

**CARY PARKS, RECREATION AND
CULTURAL RESOURCES**

**2025 - 2026 WINTER
YOUTH BASKETBALL**

Ages 5 – 18



**COACHES
HANDBOOK**

PURPOSE STATEMENT:

Sportsmanship, participation, skill development, and fun for the participants are the objectives of the youth basketball program and no other concepts should transcend the welfare of the participants in the program.

Fun	Creating an environment that provides an enjoyable sports experience. Playing for the love of the game.
Participation	Providing an equitable opportunity for play and promoting fitness and wellness through physical activity.
Skill Development	Improving the participant's skill level through practice and play.
Sportsmanship	Actively expanding the individual's social ability to demonstrate teamwork, respect, and fair play.

The Town of Cary is proud of the youth programs being provided by the Cary Parks, Recreation and Cultural Resources Department. The Town is appreciative of the outstanding contributions of the many adults who serve as coaches, assistant coaches, leaders, and instructors in these programs.

Cary Parks, Recreation and Cultural Resources Department has prepared this Handbook to assist our coaches and their assistants. The guidelines and rules set forth herein are intended to provide a system of organization, methods of operation, and rules and regulations necessary for a youth basketball program in the Town of Cary.



GENERAL INFORMATION

****Please see Cary Youth [FAQ's](#) for additional Winter 2025-26 registration rules and guidelines. Where in conflict, information in the FAQ's supersedes any rules or guidelines otherwise laid out in this handbook.****

The youth basketball program is one of the largest programs offered by the Cary Parks, Recreation and Cultural Resources Department with over two thousand individuals participating each year. Youth ages 5 to 18 are eligible to participate in organized leagues. Games and practices are held at the Herbert C. Young Community Center, Bond Park Community Center, Middle Creek Community Center, and school gyms such as Green Hope Elementary, Alston Ridge Middle, Reedy Creek Middle, West Cary Middle, East Cary Middle, Davis Drive Middle, West Lake Middle, Mills Park Middle, Green Level High School and Cary Elementary. Volunteer coaches and assistant coaches help ensure the continued success of these programs.

REGISTRATION AND PLACEMENT:

In all leagues participants must be properly registered during the registration period. Boys and girls in the 5-6, 7-8 and 9-10 leagues are assigned to teams according to age and geography. Participants in the boys 11-12, 13-14, 15-16, and 17-18 and girls 11-12, 13-14 and 15-18 leagues attend a skills review session prior to being drafted onto a team. In all leagues youth on the waiting lists are placed onto teams when spaces become available

LEAGUE GAMES:

Schedules are prepared by the Cary Parks, Recreation and Cultural Resources Department Sports staff for each league. Standings are kept and post-season tournaments are played at the conclusion of the regular season in all leagues with participants 11 years old and older. Instructional leagues do not have a post-season tournament and regular season standings are not kept for these leagues.

SAFETY:

Always remember that the safety of the participants must be the primary concern of everyone involved in the youth sports program. Coaches must assume responsibility for each player's safety by assuring that they are taught the safe and correct techniques of the sport and that all players wear the proper safety equipment for each particular sport during practice as well as games.

DIVERSITY, EQUITY, & INCLUSION:

Cary is committed to fostering diverse, equitable, and inclusive programs. Our goal is for all participants in the program to feel valued and supported. To that end, Cary will not permit harassment of players, coaches, officials, or spectators, including comments based on race, color, religion, gender, national origin, age, or ability.

UNIFORMS:

Each participant receives a numbered reversible jersey to be worn during games. The home team wears white, and the visiting team wears the darker color in each game. These uniforms should not be altered unless approved by the Sports staff. Players keep their jersey at the end of the season. Participants are responsible for providing their own shorts and shoes. T-shirts may be worn under the jersey. If worn, it is HIGHLY RECOMMENDED (but not required) that players wear t-shirts that are matching in color to the primary color of the reversible jersey. Players may wear a t-shirt/undershirt that does not match the color of the tank top or reversible jersey. If any player wears a t-shirt that is not at all close to the primary color of the jersey, the coach may be contacted to

correct the issue. If the player continues to wear a t-shirt that is not close to the primary color of the jersey, the player and/or team may be subject to further restrictions on permissible t-shirts.

TIES IN FINAL STANDINGS:

If two (2) or more teams have the same winning percentage in the final regular season standings, the tie shall be broken by the win-loss record between the tied teams in regular season games. If this still results in a tie, a coin flip or random draw will determine tournament seedings. Standings are not maintained in the boys and girls 5-6, 7-8 and 9-10 leagues.

WARM UP & WALK UP MUSIC:

Warm-up / walk-up music is not permitted during games in all adult and youth leagues. Additionally, music is not permitted for any practices.

PROTESTS:

Protests are not recognized in the National High School rules or by the Cary Parks, Recreation and Cultural Resources Department.

SPORTSMANSHIP AWARDS (ages 11-18)

At the conclusion of the season, selected players, as voted by their team members, will be recognized for demonstrating positive sportsmanship throughout the season. Specific information will be provided to the coaches mid-season.

