and any "articles" you wish to post. NOTE: Website Team pages provides for an APP that supports streamlined communications for schedule, news and scores
- Obtain an understanding the fundamental baseball statistics
- Update game scores, player statistics, pitch counts etc..via HLL Website.
- Develop a practice schedule and practice plan (preferably written).
- Hold a parents meeting at or near the first practice.
 - Discuss your coaching philosophy, expectations for players and expectations for the parents, in accordance with HLL/PCA Partnership <http://devzone.positivecoach.org/resource/article/parent-guardian-letter>
 - Discuss and handout copies of the Parents Code of Conduct in Attachment II & III. Each parent or guardian shall receive a copy



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Page 2 of 7

2.0 Coaches will conduct practices as follows:

- Have a written practice plan
- Hold preseason practices at least twice per week. Once the season starts, practices may be less frequent but are still expected
- It is strongly recommended that most practices be run using stations (hitting, throwing, out fielding, in fielding, pitching, etc). Players should be broken into groups and rotated between 3 or 4 stations. Parents are usually more than willing to run a station if you provide them a little advanced instruction. It gets the players the most repetitions and keeps them engaged. There is nothing more boring than placing all the players on the field while pitching batting practice (occasionally that's fine but it should not be the norm).

2.1 Coaches will conduct the season as follows:

- Abide by the Coach's Code of Conduct (Attachment 1)
- Report any safety issues to the Commissioner, League Safety Officer & BOD VP/Chairman of BBOPs
- Report any Coach or Parent issues to the Commissioner
- Attend Coach meetings called by the Commissioner
- Home Team will:
 - Occupy the 1st base dugout
 - Take fielding practice first
- Notify the umpire coordinator of any rescheduled, rain delayed, or cancelled games at least 60 minutes before time.
- Post game field maintenance (rake the infield and pitchers mound and fill in any holes) turn off lights and scoreboards (keys are in the concession stand)
- Provide 2 game balls and pay the umpires the designated fee. (Minors and up)
- Provide the official score keeper and operate the score board
- Post the score on the webpage immediately after the game.
- Confirm final game scores and pitch counts with Visiting Team
- Keep the Team webpage up to date with
 - Game scores
 - Game and practice schedules
 - Game or practice cancellations
 - Player statistics and pitch counts
 - Optionally, you may add team photos and articles.

4.0 Forms Used

- HLL issued game score books
- HLL Website for player stats and game score management
- PCA Website for Coaching & Parent standard forms and expectations

5.0 Procedure

- Coach's and Parent compliance with all HLL Policy and Procedures



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2015 Exhibit 09 -
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Final

Last Rev. Date: 2015

Revision #1.0

Origination Date: 01/01/09

Page 3 of 7

6.0 References

- 6.1 Little League International
- 6.2 HLL Constitution
- 6.3 Positive Coaching Alliance


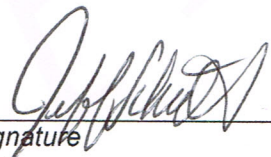
7.0 Related Procedures

- 7.1 Coach's Code of Conduct
- 7.2 Parent Code of Conduct

8.0 Records

9.0 Approval and Revision History

1 WRITTEN BY:

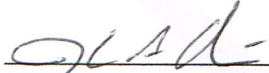

 _____ Signature	<i>1/10/16</i> _____ Date	 _____ Signature	<i>1/10/16</i> _____ Date
Title HLL President		Title Vice President	

2 APPROVED BY:

This document should be reviewed upon completion of the initial draft by competent HLL Board Executive Members.

HLL MANAGEMENT:

HLL Board Representatives:

 _____ Signature	<i>1/10/16</i> _____ Date	 _____ Signature	<i>2/21/16</i> _____ Date
Title Secretary		Title Treasurer	

Management signature signifies that the plan has been approved by the Hershey Little League Board of Directors and Management. Signature means that management has accepted responsibility for content and will ensure necessary resources are available to allow staff to comply with the plan.



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Origination Date: 01/01/09

Page 4 of 7

Revision History

Revision No.	Description of Change	Page #	Date
1	Original issue—designated as an Exhibit 9	All	1/1/09
2	Updated & Reformatted	All	12/13/15



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Page 5 of 7

Attachment I Coach’s Code of Conduct

I HEREBY PLEDGE TO ACT IN A RESPONSIBLE MANNER AS COACH AND WILL BE RESPECTFUL OF ALL FELLOW COACHES, PLAYERS, UMPIRES AND PARENTS.

