

Note: KIDSPORTS Coaches volunteer their time to coach practices and games for their team free of charge. We don't condone payment to our coaches for their service during a KIDSPORTS season.

SECTION I - PROGRAM AND ORGANIZATION

Programs Available and Service Area -

KIDSPORTS is a school age/grade based program offering sports activities according to the child's school area of attendance or residence. KIDSPORTS currently provides nine programs for children who have established residence within the attendance boundaries for School District 4-J (Eugene), District 52 (Bethel), District 1 (Pleasant Hill), and District 19 (Springfield).

Children who do not live in one of the school districts which comprise our service area may petition staff to participate under out-of-district play. These children will be accepted on a "space available" basis.

For specific information on this matter, please consult any KIDSPORTS Sports Manager.

Basketball----- Grades 1 through 12

Spring Soccer----- Grades K through 12

Tball/Coach Pitch----- Grades K through 3

Baseball----- Grades 4 through 8

Softball----- Grades 4 through 8

Tackle Football----- Grades 6 through 8

Flag Football----- Grades 2 through 5

Fall Soccer----- Grades K through 8

Volleyball----- Grades 3 through 8

1.02 Role of the Board of Directors.

Emerald KIDSPORTS is organized and operated in accordance with State of Oregon and Federal IRS statutes pertaining to not-for-profit corporations. The organization is governed by a volunteer Board of Directors who set sports' program policies, oversee finances and provide direction to the professional staff. Directors also serve on each sports' Advisory Council to work with staff to monitor, evaluate and modify rules.

The Board of Directors consists of 20 to 25 people elected by the membership at the annual meeting traditionally held in June. Directors serve a three year term and receive no compensation for their service. Regular meetings are held every other month, usually the fourth Wednesday of the month beginning at 6pm. Requests to attend the meeting or to speak to the Board should be coordinated through the Executive Director.

1.03 Role of the Professional Staff

The Board of Directors employs an Executive Director who is responsible for the supervision of professional staff to run the day-to-day business of the organization including the sports programs, facilities and equipment, fundraising and administration.

Under the Executive Director's leadership, sports staff are responsible for:

- 1.) recruiting, training and assisting volunteers and coaches,
- 2.) ensuring program quality and continuity from sport-to-sport and year-to-year,
- 3.) organizing, scheduling and monitoring games and tournaments,
- 4.) implementing policies and directives from the Board of Directors.

1.04 Assignment of Coaches - Each team will be assigned one person to serve as the head coach. KIDSPORTS Sports Managers are responsible for filling all head coaching positions for teams organized within their assigned area. Sports Managers assign head coaches according to whom they feel will do the best job meeting KIDSPORTS' program goals and orientation. All coaches must pass an annual background check prior to consideration for a coaching position.

Assistant Coaches - Each head coach has the privilege of selecting assistant coaches who meet the objectives of KIDSPORTS.

SECTION II - COACHES GUIDELINES

2.01 Rights, duties, and responsibilities - Each KIDSPORTS team is under the leadership of a head coach who, within the broad guidelines of KIDSPORTS policies, has sole discretion to run the team in every aspect including: setting practices times and days, determining the offensive and defensive strategies, assigning players positions and establishing playing time (as long as all decisions conform to KIDSPORTS rules). In those situations in which teams will be split, the ultimate decision on player selection will rest with the head coach. The assistant coach will serve at the discretion of the head coach. KIDSPORTS reserves the right to approve all coaches.

Organizing the team - The first head coach assigned for each school and

grade will be responsible for setting the initial practice times and places and be responsible to organize drills.

If, at a particular school, registrations exceed the number of players for one team, multiple teams will be formed and additional coaches will be assigned. The head coach shall help the Sports Manager recruit additional coaches. Once all coaches are in place teams can divide as follows:

Kindergarten - Third Grade teams (with the exception of flag football) are to be of equal size with the skilled and non-skilled players divided equally.

Fourth - Eighth Grade teams with enough players to divide into two or more teams will be divided by skill, provided enough teams can be formed for viable leagues. The AAA coach has the right to choose his/her players first, AA coach chooses his/her players next, and so on.

Equipment - Once a coach has been appointed, he/she may check out the appropriate equipment for sport and grade beginning the night of the coaches organizational meeting or the following day.

