



Last Updated: 28 June 2014

# THE COACHES HANDBOOK

This information was put together in the hope of giving our *COACHES* some helpful guidelines. If there is something you need or would like to know that is not included here, please do not hesitate to contact our Coaching Coordinator for assistance.

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# COACHES

## COMMUNICATION AND REFERENCE GUIDE

### *WEBSITE*

This is our main communication tool, please get into the habit of logging on and looking around and please encourage your team also. Every document and form used by the club can be found here. All information will be made available here as it comes to hand. We ask that the managers remind players and parents to log on and have a look as there is some great information to be found which can really be a help to parents, players, coaches & managers. There are also links to other baseball related sites that are well worth exploring. The web could always do with a few photos to keep it lively so if you have any of the teams or players please send them in to: [webmaster@seasiders.com.au](mailto:webmaster@seasiders.com.au)

**[www.seasiders.com.au](http://www.seasiders.com.au)**

**[www.manlywarringah.baseball.com.au](http://www.manlywarringah.baseball.com.au)**

**[www.mwbu.com.au](http://www.mwbu.com.au)**

### *"OFF THE BAT" – OUR NEWS BULLETIN*

From time to time we produce a news bulletin of what's happening within Seasiders and Manly Warringah Junior Competition Committee. When a publication is due Managers will be informed and hard copies displayed at the canteen. The most popular way to read the latest news is when sent to you by email. The bulletin along with all current dates, Coaching/Umpiring clinics, canteen rosters, future events, team news, gala days, representative player information, photos etc.

# RESPONSIBILITIES of the COACH

## *BEFORE THE SEASON STARTS*

The unpleasantness associated with children's sport can be prevented. It is the responsibility of all adults to ensure that the experience is positive. When planning your training sessions remember - Children are not little adults and they cannot do the same type of training sessions that adults can - nor do they want to.

The importance of young players receiving a positive experience from their participation in baseball cannot be underestimated. All involved in the sport want young players to have fun, develop skills, be safe and keep playing baseball.

The role of the junior coach in this process is critical. You have a responsibility to do everything in your power to ensure that all players have this safe fun environment. Although there are many different styles of coaching, they all have their advantages and disadvantages. It is well recognised that coaches will have preferred style. It is important for coaches to remember that their preferred style may not be the preferred style of their players. A good junior coach will adapt his/her style of coaching depending on the situation they are in and the children they are coaching at the time.

*Kids play baseball so they can;*

- ✚ Have fun
- ✚ Make friends
- ✚ Be with their mates
- ✚ Learn new skills
- ✚ Increase their confidence
- ✚ Be challenged
- ✚ To compete
- ✚ Be actively involved and successful

*Therefore your responsibilities are to;*

- ✚ Provide a safe environment
- ✚ Ensure training activities as adequately planned
- ✚ Make sure the learning of new skills is fun
- ✚ Foster positive relationships and respect between your players and the umpires,
- ✚ Between your players and your opponents. In other words "GOOD SPORTSMANSHIP"
- ✚ Between the parents/guardians and the players & officials
- ✚ Make sure children are evaluated for injury, if necessary
- ✚ Make sure they ALL get EQUAL playing time.

As well as

- ✚ Remind children to bring water to the game and training.
- ✚ Remind children to apply sun screen.

✚ Ensure children wear the safety equipment as stated within the rules.

Coaches are also required to complete a code of Conduct form and register with the NSW Guardian (<http://www.kids.nsw.gov.au/Working-with-children/New-Working-With-Children-Check/apply>) prior to commencing training with their team.

The Australian Sports Commission (ASC) has developed an online General Principles course so that coaches can educate themselves on coaching general principals, duty of care, negligence and all legal issues. Once accredited, as long as you adhere to what you learn through the accreditation process, you operate under the protection of the Australian Sports Commission (ASC) and the Australian Baseball Federation (ABF). In 2012/12 all Coaches are required to successfully complete this course. It is easy and can be completed on-line, at home and at your own pace. It is best that you complete the course now, so you will be ready for next season.

Please use the link below to access this course and complete it.

<https://learning.ausport.gov.au/jportal/default.aspx>

Under the Australian Baseball Federation (ABF) rules, prior to any game the Umpire will hold a plate meeting. This meeting is required

- As until the home team hands the umpire an ABF line-up sheet the umpire has no control of the game. Line-up sheets are available in your teams' kit bags and all coaches are to have one ready to hand to the umpire as the game cannot commence till one is handed to the umpire.
- The Clubs local rules are disseminated to the visiting team.
- Introductions are made.

## COACH'S COORDINATOR

If there is anything you do not understand or need clarification about please feel free to give our coach's coordinator TO BE INSERTED, a call. TO BE INSERTED has a long standing within the game and will endeavour to help however he can.