*Registration dates are established each year by the Cary Parks, Recreation and Cultural Resources Department. All Cary residents and all non-Cary residents returning to the same age division may register during the first two weeks. Registration continues on a space available, first come, first serve, basis for all Cary residents and non-Cary residents during the third week of registration.

Everyone must register each year!

Fees are established annually with non-Cary residents paying an additional non-resident fee.

All leagues use the rules established by the National Federation of State High School Associations in conjunction with local league rules. Each league also has mandatory playing time rules. Part-time staff are accessible during practices and games. During games the part-time staff will keep an official scorebook and chart mandatory playing time.

League	Ball	Goal	Defense	Minutes/ Quarter	Standings Kept	Post- Season Tournament
Coed 5-6	compact	8'	man-man, halfcourt	7 minutes	no	no
Girls 7-8	compact	9'	man-man, halfcourt	7 minutes	no	no
Boys 7-8	compact	9'	man-man, halfcourt	7 minutes	no	no
Girls 9-10	compact	10''	man-man, halfcourt	7 minutes	no	no
Boys 9-10	compact	10'	man-man, halfcourt	7 minutes	no	no
Girls 11-12	compact	10'	halfcourt* *Except 4 th Quarter	7 minutes	yes	yes
Boys 11-12	compact	10'	halfcourt* *Except 4 th Quarter	7 minutes	yes	yes
Girls 13-14	compact	10'	unrestricted	8 minutes	yes	yes
Boys 13-14	regulation	10'	unrestricted	8 minutes	yes	yes
Girls 15-18	compact	10'	unrestricted	8 minutes	yes	yes
Boys 15-16	regulation	10'	unrestricted	8 minutes	yes	yes
Boys 17-18	regulation	10'	unrestricted	8 minutes	yes	yes

CARY PARKS, RECREATION & CULTURAL RESOURCES DEPARTMENT

2025-2026 YOUTH BASKETBALL RULES

COED 5-6, GIRLS 7-8, and BOYS 7-8

The purpose of the league is to provide an introduction to the sport of basketball. Individuals will develop basketball skills and learn the concept of teamwork and organized sports. No score will be kept. These will be instructional leagues.

I. LEAGUE ADMINISTRATION

- A. The leagues shall be administered by the Sports staff of the Cary Parks, Recreation and Cultural Resources Department.
- B. The Athletic Committee shall serve as an advisory board to the leagues' administrators.
- C. Cary Parks, Recreation and Cultural Resources Department and its authorized commissions reserve the right to make any changes that they deem necessary.

II. ELIGIBILITY

- A. Coed 5-6 League will be formed by boys and girls 5-6 years old as of October 15th of each current league season.
- B. Boys 7-8 and Girls 7-8 Leagues will be formed by boys and girls 7-8 years old as of October 15th of each current league season.
- C. A player must play on the team to which they are assigned by the Parks, Recreation and Cultural Resources Department and may only change teams at the discretion of the Athletic Committee and the Cary Parks, Recreation and Cultural Resources Department.

III. COACHES' DUTIES

- A. To have completed certification through the National Alliance for Youth Sports (NAYS)
- B. To make certain the Sports staff have approved eligibility of all players before they participate.
- C. To maintain an orderly bench and keep all bench personnel seated during games. To instruct all players to report to scorer's table before entering the game.
- D. To see that all players carry gym shoes to the gym and put them on after arrival.
- E. To request all players **not to bring personal basketballs to the gym** for games.
- F. To have only three coaches (one may be a scorekeeper) on the bench during the game.
- G. To issue team jerseys provided by the Cary Parks, Recreation and Cultural Resources Department.
- H. To have submitted to a criminal background check as required of all Town of Cary volunteers working with vulnerable populations, and to ensure that all assistant coaches have done the same.
- I. To uphold the Community Recreation Division's philosophy of youth sports – Sportsmanship, Skill Development, Participation & Fun.

- IV. SAFETY:** Participant safety is the primary concern of the Parks, Recreation and Cultural Resources Department and all involved individuals must abide by all safety rules.
- A. Jewelry (including earrings, bracelets, rings, watches, metal hairpins, etc.) may not be worn during practices or games. Exception: Medical Alert jewelry.
 - B. Players wearing glasses should wear a safety strap.
 - C. During games and practices no extra running or dribbling of balls will be allowed around the gym area.
 - D. All warm-ups, coats, etc. must be placed under or behind team benches and not scattered around gym floor during games or practices.
 - E. No type of hard cast may be worn during any practice or game situation.
- V. LEAGUE RULES:** National High School Federation Basketball Rules will be followed with the following exceptions:
- A. Time Limitations: Games will consist of **four seven minute quarters**.
 - B. **There will be a five (5) minute grace period for the first game of the day or night only. Play will begin when five (5) players are present from both teams. If, after the grace period, a team still has fewer than five players, teams will share players in order for the game to be played. The official will officiate the game.**
 - C. **Games will be played with a running clock on the scoreboard for the full game. Clock will stop only on free throws, time outs, mid-quarter breaks for substitutions and unusual delays (injury, lost ball, etc.).**
 - D. Score and standings will not be kept.
 - E. Halftime: All halftimes will be three minutes.
 - F. Games will be played cross court (Exception: Middle Creek Gyms).
 - G. There will be **no jump ball** to start the game. Instead, the team listed first on the schedule will have first possession.
 - H. Timeouts:
 - 1. Each team has 3 timeouts per game.
 - 2. Coaches may call time out while their team is in control of the ball or during any dead ball. Timeouts may be called by head coaches from the bench.
 - 3. Substitution breaks are 1-minute. Coach may talk to their team but should prioritize substituting players during these breaks.
 - I. Ball Size: The Coed 5-6, Boys 7-8, and Girls 7-8 leagues will use a 28.5" circumference ball ("Compact" ball).
 - J. Goals:
 - 1. The Coed 5-6 league will use an 8' goal.
 - 2. The Girls 7-8 league will use a 9' goal.
 - 3. The Boys 7-8 league will use a 9' goal.