Practices - Coaches selected prior to the beginning of the season should attend the first organizational meeting where they will be given a general overview of the KIDSPORTS program and have an opportunity to sign up for practices. Coaches assigned after the organizational meeting arrange practices directly with their area Sports Manager.

Recruiting - KIDSPORTS is a neighborhood based program. KIDSPORTS encourages coaches to recruit players from the assigned school. In keeping with the KIDSPORTS philosophy of "All Kids Play," coaches must never discourage kids from registering to play.

Team Supervision - Upon becoming a KIDSPORTS coach, an individual agrees to supervise the players on their team during all KIDSPORTS sanctioned activities. These include: practices, games, or special events that

their team may do as a unit.

Coaches are responsible for the conduct and safety of their team, any siblings who they permit to attend practice and fans who attend games. Coaches must not leave players unattended at practices or games. At least one coach must remain after practice until all players are picked up.

Coaches assume responsibility of managing the facility in the absence of a paid school official, KIDSPORTS Gym Supervisor, or other KIDSPORTS designee.

During games coaches are responsible for the conduct of the parents and fans of children on their team. The officials may enlist the help of the coach if a fan or parent becomes out of control. If a coach doesn't come to the aid of the official, the game can be suspended.

2.02 Team Rules and Discipline - Coaches are required to conduct a parent meeting at the beginning of the season to review team rules and expectations. KIDSPORTS recommends that every parent be provided a written list of team requirements. Rules should be reasonable and within the spirit of a recreational sports program. Coaches cannot suspend a player's playing or practice time privileges if players and their parents have not been given a copy of the rules in advance. Coaches cannot suspend a player for more than one game or three practices in a season without getting permission from KIDSPORTS in advance.

Practice Attendance - Team coaches have the authority to establish reasonable attendance requirements for practice sessions. Coaches must inform team and parents of the exact rules and penalties governing attendance. Coaches should take every step possible to avoid any misunderstanding of their attendance rules. These rules should be written and distributed during the team/parents meeting.

Disciplinary Action - A coach is authorized to impose disciplinary actions

against a player who will not follow instructions, willfully disrupts practice, etc. Such action cannot be more severe than one game or three practices. If a coach desires more severe action, he/she shall petition the Sports Manager for a variance to this policy. Before any disciplinary action takes place, the player's parents must be notified and given all details.

2.03 Team Rosters and Line Up Cards - Coaches are permitted to play only athletes placed on their official Roster in KIDSPORTS' regular season games and official tournaments. (See section 3.05 Registering Your Team) Any use of a non-rostered player in a game is a severe breach of ethics and is grounds for immediate dismissal and game forfeiture. There is never a permissible reason to use a player not on the Roster. If the coach has any questions he/she should check with their KIDSPORTS Sports Manager. For most sports coaches are required to fill out a line up card before every game. Coaches are never permitted to breach playing time rules. Injury, illness, or discipline as described in the Rule Modifications provide the only exceptions to playing time requirements.

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2.04 Responsibilities of a Coach - When a person agrees to coach a youth team, he/she assumes tremendous responsibility. Persons NOT WILLING to accept ALL FACETS of coaching responsibilities as listed below, should not become a KIDSPORTS coach. Commitment to these responsibilities is extremely important for the success of the program and the kids as well as the coach.

Promoting Your KIDSPORTS Program - A volunteer coach must be willing to make a commitment to upholding the ideals and philosophy of KIDSPORTS. Coaches are expected to promote program values at all times and maintain a positive attitude toward fund raising projects by complying

with the meaning, spirit and intent of program policies and regulations. Purposely ignoring or willfully violating this aspect of coach responsibilities will not be tolerated.

Time Commitment - A volunteer coach must be available at least two hours per day, three-to-four times per week for the duration of a season. Before you commit to coaching make sure you can spare ample time each week for the entire season.

Team Duties - Coaching a youth team carries many duties other than actual coaching. Coaches must follow and adhere to all policies as listed in this publication.

2.05 Coaches Conduct - During KIDSPORTS activities coaches are expected to maintain a high standard of conduct and display good sportsmanship at all times. Yelling, screaming, swearing, berating, willfully violating rules, etc. will not be tolerated.

When a coach displays attitudes, actions or conduct contrary to KIDSPORTS rules, regulations and philosophy, the coach will first be counseled by KIDSPORTS staff. Subsequent violations may result in suspension or other sanctions. Repeated violation of rules, regulations and policies may result in permanent suspension from KIDSPORTS.