- I will place the emotional and physical well-being of my players ahead of any personal desire to win.
- I will do my best to provide a safe playing situation for my players.
- I will not smoke, will not use any tobacco products, will not use vaping accessories or consume alcohol at any practice, game or league event or function.
- I will lead by example in demonstrating fair play and sportsmanship for all of my players.
- I will ensure that I am knowledgeable in the rules.
- I will teach the rules and basic fundamentals of the sport to my players by holding organized, planned, and routine practices.
- I will publicly praise and privately critique my players, teaching them responsibility and holding them accountable.
- I will treat all umpires, opposing players and coaches, and parents with respect and I will require that all players and parents do the same.
- I will ensure that my team is humble in both winning and in defeat.
- I will take appropriate disciplinary action if players exhibit poor sportsmanship. This includes benching players that toss equipment, act disrespectful, gloat in victory, curse, physically or verbally abuse or ridicule others.
- I will not permit parents or siblings to stand near the dugout nor “coach” players from the sidelines. When that happens, I will privately and respectfully discuss the issue with the person

I am aware of my responsibilities as a role model for the youths that I coach and I agree to abide by this CODE in accordance with the PCA Double-Goal Coaching requirements (Attachment Ia) at all times.

Signed: _____ Date: ____/____/____

Sign and Return this pledge & PCA Double Coach Form to the Division Commissioner



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Page 6 of 7

Attachment II Parent/Guardian Code of Conduct

The excitement of youth sport brings out the best and, unfortunately, the worst in many adults. This Code reinforces the importance of avoiding the latter and the consequences should an unfortunate incident occur. HLL is a completely volunteer organization, where our volunteers dedicate many hours because they love the game and the youth of our community. Knowing and abiding by the Parent Code of Conduct is the most important thing that you can do to keep our volunteers and your children participating in youth sports. HLL takes the Parent Code of Conduct very seriously and we hope that you will also.

HLL has partnered with the Positive Coaching Alliance (<http://www.positivecoach.org/>). HLL's Parent/Guardian Code of Conduct is designed, in association with PCA's Parent / Coach Partnership guidelines <http://devzone.positivecoach.org/resource/article/tips-positive-parentcoach-partnership>

I (we) pledge to abide by the following Code of Conduct:

- I will not force my child to participate in sports.
- I will remember that children participate to have fun and that the game is for them.
- I will inform the coach of any physical or mental disability or ailment that may affect the safety of my child or the safety of others.
- I will learn the rules of the game and the policies of HLL.
- I will not use any tobacco products, will not vape, smoke, consume alcohol, or be intoxicated at any games, practices, or league events or functions.
- I will be responsible for the conduct of my guests, which include, but are not limited to friends and relatives.
- I (and my guests) will be a positive role model for my child and encourage sportsmanship by showing respect, courtesy and positive support for all umpires, players, coaches, and spectators.
- I (and my guests) will not engage in any kind of unsportsmanlike conduct with any umpire, coach, player, or parent such as booing and taunting; arguing umpire calls; or using profane language or gestures.
- I will teach my child to play by the rules and to resolve conflicts without resorting to hostility or violence.
- I will demand that my child treat other players, coaches, officials and spectators with respect regardless of race, creed, color, sex or ability.
- I will never ridicule or yell at my child, other players, coaches, or umpires...even if they make a mistake or lose a competition.
- I will promote the emotional and physical well-being of all players ahead of any personal desire I may have for my child to win.
- I will respect the officials during games and will never question, discuss or confront coaches at the game field, and will take time to speak with coaches at an agreed upon time and place.
- I will refrain from coaching my child or other players during games and practices, unless I am a team coach.
- I will encourage my child to communicate directly with the Head Coach.
- I will support the Team first philosophy.
- I will not stand at the dugout nor come near the dugout during a game unless requested by the Coach or HLL BOD representatives.



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Last Rev. Date: 2015

Revision #1.0

Origination Date: 01/01/09

Page 7 of 7

- I will respect the TEAM first philosophy and reinforce the importance of commitment, hardwork and respect the Coach’s decisions, even if I disagree with such.
- I will respect the Coach’s decisions for the TEAM and as they may affect my child/player, knowing that the Coach’s philosophy is TEAM first approach that may have an effect on my child’s playing time.
- I will respect the decisions of ALL coaches and HLL BOD representatives. If in disagreement with such decisions, I will request a separate meeting of the Coach, Commissioner and HLL BOD representatives, as necessary to discuss the situation of concern.

I agree that if I fail to abide by these rules and guidelines, I will be subject to disciplinary action that could include, but is not limited to the following:

- Verbal or written warning by official, head coach, or HLL Board of Director
- Parental game or season suspension with written documentation of incident
- Forfeit of the game at the discretion of the umpire or coach

Repeat occurrences or failure to comply with imposed discipline may result in removal of your child from the league (this would be at last resort).

Signature of all parents/guardians

Date

Printed name of parents or guardians

Sign and Return this pledge along with PCA Parent Forms to your child’s Head Coach