K. Free Throws:

1. The Coed 5-6 league will not shoot free throws.
2. The Boys 7-8 and Girls 7-8 leagues will shoot free throws from 12 feet (late season only).

L. Fouls:

1. For instructional leagues, Fouls will be called if the foul changes the course of play and should result in the fouled team retaining possession. After a foul, the ball should be immediately given back to the fouled team, or depending on how the foul affected play, taken out of bounds.
2. For Boys 7-8 & Girls 7-8, later in the season, fouls committed while in the act of shooting, should result in foul shots, for the fouled team.

M. Lane Violations:

1. Lane length for Boys 7-8 and Girls 7-8 will include the area from 12' free throw line inward to the baseline. Lane width will be regulation.
2. (Boys 7-8 and Girls 7-8 only): 5-Second Lane Violation will be in effect later in the season.

N. Defense:

1. Back Court Pressing Violation. Once a defensive player has control of the ball the opposing team must retreat to the other half of the court without applying any pressure until the ball and player have entered the front court.
2. All teams are required to play man-to-man defense. No double teaming is allowed. Brief help on defense and switching on defense are allowed, but officials will have discretion on calling double teaming.
 - a. (Coed 5-6 only): to facilitate man-to-man coverage, the Coed 5-6 league will employ the use of colored arm bands to allow coaches to match up their players. Coaches are encouraged to match up children in a manner that will best improve the skills of all children. Coaches will be given the opportunity to match up, or change assignments of the children before each segment of game-play.
3. A defensive player cannot steal the ball from an offensive player when the offensive player is dribbling or has control of the ball. A player may only steal the ball on an attempted pass.

Penalty:

- a. First violation by each team in each quarter, the offended team will retain possession.
- b. Additional violations after first being warned during each quarter, the offending team will be charged with a technical foul. Coed 5-6: offended team will be awarded ball out of bounds, with no free throw.

- O. There must be at least one pass made in the front court before a shot is taken each time down the court (exception: fast break situations).

Penalty: Loss of possession.

- P. The ten second and “back court” rules are in effect.
- Q. The three point shot will not be awarded.
- R. Injury - If there is a brief delay for an official to check on an injured player, the player may remain in the game and a time-out is not charged to that team.

VI. MANDATORY PLAYING TIME

- A. Each player must play at least one-half of each quarter. There will be a substitution break at the mid-point of each quarter. Mid-quarter substitution breaks will count as a 1-minute time out.
- B. Players must play an entire segment from the beginning of the quarter to the mid-point of the quarter, or from the mid-point of the quarter to the end of the quarter.
- C. Substitutions only occur at the mid-point of the quarter or between quarters (exceptions: injury, 5th personal foul, replacing player who has received a technical foul for unsportsmanlike conduct, removing a player who is out of control or is being overly aggressive, replacing free-throw shooter immediately after the mid-quarter break). Any exception will be documented by the scorekeeper and monitored. Substitution for disciplinary action with prior approval by the appropriate full-time Sports staff will be handled on a case-by-case basis. If prior approval is not obtained, the action is unauthorized.
- D. When more than six players are present, players are not allowed to participate in more than six (6) out of eight (8) segments of the game. Therefore, all players must “sit out” at least two (2) segments of playing time in two (2) separate quarters during the game.
- E. Players arriving late (after game begins), must play at least half (1/2) of both quarters in the second half, unless they are benched for disciplinary reasons or injury.
- F. List the names and numbers of your players in the appropriate columns of the player time sheets indicating with an asterisk (*) which players will be starting.
- G. Head coaches are required to sign the official playing time sheet immediately after the game.
- H. Violation of the mandatory playing time rules will be investigated by the Sports staff with penalties issued accordingly.
- I. The mandatory playing time rule may only be waived for disciplinary reasons or injury. (Players being disciplined should be reported in advance of the discipline to the league administrator).