Winning is Not Everything - Always keep in mind that you are a role model for kids. Approaching every game with the right outlook is very important. Please remember not every team can win and teaching kids how to deal with losing is a very valuable lesson. If you think winning is the only thing that matters, you probably should not coach. Youth sports should instill attitudes and character that will be beneficial to the kids in their future.

The Best Interest of Kids - Young athletes must be made to feel good about themselves. A KIDSPORTS coach cannot belittle, degrade or reject any

child. A coach must establish and maintain proper discipline at all times with the same rules and expectations applying to everyone. (see page 4 for player discipline policies.) The coach is responsible for making sure each child is given an equitable opportunity during practice sessions and games.

Role Model - The volunteer coach has a great influence on kids playing in the program. They will notice your dress, your language, whether or not you have a sense of humor, and many other things. Because of this, a coach must exhibit a positive attitude at all times. Set a good example by never swearing, smoking, yelling, or screaming, etc.

Game Conduct - Coaches must refrain from any personal action or display of poor attitude which may arouse players, team followers or spectators to unsportsmanlike behavior. At all times, coaches must show complete respect for game officials, opposing players, coaches, and spectators. Bad attitudes, temper tantrums, intoxication, and poor displays of conduct become a direct reflection on the program, as well as the coach, and will not be tolerated. Such actions will be dealt with by the administrative staff and could result in suspension from coaching duties.

Disciplinary Action - Any coach or player ejected from a game is suspended from the next scheduled game. Further ejections will result in further suspensions or termination. If a coach engages in a physical altercation during a KIDSPORTS activity, the coach is automatically suspended from coaching. Reinstatement may be granted after review by KIDSPORTS staff.

2.06 Parent and Player Conduct - Coaches have a responsibility to control the players, parents and anyone else attending KIDSPORTS activities associated with their team. The use of alcohol and tobacco products at game or practice sites is prohibited. Parents demonstrating bad attitudes, temper tantrums, intoxication, or poor displays of conduct will be dealt with by KIDSPORTS staff and could be banished from game sites or have their children expelled from the program. SECTION III - ORGANIZING

YOUR TEAM (Before Season Begins)

3.01 Coaches Registration - KIDSPORTS coaches (including assistants) are required to complete and file a copy of the Coach's Application and Background Check Form with the KIDSPORTS office.

Registration Deadline - Head coaches must have their coaches application on file prior to receiving their team equipment/uniforms. Assistant coaches must complete registration requirements no later than 3 days prior to the first game appearing on the team's KIDSPORTS game schedule.

3.02 Coaches Meetings/Clinics/Training - During each KIDSPORTS season a series of meetings for coaches will be held:

Organizational Meeting - Held during the week preceding the first practice date. This meeting is used for program orientation, scheduling of days/times for individual team practice sessions, answering questions and helping coaches get started. Equipment issue and uniform appointment sign-up may also occur at this time.

Game and Practice Scheduling Meeting - A meeting for all coaches will be held mid-week prior to the first game of the season. During this meeting official game schedules will be issued, practice times determined for the rest of the season and playing rules discussed. Game schedules will not be released prior to this meeting and coaches not in attendance will be limited to whatever practice times remain.

Coaches Clinics - For each sport KIDSPORTS will endeavor to provide sport specific coaches training sessions. These sessions will provide coaches a variety of skill progressions and organizational strategies to improve the effectiveness of their efforts in practices and game situations.

3.03 Setting Practice Times/Reserving a Facility

Definition of a Session - Any game, meeting, practice or get together, called or scheduled by and held under the supervision of an adult is a session. One or more players meeting with a coach constitutes a session.

Sunday Sessions - Other than games scheduled by KIDSPORTS, Sunday sessions are not recommended. Furthermore, when sessions are scheduled on holidays or days when players are unable to attend for religious reasons, these players may not be penalized.

Supervision - No session may be held if a coach registered by KIDSPORTS is not in attendance for the entire session. Whenever team coaches leave, players must also leave. FAILURE TO PROPERLY SUPERVISE may result in automatic cancellation of future practice sessions.

Facility and Equipment Damage - Whenever damage occurs during a KIDSPORTS activity, those involved are required to make restitution. KIDSPORTS does not have funds available for this purpose. Coaches, supervise your players at all times!