Email:

Tel:

## QUICK REFERENCE - WHERE DO I FIND IT ON THE WEB?

www.seasiders.com.au

<b>Members</b>		
<b>Members Documents</b>		
Baseball Terms	JF Diamond Setup Procedure	MSBC Pitch Count
Result Sheets	T Ball Terms	Age Matrix
ABF Insurance Policy	ABF Insurance Claim Form	Zooka Manual
Line Marking Manual	ABF Anti-harassment Policy	ABF Anti-doping Policy
Zooka Game Procedure		
<b>Handbooks</b>		
MSBC Umpires Handbook	MSBC Managers Handbook	Scoring Handbook
MSBC Coaches Handbook		
<b>JCC Information</b>		
JCC Rules	JCC Competition Draw	JCC Results
<b>Child Protection Registration</b>		
<b>Membership Application</b>		
<b>Menu</b>		
<b>About Seasiders</b>		
Parents Code of Conduct	Players Code of Conduct	Coaches Code of Conduct
<b>Teams</b>		
Teams Resources		
Diamond Sizes	Age Matrix	
<b>Grounds</b>		
John Fisher	Bicentennial/Flat Rock	Aquatic
Rat Park		St Matthews Farm
<b>Contacts</b>		
Committee Details		
<b>Home</b>		
<b>Awards</b>		
Hall of Fame	Honour Board	Life Members
Peter Bemrose Coach of the Year Trophy	Tom O'Connell Club Person of the Year Trophy	Paul Harradine Player of the Year
Distinguished Service		
<b>Weather</b>		
Hot Weather Procedure	Wet Weather Procedure	
<b>General Docs</b>		
Constitution (Club)	John Fisher Local Ground Rules	By-Laws (Club)
Contacts		
<b>Shopping</b>		
Fleeces	Kit Bags	Hats
Belts	Open's Playing Shirt	

### Divisions v Age Groups

Under 19's	Baseball
Under 17a's	Baseball
Under 15's	Baseball
Under 12's	Baseball
Under 11's	Baseball
Under 10's	Zooka (T Ball)
Under 9's	T Ball
Under 8's	T Ball (non-competitive, with no scoring)
Aussie T Ball	T Ball (Friday Nights)

## OTHER INFORMATION

### *The Rules Summary*

Every player has access to the Seaside Website this site gives information such as;

- ✚ The rules for Baseball and T Ball competitions.
- ✚ A summary of the rules.
- ✚ Contact information for the club and it's committee.
- ✚ Maps of the grounds and diamonds.
- ✚ Result sheets.
- ✚ Pitch count sheets (for baseball teams).
- ✚ The Draws.
- ✚ The competition ladder.
- ✚ Etc.

Take the time to familiarise yourself with this summary it can be very useful.

The 'new' T ball coaches may find it useful to download a copy of the terms and definitions of T-ball from the web site.

Over the years, we have found that a lot of parents yell things at the kids from the sideline that are not right and the kids get very confused. Things like "tag up, tag up", which the little kids don't understand and is often used inappropriately. So please read these terms and definitions and feel free to hand them out to parents in your team. The kids may find them helpful as well.

## *Defensive Outs*

It is a requirement of the Australian Baseball Federation junior competitions that all players field a minimum number of defensive outs. The reason for this is to ensure **every player** has an **equal** amount of **time** on the diamond.

Simply, one defensive out (DO) is given to a player when an out has been made while he/she has been fielding. So when a batter or runner is out, all players in the field at that time are credited with one DO. In T-ball and games of baseball where runs are restricted, a player would be credited with 3 DO's on the field for the whole innings.

Therefore there is a maximum of 3 DO's per player on the field per innings. At the end of each innings there should be 27 DO's recorded, 3 for each of the 9 players on the field. These are recorded on the result sheet and handed in at the completion of every game. To record DO's on the result sheet it is simply a matter of placing a "X" next to each player when they sit off an innings. Although, DO's are recorded by the scorer, it helps enormously if you can give the scorer a batting line up and a list of who will be off each innings.

## *The Result Sheet*

These must be filled in by the HOME TEAM in ALL divisions *except the T Ball U8 & U7* at the end of each game. The coach of the HOME team must make sure that this is handed in at the canteen at the ground of play. I have found that this is best done by the scorers as they can record who sat out in each inning (the DO's), fill in the score and get the coaches and umpire to sign the form once completed while you and the team are wrapping up the game and packing up the kit etc. Please ensure the scorer has completed the result sheet correctly. This will prevent your team not being awarded your "win points".

Coaches **must** ensure that the result sheet is correct in all areas prior to signing the sheet and a line drawn through any unused section. It **must** be noted that this sheet is the true record of the game, if not completed correctly argument can be created and take a coaches valuable time

*If you are playing a team from North Sydney or Dragons and you are at their home ground you can also fill in a result sheet and bring it back to the John Fisher canteen. The reason is that at those grounds there is no canteen and because they are out of our area it can take a long time for the results to get to JCC.*

*The information is then forwarded to the JCC Competition's recorder no later than 6pm on the "game day" and it is then downloaded into the competition tables on the*

*JCC website. The recorder is also responsible for recording the defensive outs and will contact clubs where teams are not complying with the rule.*

## Umpiring

We also have affiliation with the Manly Warringah Baseball Umpires, and would suggest that if you have any problems or questions regarding Umpiring you contact this group they have a large amount of knowledge and may even be able to help with umpiring duties if you run out of options, it is worth noting that requests for umpires should be made early in the week as umpires may already be allocated. Coaches are also reminded of the need to hand the Umpire an ABF "line-up sheet" at the plate meeting.