**CARY PARKS, RECREATION
& CULTURAL RESOURCES DEPARTMENT
2025-2026 Youth Basketball League Rules
(Ages 9 and Up)**

I. LEAGUE ADMINISTRATION

- A. The league shall be administered by the Sports staff of the Cary Parks, Recreation and Cultural Resources Department.
- B. The Athletic Committee shall serve as an advisory board to the league administrators.
- C. Cary Parks, Recreation and Cultural Resources Department and its authorized committees reserve the right to make any changes that they deem necessary.

II. ELIGIBILITY

- A. Leagues will be formed based on the player's age as of October 15th of the registration year.
- B. A player must play on the team to which they are assigned by the Parks, Recreation and Cultural Resources Department and may only change teams at the discretion of the Athletic Committee and the Cary Parks, Recreation and Cultural Resources Department.
- C. Cary Parks, Recreation and Cultural Resources places no restrictions on the eligibility of school athletes to participate.

III. COACHES' DUTIES

- A. To make certain the Sports Program Coordinator has approved eligibility of all players before they participate.
- B. To control an orderly bench and keep all bench personnel seated during games. To instruct all players to report to scorer's table before entering the game.
- C. To see that all players carry gym shoes to the gym and put them on after arrival.
- D. To request all players not to bring personal basketballs to the gym for games.
- E. To have only three coaches (including the scorekeeper) on the bench during the game.
- F. To issue team jerseys.
- G. To have completed certification through the National Alliance for Youth Sports (NAYS).
- H. To have submitted to a criminal background check as required of all Town of Cary volunteers working with vulnerable populations, and to ensure that all assistant coaches have done the same.
- I. To uphold the Community Recreation Division's philosophy for youth sports - Sportsmanship, Skill Development, Participation & Fun.
- J. During games, coaches should remain in their coaching area (coaches box).

- IV. **SAFETY:** Participant safety is the primary concern of the Parks, Recreation and Cultural Resources Department and all involved individuals must abide by all safety rules.
- A. Jewelry (including earrings, bracelets, rings, watches, etc.) may **not** be worn during practices or games. (Exception: Medical Alert bracelets)
 - B. During games and practices no extra running or dribbling of balls will be allowed around the gym area.
 - C. All warm-ups, coats, etc., must be placed under or behind team benches and not scattered around gym floor during games or practices.
 - D. No type of hard cast may be worn during any practice or game situation.
- V. **LEAGUE RULES:** National High School Federation Basketball Rules will be followed in all leagues with the following exceptions:
- A. Time Limitations
 - 1. There will be a five (5) minute grace period for the first game of the day or night only. When in the grace period, play will begin when four (4) players are present from both teams. The game will be forfeited if the required number of players are not present at the end of the (5) minute grace period.
 - 2. Games will be played with a running clock except the last two minutes of the game. Clock will stop only on free throws, time-outs, mid-quarter breaks for substitutions and unusual delays (injury, lost ball, etc.).

The final two (2) minutes of the game and overtime periods will be regulation clock.

***Clarification: The clock does not stop due to a made basket in the last two minutes, or any other point in the game. Only on dead balls or timeouts.**

 - 3. Once the score reaches a 40-point differential, after halftime, the clock will run continuously, only stopping on timeouts or substitution breaks. The clock will continue to run even if the differential drops back below 40.
- B. Overtime: Two minutes will be allowed for each overtime period (no overtime in the Boys 9-10 and Girls 9-10 leagues).
- C. Time-Outs:
 - 1. Each team has 3 time-outs per game.
 - 2. One time-out per team per overtime period will be allowed with time-outs from regulation play not being carried over into overtime.
 - 3. Head coaches may request a time-out from the bench.

D. Fouls:

1. Each player will be allowed five personal fouls per game.
 2. Team fouls will accumulate each quarter. On the 5th team foul per quarter, teams will be awarded 2 foul shots. Team fouls reset after each quarter.
- E. No Dunking Rule - Dunking or attempting a dunk is not allowed (including grabbing the rim) before, during, or after a game. The penalty will be a technical foul **and ejection** from the current game. The player will also be suspended for 1 or more additional games.
- F. The ten second and "back court" rules are in effect for all leagues.
- G. Injury: If there is a brief delay for an official to check on an injured player, the player may remain in the game and a time-out is not charged to that team.

VI. **INDIVIDUAL LEAGUE RULES:** National High School Federation Basketball Rules will be followed unless there are exceptions noted in Rule V. or Rule VI:

A. **Girls 9-10:**

1. Goal height is 10'.
2. Women's regulation ball (compact 28.5") will be used.
3. Two points are awarded for all goals made from the field (no three point shots awarded).
4. Games will consist of four seven minute quarters.
5. Free throw line is 12' from backboard (A tape line will be put down 3 feet in front of the regulation free throw line if needed).
 - i. Clarification: Players may choose to shoot from the 15' free throw line and shooting violations will not be imposed unless crossing the 12' line prior to the ball touching the rim.
6. Players on the lane during the free throws may occupy only the highest three spaces on each side of the lane. They may not occupy the area below the bottom block.
7. Lane length will include area from 12' free throw line inward to the baseline. Lane width will be regulation. There will be a three second lane violation.
8. Back Court Pressing Violation. Once a defensive team player has control of the ball after a change of possession, the opposing team must retreat to the other half of the court without applying any pressure until the **ball and player** have entered the front court (See Rule 10 for penalty).
9. All teams are required to play man-to-man defense. No double teaming is allowed. Brief help on defense and switching on defense are allowed, but officials will have discretion on calling double teaming. (see Rule 10 for penalty).
10. Penalty for defense rules violations #8 and #9 above:
 - a. First violation by each team in each quarter, the offended team will retain possession, and the offending team will receive a warning.