Time Limits - Practice sessions involving elementary school (grades K-5) children must terminate promptly at 8:30 P.M., and 9:00 P.M. for students enrolled in middle and high schools (grades 6-12).

Weekly Limits - The number of sessions shall not exceed the limits established below except that all teams are allowed to practice, if desired, at least twice a week. All practice time limits begin with the time players are instructed to report.

Sport	Grade Level	Max. Session Length	No. of Sessions per week
Tackle Football	5-8	2 hrs.	5
Flag Football	2-3	1 hr.	3
Flag Football	4-5	1.5 hrs.	4

Soccer	K-3	1 hr.	3
Soccer	4-8	1.5 hrs.	4
Volleyball	3	1 hr.	3
Volleyball	4-8	1.5 hrs.	4
Basketball	1-3	1 hr.	3
Basketball	4-12	1.5 hrs.	4
T-ball	K-1	1 hr.	3
Coach Pitch	2-3	1 hr.	3
Baseball/Softball	4-8	1.5 hrs.	4

For the purpose of calculating number of sessions, the week begins Monday morning and ends Sunday night.

How to Obtain Practice Times - Each head coach is responsible for determining practice times. Your Sports Manager has worked with supervisors of playing facilities and has obtained all times available for KIDSPORTS teams. To reserve practice facilities you must contact your Sports Manager. Some facilities may be scheduled by a KIDSPORTS volunteer school coordinator. Other arrangements will not be honored.

3.04 Player Turn Out/Selecting Your Team - Some of the most important responsibilities you assume when you volunteer to coach a team involve recruiting, player turnout, and splitting teams.

Turnout - It is very important each child who wants to play is given that opportunity. All kids, regardless of athletic ability, should be encouraged to play. You may ask school principals or PE specialists to lend a hand by announcing the day/time for your first turnout. Most kids are eagerly waiting to hear from you, but there will be some who are undecided for some reason and they will need personal encouragement before they turn out.

Notification of Practice - Prior to your first practice session, KIDSPORTS staff can provide you with an updated list containing names of kids who have registered and kids who played last year. TELEPHONE EVERYONE ON THE LIST(S). LET THEM KNOW WHEN, WHERE AND WHAT TIME THE FIRST PRACTICE WILL BE HELD. At your first few practices, record names and phone numbers of all players. This will give you some idea whether you may need to split into more than one team. Prior to the second practice please call registered players who have missed the first session. Tell them where and when the next practice will be held.

**** ONLY ONE PRACTICE - A child is allowed only one practice before they are registered. Players should give you a registration receipt as proof that they have registered at KIDSPORTS.

Reporting Your Turnout - Please keep in close contact with your Sports Manager. Knowing the number of kids practicing -- whether or not registered -- and kids not practicing, but confidently expected, is essential to good team formation planning.

Roster Size - To encourage maximum participation and provide team stability, KIDSPORTS has established minimum/maximum number team sizes. Roster sizes are as follows:

Basketball----- 7 to 10

Baseball/Softball ----- 12 to 15

Jackie Robinson Baseball/Softball----- 12 to 15

T-Ball/Coach Pitch----- 14 to 16

Tackle Football----- 20 to 35

Flag Football----- 14 to 16

Volleyball (3rd-4th grade)----- 5 to 8

Volleyball (5th Grade)----- 6 to 9

Volleyball (6th-8th grade)----- 8 to 10

Soccer (K-1 grade)----- 8 to 12

Soccer (2nd grade)----- 8 to 12

Soccer (3-8 grade)----- 10 to 14

Klassic Soccer----- 11 to 18

In EMERGENCY SITUATIONS, rather than eliminate a team, a Sports Manager may approve a non-standard roster size.

Team Formation - After player registration closes (Registration Deadline) the head coach must contact the Sports Manager and report the exact number turning out for practice plus any believed seriously wanting to join the team. Non-registered players are invisible to KIDSPORTS and it is essential to the Sports Manager to know how many are actually going to play. If you have more than the maximum number of the preceding paragraph your Sports Manager will determine the number of players for your team and how the excess number will be handled.

Girls may, at the discretion of KIDSPORTS, participate with boys in any KIDSPORTS activity if there is no girl's team or equal opportunity for participation. If girls are permitted to participate on a team designated for boys, the team shall compete against a designated boy's team and not against a designated girl's team.