## Coaching Code of Conduct

- Be reasonable in your demands on young players' time, energy and enthusiasm.
- Treat all players with respect at all times.
- Be fair, considerate, honest and consistent with them.
- Teach your players that rules of the game are mutual agreements which no one should evade or break. Accept and respect the role of Officials and teach the players to do the same.
- Whenever possible, group players according to age, height, skills and physical maturity.
- Avoid over-playing the talented player. The "just-average" players need and deserve equal time.
- Remember that children play for fun and enjoyment and that winning is only part of their motivation. Never ridicule or yell at the children for making mistakes or losing a competition. Refrain from conduct which could be regarded as harassment towards your players and other coaches, officials or parents.
- Do not be aggressive. Teach your players not to be aggressive. If you see aggression by any of your players, Official, parent, spectator or other player, report it. Do not take the law into your own hands.
- Provide feedback to players and other participants in a manner sensitive to their needs.
- Avoid overly negative feedback.
- Treat all players fairly within the context of their sporting activities, regardless of gender, race, place of origin, athletic potential, colour, sexual orientation, religion, political beliefs, socio-economic status and other conditions.
- Encourage players to respect one another and expect respect for their worth as individuals regardless of their level of play. Involve the players in decisions that affect them.
- Ensure any physical contact with players is appropriate to the situation and necessary for the player's skill development.
- Be acutely aware of the power that you as a coach develop with your players in the coaching relationship and avoid any sexual intimacy with players that could develop as a result.



- Avoid situations with your players that could be construed as compromising.
- Actively discourage the use of performance enhancing drugs, the use of alcohol and tobacco and illegal substances.
- Do not exploit any coaching relationship, to further the personal, political or business interests at the expense of the best interests of your players.
- Ensure that equipment and facilities meet safety standards and are appropriate to the age and ability of the players.
- The scheduling and length of practice times and competition should take into consideration the maturity level of the children.
- Develop team respect for the ability of opponents as well as for the judgment of officials and opposing coaches.
- Make a personal commitment to keep yourself informed of sound coaching principals and the principals of growth and development of children. Recognise player's rights to consult with other coaches, advisors or specialists.

## Player & Parents Code of Conduct

- Play for the "fun of it" and not just to please parents and coaches.
- Abide by the Rules and respect the decision of the Official, making all appeals through the formal process and respecting the final decision.
- Be a good sport. Cheer all players whether they are on your team or the other team.
- Respect the rights, dignity and worth of fellow players, coaches, officials and spectators.
- Refrain from conduct which could be regarded as harassment towards fellow players and coaches.
- Do not be aggressive. If you see acts of aggression, do not retaliate. Report such acts and do not take the Rules into your own hands.
- Respect the talent, potential and development of fellow players and competitors.
- Care for and respect the equipment provided to you as part of your program.
- Be frank and honest with your coach concerning illness and injury and your ability to train fully within the program requirements.
- At all times avoid intimate relationships with your coach.
- Conduct yourself in a professional manner relating to language, temper and punctuality.
- Maintain high personal behavioural standards at all times.
- Be honest in your attitude and preparation to training. Work equally hard for yourself and your team.
- Co-operate with coaches and staff in the development of programs to adequately prepare you for competition at the highest level.

# Baseball NSW

## Umpire Code of Conduct



- ⇒ Officiate by the competition conditions and rules and the mechanics taught in the ABF Umpire Development Program.
- ⇒ Verbal abuse towards players, managers, coaches, officials or fans will not be tolerated.
- ⇒ Control your temper – no criticism by words or gestures
- ⇒ Co-operate with the umpire coordinator and fellow umpires. Show respect for the participants and their skills
- ⇒ No drug use of any kind will be tolerated unless prescribed by a licensed physician.
- ⇒ Refrain from profanity at all times.
- ⇒ Be polite to all participants.
- ⇒ The use of any form of tobacco or alcohol of any description on the field, or while in uniform, is banned.
- ⇒ No use of tobacco products on or around the baseball venue.
- ⇒ No eating on the baseball field and drinking shall be limited to water and other soft drink.
- ⇒ Wear the ABF official umpire shirt grey pants, navy cap and black shoes with black socks.
- ⇒ Arrive at the ground no later than 30 minutes before the scheduled start time of the game.
- ⇒ The use of alcohol of any description while in the presence or vicinity of under age players is banned.
- ⇒ Notify the Umpire Coordinator as soon as practical if you have an ejection from the game.
- ⇒ Ensure that your protection equipment is in good order and condition and is fitted correctly.
- ⇒ Strict observance and implementation of the Infectious Diseases Policy.