- b. Additional violations after first being warned during each quarter, the offending team (not player) will be charged with a technical foul. Offended team will be awarded two free throws and the ball out of bounds.
 - c. Back-court pressing and double teaming are separate violations and are penalized separately.
11. Teams that reach a 15-point lead or more, may not steal off the dribble or from an opponent holding the ball. Exception: the leading team may steal again if the lead drops back to 5 points or less, and may continue to steal until the lead is again 15 points or more.
 12. The scoreboard will reflect no more than a 20 point lead. If one team leads by more than 20 points the running score will continue to be kept in the scorebook.
 13. If the score is tied at the end of the regulation game, overtime will not be played.

B. Girls 11-12:

1. Women's regulation ball (compact 28.5") will be used.
2. Three point shots are allowed.
3. Games will consist of four seven minute quarters.
4. Free throw line is 12' from backboard (A tape line will be put down 3 feet in front of the regulation free throw line if needed).
 - i. Clarification: Players may choose to shoot from the 15' free throw line and shooting violations will not be imposed unless crossing the 12' line prior to the ball touching the rim.
5. Players on the lane during the free throws may occupy only the highest three spaces on each side of the lane. They may not occupy the area below the bottom block.
6. Lane length will include area from 12' free throw line inward to the baseline. Lane width will be regulation. There will be a three second lane violation.
7. Back Court Pressing Violation. (First, Second and Third Quarter ONLY) Once a defensive team player has control of the ball after a change of possession, the opposing team must retreat to the other half of the court without applying any pressure until the **ball and player** have entered the front court (See Rule 9. for penalty).
8. (4th Quarter and Overtime ONLY) Back court pressing is allowed unless the defensive team is ahead by 15 or more points (See Rule 9. for penalty).
9. Penalty for defense rules violation #7 & #8 above:
 - a. First violation by each team in each quarter, the offended team will retain possession, and the offending team will receive a warning.

- b. Additional violations after first being warned during each quarter, the offending team (not player) will be charged with a technical foul. Offended team will be awarded two free throws and the ball out of bounds.

C. **Girls 13-14:**

1. Women's regulation ball (compact 28.5") will be used.
2. Three point shots are allowed.
3. Games will consist of four eight minute quarters.
4. Back Court Pressing Violation. Back court pressing is allowed unless the defensive team is ahead by 15 or more points. With a 15 point lead the following rule applies: Once a defensive team player has control of the ball after a change of possession, the opposing team must retreat to the other half of the court without applying any pressure until the **ball and player** have entered the front court (See Rule 5. for penalty).
5. Penalty for defense rules violations #4 above:
 - i. First violation by each team in each quarter, the offended team will retain possession, and the offending team will receive a warning.
 - ii. Additional violations after first being warned during each quarter, the offending team will be charged with a technical foul. Offended team will be awarded two free throws and the ball out of bounds.

D. **Girls 15-18:**

1. Women's regulation ball (compact 28.5") will be used.
2. Three point shots are allowed.
3. Games will consist of four eight minute quarters.
4. Back Court Pressing Violation. Back court pressing is allowed unless the defensive team is ahead by 15 or more points. With a 15 point lead the following rule applies: Once a defensive team player has control of the ball after a change of possession, the opposing team must retreat to the other half of the court without applying any pressure until the **ball and player** have entered the front court (See Rule 5. for penalty).
5. Penalty for defense rules violations #4 above:
 - a. First violation by each team in each quarter, the offended team will retain possession, and the offending team will receive a warning.
 - b. Additional violations after first being warned during each quarter, the offending team (not player) will be charged with a technical foul. Offended team will be awarded two free throws and the ball out of bounds.