UNDER NO CIRCUMSTANCES WILL PLAYERS BE ELIMINATED FROM

PRACTICE SESSIONS OR ASSIGNED TO ANOTHER TEAM UNTIL KIDSPORTS DIRECTS THE COACH TO DO SO.

3.05 Registering Your Team (Team Roster) - The head coach will

provide a list of those on their team to KIDSPORTS when he/she picks up uniforms. This officially registers the team and KIDSPORTS will create an official Team Roster. KIDSPORTS uses the Team Roster to check player registration, track unaccounted kids, check for eligibility and determine who should get uniforms.

UNIFORMS WILL NOT BE ISSUED UNTIL A TEAM ROSTER IS CREATED 3.06 Equipment and Uniforms - Coaches are responsible for the care and return of KIDSPORTS uniforms and equipment. Each team will receive a standard equipment issue appropriate for the grade and sport involved. Coaches can be held financially responsible if the equipment is not returned in a timely manner. When returnable uniforms are issued, coaches are responsible for their return along with any equipment issued within two weeks of the end of their season. Under some circumstances KIDSPORTS coaches may be given permission to keep their equipment or uniforms past the end of the season to compete in non-KIDSPORTS events. Permission to keep equipment or uniforms beyond two weeks must be requested in advance.

Only KIDSPORTS issued uniforms for grades K-5 shall be worn by teams during games and tournament play. Uniforms may not be altered in any way, e.g., printing of business or team names, cutting off sleeves, changing color, etc. When t-shirts are issued as uniforms, they do not have to be returned.

Middle or high school teams may be allowed to wear other than KIDSPORTS issued t-shirts as uniforms based on the following criteria:

* Teams want to wear discarded high school uniforms or similar attire

- * There is no corporate name printed on the uniform
- * There is not a color conflict in the league
- * Uniforms meet all KIDSPORTS' uniform specifications
- * The team is not sponsored by a KIDSPORTS donor.

The head coach must seek permission from KIDSPORTS Support Services Manager to wear non-KIDSPORTS issued uniforms. Permission will not be granted until the sport season registration deadline.

KIDSPORTS does not require specific attire for coaches, however objectionable markings that are visible on the body, uniform, or equipment of coaches or players are prohibited.

SECTION IV - RUNNING YOUR TEAM (While Season is Underway)

4.01 Game Schedules - KIDSPORTS will issue an official game schedule during a coaches meeting (Scheduling Meeting) held during the week preceding the first game date. Schedules will not be issued before this meeting. Every team will receive a number of schedules to be distributed to each coach and player. Be sure each player gets his/her copy immediately.

When/Where - Games can be scheduled on weekdays and/or on the weekend. Fall soccer and flag football games will be scheduled to allow for darkness. Basketball, volleyball and tackle football will be played on weekends. Sunday games will begin after 1:00 p.m.

Conflicts - Coaches who have possible scheduling conflicts such as work-related problems, special school events, etc. may submit a request asking the staff to schedule around conflicting dates. Every effort will be made to accommodate such requests. However, we cannot guarantee conflict will

be avoided. All conflict requests must be submitted to KIDSPORTS prior to the last day of player registration. If a coach chooses to coach multiple teams in the same sports season, he/she must have an assistant coach for each team prepared to take the team if scheduling conflicts exist.

Restriction of Changes - Once the official game schedule is published and/or distributed we will make every effort to avoid changes, altered or modified in any way, except in those situations that the program staff deems to be an emergency or unavoidable situation.

Additional Games - Coaches can set up games in addition to those scheduled by KIDSPORTS. The games must be played in place of a regularly scheduled practice time and must be played according to all KIDSPORTS rules and policies.

4.02 Rule Books - All KIDSPORTS games are played according to rules and regulations approved and published by the National Federation of State High School Athletic Associations. KIDSPORTS does not provide these books for coaches. Copies can be purchased at some local sporting goods stores.

Some standard rules have been changed, modified, or added to by KIDSPORTS so that the individual player has an increased opportunity to experience success. Changes are published in a Rule Modifications booklet which is provided in the coaches packet.

4.03 Game Officials - (Referee/Umpire) - Game officials are provided through a commissioner or an officials association for that sport. Officials are recruited, trained, and scheduled as requested by KIDSPORTS. For younger age groups in some sports parent volunteers are trained to officiate games. Many referees working games for KIDSPORTS are in their first or second year of officiating. Just like the young players on your team, they are learning and will make mistakes. Please be patient and understand that each referee is striving to improve and should be treated with respect

at all times.

4.04 Reporting Your Score - The standard arrangement for reporting game results is that the referee, umpire, or gym supervisor of your game will report scores to the KIDSPORTS Scheduler, who tabulates the results. Exceptions to the standard are for Klassic Soccer, Tackle Football and all out-of-district or out-of-town games where the winning coach should call the KIDSPORTS Scheduler with results; date and time of game, location, score, and the winning team's school name (not nickname.) KIDSPORTS may also make other arrangements for compiling results.

4.05 Playing Time for Players - Any child can participate in KIDSPORTS programs regardless of athletic ability. KIDSPORTS rules and policies for each sport guarantee every child a minimum amount of playing time each game. Coaches must follow these rules exactly and cannot reduce playing time or hold players out because of athletic ability. The game is for the kids. If a child is part of the team, he/she has a right to play unless injured, fails to attend practice sessions, or is placed on disciplinary status. [See section 2.02 Team Rules and Discipline] Players must either play the required minimum or not play at all!

Injury Accident - Any player who is injured or is ill to the extent that a licensed physician was consulted may not participate in any practice session or game until such time as he/she is approved for participation by the attending physician. This approval must be submitted to the head coach of the player's team in written form.

ONE OF THE MAIN GOALS OF KIDSPORTS IS TO PROVIDE AN OPPORTUNITY FOR ALL CHILDREN TO HAVE A FUN AND REWARDING EXPERIENCE. DO NOT SACRIFICE A CHILD'S POSITIVE EXPERIENCE BY NOT PLAYING THAT CHILD AS MUCH AS POSSIBLE BEYOND THE MINIMUM REQUIREMENTS IN EVERY GAME!

4.06 Transporting Players - Except in emergencies, or pursuant to fully

executed authorizations on prescribed KIDSPORTS' forms (transportation agreement), coaches and officials shall not transport participants other than their own children to or from practices, games of KIDSPORTS related activities. A transportation agreement form will be provided in your coaches packet. SECTION V - POST SEASON WRAP-UP

5.01 Championship Tournament - With the exception of Spring Soccer KIDSPORTS will conduct a championship tournament following completion of each regular season schedule. Most tournaments will be open to all teams that pay the tournament entry fee. If facilities are not sufficient to accommodate all teams the number of teams selected to participate will be made by the KIDSPORTS staff. Each team involved in tournament play will play at least one game. Coaches may elect to enter their teams in tournaments not sponsored by KIDSPORTS. KIDSPORTS uniforms and equipment may be used. KIDSPORTS does not assume responsibility of any kind for non-KIDSPORTS play.

5.02 Critique/Evaluation - Following the last games of the season KIDSPORTS will distribute a program evaluation questionnaire. Coaches should complete this questionnaire and return it to KID-SPORTS. Data from this survey will be used by staff, Board of Directors and Sport Advisory Councils to evaluate the season, identify problem areas and develop strategies for implementing program changes and/or improvements.

5.03 Return of Uniforms and Equipment - KIDSPORTS expects items checked out (with the exception of non-returnable t-shirts and hats) to be returned within 14 days of the end of the regular season or end-of-season tournament. When coaches are issued KIDSPORTS-owned items the checkout form contains an acceptance and return agreement. Be sure you understand the terms of this agreement before you place your signature on the line.

SECTION VI - ADDITIONAL INFORMATION

6.01 Fund Raising Projects - Player registration fees cover about two thirds of KIDSPORTS costs. Fees are set as low as possible to allow as many children to participate as possible. The balance of KIDSPORTS budget comes from sponsorships, corporate and individual donations, special events and projects, and from the City of Eugene.

Each year, KIDSPORTS conducts fundraising projects that may require Coach support and involvement. The KIDSPORTS Coupon Book is a major fundraiser and provides critical funds for sports programs and scholarship assistance. The Coupon Book is sold in the Spring sports season by soccer teams, baseball and softball teams. Coaches are asked to help recruit one or two parents to handle the sale and to motivate players to sell. Incentives are provided to children and team leaders as a way to say thank you for their sales efforts.