E. **Boys 9-10:**

1. Goal height is 10'.
2. Compact ball (28.5") will be used.
3. Two points are awarded for all goals made from the field (no three point shots awarded).
4. Games will consist of four seven minute quarters.
5. Free throw line is 12' from backboard (A tape line will be put down 3 feet in front of the regulation free throw line if needed).
 - i. Clarification: Players may choose to shoot from the 15' free throw line and shooting violations will not be imposed unless crossing the 12' line prior to the ball touching the rim.
6. Players on the lane during the free throws may occupy only the highest three spaces on each side of the lane. They may not occupy the area below the bottom block.
7. Lane length will include area from 12' free throw line inward to the baseline. Lane width will be regulation. There will be a three second lane violation.
8. Back Court Pressing Violation. Once a defensive team player has control of the ball after a change of possession, the opposing team must retreat to the other half of the court without applying any pressure until the **ball and player** have entered the front court. (See Rule 10 for penalty)
9. All teams are required to play man-to-man defense. No double teaming is allowed. Brief help on defense and switching on defense are allowed, but officials will have discretion on calling double teaming. (see Rule 10 for penalty)
10. Penalty for defense rules violations #8 and #9 above:
 - a. First violation by each team in each quarter, the offended team will retain possession, and the offending team will receive a warning.
 - b. Additional violations after first being warned during each quarter, the offending team will be charged with a technical foul. Offended team will be awarded two free throws and the ball out of bounds.
 - c. Back-court pressing and double teaming are separate violations and are penalized separately.
14. Teams that reach a 15-point lead or more, may not steal off the dribble or from an opponent holding the ball. Exception: the leading team may steal again if the lead drops back to 5 points or less, and may continue to steal until the lead is again 15 points or more.
12. The scoreboard will reflect no more than a 20 point lead. If one team leads by more than 20 points the running score will continue to be kept in the scorebook.
13. If the score is tied at the end of the regulation game, overtime will not be played.

E. **Boys 11-12:**

1. Compact ball (28.5") will be used.
2. Three point shots are allowed.
3. Games will consist of four seven minute quarters.
4. Back Court Pressing Violation. (First, Second and Third Quarter ONLY) Once a defensive team player has control of the ball after a change of possession, the opposing team must retreat to the other half of the court without applying any pressure until the **ball and player** have entered the front court (See Rule 6. for penalty).
5. (4th Quarter and Overtime ONLY) Back court pressing is allowed unless the defensive team is ahead by 15 or more points (See Rule 6. for penalty).
6. Penalty for defense rules violations #4 and #5 above:
 - a. First violation by each team in each quarter, the offended team will retain possession, and the offending team will receive a warning.
 - b. Additional violations after first being warned during each quarter, the offending team (not player) will be charged with a technical foul. Offended team will be awarded two free throws and the ball out of bounds.

F. **Boys 13-14, Boys 15-16 & Boys 17-18:**

1. Three point shots are allowed.
2. Games will consist of four eight minute quarters.
3. Back Court Pressing Violation. Back court pressing is allowed unless the defensive team is ahead by 15 or more points. With a 15 point lead the following rule applies: Once a defensive team player has control of the ball after a change of possession, the opposing team must retreat to the other half of the court without applying any pressure until the **ball and player** have entered the front court (See Rule 4. for penalty).
4. Penalty for defense rules violations #3 above:
 - a. First violation by each team in each quarter, the offended team will retain possession, and the offending team will receive a warning.
 - b. Additional violations after first being warned during each quarter, the offending team will be charged with a technical foul. Offended team will be awarded two free throws and the ball out of bounds.

VII. **MANDATORY PLAYING RULES:**

- A. Each player must play at least one-half of each quarter. There will be a substitution break at the mid-point of each quarter. The following guidelines refer to the maximum and minimum playing time.

Ten (10) players: Each player must play one half of each quarter.

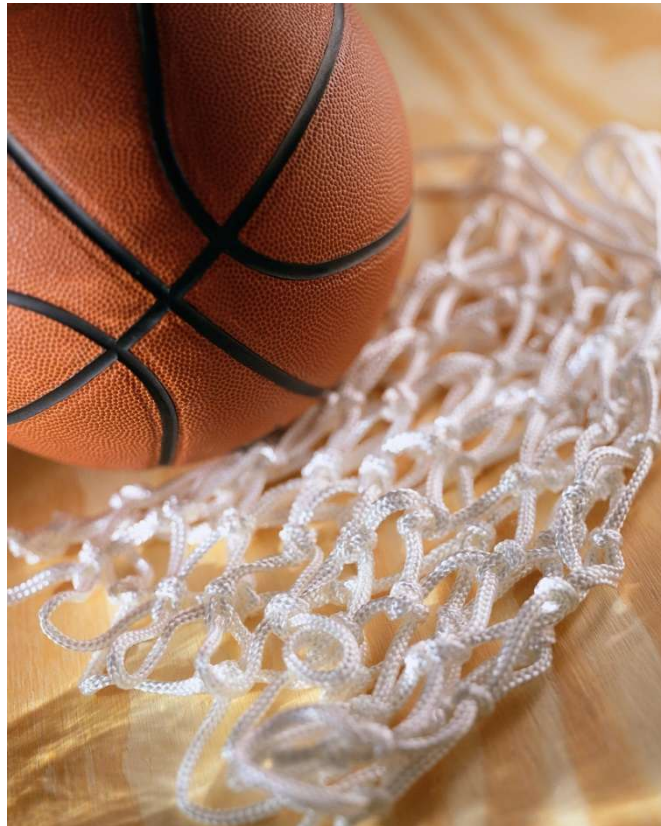
Eight (8) or nine (9) players: Each player must play at least one half of each quarter and no more than five (5) out of eight (8) segments (1 segment equals one-half of a quarter).

Seven (7) players: Each player must play at least one half of each quarter and no more than six (6) out of eight (8) segments (1 segment equals one-half of a quarter).

Five (5) or six (6) players: Each player must play a minimum of one half of each quarter (no maximum).

- B. Players must play the entire segment from the beginning of the quarter to the mid-point of the quarter, or from the mid-point of the quarter to the end of the quarter.
- C. Substitutions only occur at the mid-point of the quarter or between quarters (exceptions: injury, sickness, 5th personal foul, replacing player who has received a technical foul for unsportsmanlike conduct, removing a player who is out of control or is being overly aggressive, replacing free-throw shooter after the mid-quarter break). Any exception will be documented by the scorekeeper and monitored. When a player enters the game for a partial segment, the segment counts toward the playing time of the player who started the segment only. Substitution for disciplinary action with prior approval by the appropriate full-time Sports Staff will be handled on a case-by-case basis. If prior approval is not obtained, the action is unauthorized. Any disciplinary action must be implemented from the beginning of the game.
- D. Players arriving late (after game begins), must play at least half (1/2) of both quarters in the second half, unless they are benched for disciplinary reasons or injury.
- E. Playing time in overtime periods will be left up to the discretion of the coaches. Substitutions in overtime will be allowed according to High School rules.
- F. List the names of your players in the appropriate columns of the player time sheets (in numerical order), indicating with an asterisk (*) which players will be starting. Submit time sheet to official scorer. Do not complete the playing time sheet before the game.
- G. After the game, review and verify the playing time recorded and sign the time sheet.
- H. Violation of the mandatory playing rules will be investigated by the Sports staff with penalties issued accordingly (see page 19).
- I. The mandatory playing rule may only be waived for disciplinary reasons or injury. (Players being disciplined must be reported to the zone administrator.)

**Cary Parks, Recreation and Cultural Resources
Department hopes everyone has a great season
and, above all, a good time!**



MANDATORY PLAYING TIME VIOLATIONS

Discipline Guidelines for Coaches

Basketball

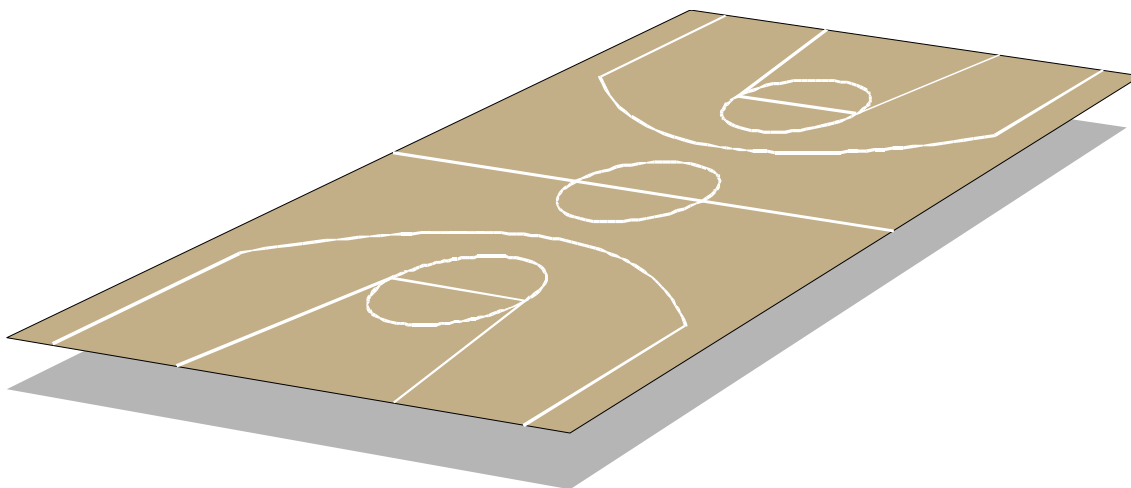
First Violation: The player(s) in question that did not meet the minimum playing time requirement must play the maximum playing time in the next scheduled game in which fewer than 10 players are present (and/or violated game will be declared a forfeit). Player(s) exceeding the maximum playing time can only play 4 segments of playing time in the team's next scheduled game.

Second Violation: The player(s) in question that did not meet the minimum playing time requirement must play of the maximum playing time in the next scheduled game in which fewer than 10 players are present. Violated game will be declared a forfeit (and/or one game suspension for the head coach).

Player(s) exceeding the maximum playing time can only play 4 segments of playing time in the team's next scheduled game.

Third Violation: The player(s) in question that did not meet the minimum playing time requirement, must play of the maximum playing time in the next scheduled game in which fewer than 10 players are present. Violated game will be declared a forfeit. A minimum one game suspension will be given to the head coach (and/or removal of coach from the program).

Player(s) exceeding the maximum playing time can only play 4 segments of playing time in the team's next scheduled game.



Technical Foul Tracking Boys 15-16 & Boys 17-18 Only

When a player in either of these age groups receives an unsportsmanlike technical foul the coach may remove the player from the game immediately.