6.02 Team Photographs - KIDSPORTS has an agreement with Moderne Briggs Studio to provide team photographs. Moderne will provide a schedule of days, times and places where your team photo can be taken. There is no charge to have a team photo taken. Players can purchase a copy as well as individual photographs. Coaches will receive a complimentary team photo. It is suggested that coaches recruit a parent to handle the details of scheduling, distributing information packets, picking up photos from the Studio, and getting the photos out to the kids.

Team photographs are given to KIDSPORTS team sponsors as a lasting memento. Team photos are important recognition for our team sponsors. If you don't get a team photo taken, we will not be able to properly thank our sponsors. Your assistance and cooperation in making sure a team photo is taken is sincerely appreciated.

6.03 Team Sponsors - Each year KIDSPORTS solicits donations from the business and professional community to be team sponsors. In return for their donation, the business or individual is designated to be an official

team sponsor, a team is named for them, and their name appears on the players' uniforms and game schedules.

Team sponsors are an important part of the KIDSPORTS program, and coaches are asked to assist in the following ways:

- a.) always use the team sponsors name when referring to your team,
- b.) contact your team sponsor before the first game and invite them to attend a game. Please call the KIDSPORTS office for contact information.
- c.) thank your sponsor at the end of the season. Encourage your players and parents to support the sponsor as appropriate.

6.04 Coaches' Bulletins - KIDSPORTS may send out clarifications and information on the program to coaches during the season. If you have questions or concerns you feel others might share, contact your Sports Manager. We will attempt to use email as much as possible to improve communication and timeliness. Please provide us your most accessible email address.

6.05 Program Advisory Committees - KIDSPORTS organizes a special advisory committee for each sport season. This committee is composed of at least one staff member, one board member, and 8-10 coaches, parents and/or interested persons. This committee reviews every aspect of a sport: playing rules, policies, equipment, uniforms, game officials, schedules, facilities, coaches training, etc. After the review process, the committee identifies problem areas and develops recommendations to the staff for program improvements. If you want to be involved with one of these committees, please volunteer by contacting any KIDSPORTS Sports Manager or the Sports Director.

6.06 Player Fees - KIDSPORTS charges each participant a fee to play in the program. The fee varies for each sport depending upon the length of the

season, costs involved, etc. KIDSPORTS has scholarship program available for low income or underprivileged families.

6.07 Scholarships - Financial assistance is available to qualifying families. Fee reductions are typically 50% off based on income or qualification for Free or Reduced Lunch program.

Coaches should always be on the lookout for kids who should be playing, but are not because they feel they cannot pay the fees. Encourage these children to get involved, tell their parents about the fee reduction scholarship program and encourage them to contact KIDSPORTS.

EMERALD KIDSPORTS

SUMMARY STATEMENT OF POLICY PROHIBITING

DISCRIMINATION AND HARASSMENT

The Eugene/Springfield and Pleasant Hill communities are particularly sensitive to harassment and discrimination in sports programs. KIDSPORTS wishes to take this opportunity to emphasize its long-time policy prohibiting discrimination and harassment -- including sexual harassment.

KIDSPORTS is committed to the fair and impartial treatment of all program participants, including players, coaches, officials, KIDSPORTS

employees, and other volunteers. KIDSPORTS is further committed to creating and maintaining programs free from discrimination and harassment in any form where all participants treat one another with respect. At KIDSPORTS we expect and demand that all program participants be treated fairly and equitably without regard to age, race, religion, gender, national origin or disability. Discrimination or harassment in any form is prohibited.

KIDSPORTS defines harassment as any unwelcome verbal, physical, or visual conduct based on age, race, religion, color, sex, national origin or ancestry, marital status, disability or any other status protected by law or policy. The emphasis is on the feelings of the individual receiving the unwanted attention, not on the intent of the individual engaged in the conduct. Inappropriate contact will not be tolerated.

If complaints or information indicating potential violation of this policy are received, KIDSPORTS will promptly and aggressively investigate. Where a finding of discrimination or harassment can be established, KIDSPORTS will initiate appropriate action to address the issue. Corrective action will reflect the severity of the problem, the offender's overall record and full consideration of the circumstances surrounding the situation. When deemed appropriate, KIDSPORTS may immediately sever all relationships with the offending individual.

KIDSPORTS will not tolerate intimidation, coercion, discrimination, or other retaliation against individuals who complain about violations of this policy or who testify, assist, or participate in any manner in an investigation.

If you become aware of any violations of this policy, you should immediately contact a KIDSPORTS Sports Manager.