- The player that started the segment will be credited with the entire segment of playing time.
- The player that replaced the player with the unsportsmanlike technical foul will not be credited with the playing time during this segment.
- The coach may re-enter the removed player during the same 4-minute segment. If re-entered, the player must replace that player who replaced him.
- A coach may not remove a player from the game if the team or player receives a technical foul that is not unsportsmanlike.

Penalties will be issued for repeated unsportsmanlike technical fouls accumulated throughout the regular season and tournament, according to the chart below.

OFFENSE	PENALTY
Ejection/disqualification from game with 1 or 2 unsportsmanlike technical fouls.	Refer to the Athletic Discipline Policy and Athletic Program Disciplinary Guidelines (handbook).
Player accumulates 3 unsportsmanlike technical fouls during the season-with <u>no</u> previous suspension.	Minimum 1-game suspension effective next game; Player suspended from a game may sit on the bench during the next scheduled game. May be more than 1 game suspension if 2 nd and 3 rd unsportsmanlike technical fouls occur in the same game. Refer to the Athletic Discipline Policy and Athletic Program Disciplinary Guidelines.
Player accumulates 3 unsportsmanlike technical fouls during the season- <u>with</u> previous suspension. (All unsportsmanlike technicals apply even if ejected/disqualified in a previous game.)	Suspended for 2 or more games; Player suspended from a game may sit on the bench during the next scheduled game(s). Refer to the Athletic Discipline Policy and Athletic Program Disciplinary Guidelines
Player accumulates 4 or more unsportsmanlike technical fouls during the season.	Suspended for 2 or more games; Player suspended from a game may sit on the bench during the next scheduled game(s). Athletic Staff may seek input from the Athletic Committee on further penalties. Refer to the Athletic Discipline Policy and Athletic Program Disciplinary Guidelines

***note: the serving of a suspension for accumulated technical fouls does not “reset” the number of accumulated technical fouls.**

TEAM ASSIGNMENTS & DRAFT PROCEDURES

I. ALL Leagues

- A. Teams will be comprised of all players registered for the program.
- B. Returning Coaches will return to their previous team if they return to the same divisions and are in good standing with the department. New Coaches to a division will be assigned to an existing team, or an expansion team if applicable.
- C. Returning players will go back to last year's team.
- D. New players to a division will be assigned as needed to complete rosters.
- E. Expansion teams will be formed depending on available facilities, and registration numbers to accept all players wanting to play.
- F. If a new player enters a league with a sibling returning to that league, the new player will automatically go to the team with the sibling, unless otherwise requested in writing by the parent. The new sibling will be treated as a returning player.
- G. Head coach's children are assigned automatically to that team unless a written request is presented to the Sports office.
- H. Participants that withdraw from a team for verified medical reasons will return to the same team the following season provided they let sports staff know and meet league age requirements.
- I. Players are not able to move/switch teams once rosters are created and players are assigned to teams.

II. Leagues for Youth Ages 5 – 10 (Instructional):

- A. Players will be assigned by the Sports Staff.

III. Leagues for Youth Ages 11 - 18:

- A. Leagues age 11-18 will use skills assessment and drafts to place new players in each age division to teams. Sports staff will facilitate a skills assessment and draft to place new players. Coaches will assess players and draft players to their team.
- B. The Immediate family of head coaches automatically go to that team. These players will be treated as returning players in the draft and may affect draft order.

Assistant Coach Protection (ACP)

- 1. Children (siblings) of one assistant coach (one assistant coach per team) can be protected prior to the draft. The child must be declared and approved by the league manager as protected prior to Player Assessments and will be placed as that team's second round selection. The protected player will also count as a returning player toward determining draft order. If not declared, then he/she is eligible to be drafted. Participants who are already returning to a team cannot be assistant coach

protected. Only participants who are new to a league (and are registered) are eligible to be protected. All head coaches who have players protected by this rule must notify the sports staff prior assessments and the assistant's child does not attend Player Assessments. This rule also applies if the head coach becomes the “assistant” coach and the “assistant” coach becomes the head coach. However, all other coaching requirements must be met, (i.e. NAYS certification, background check, etc.).

2. If a head coach does not have a child (immediate family) in the league in which they are coaching, but their assistant coach has a child(ren) in that league, the assistant coach's child(ren) will automatically be placed starting in the third round, as a returning player on that team, and not the second-round pick. This counts as the “assistant coach protection” and no additional players may be protected in this way. All other assistant coaching requirements must be met in accordance with II.C above.
3. Once a player is protected under the ACP Rule, a team cannot claim another player under this rule until the original player no longer participates in that league/age division. That original player is treated as any other returning player for draft purposes in following seasons.

Assistant Coach Protection Draft Scenarios
(All teams draft in the 1st & 2nd rounds unless ACP rule applies)

Rounds	1	2	3	4	5	Scenarios
Team A			X			1 Coach Kid + No ACP
Team B			X	X		2 Coach Kids + No ACP
Team C		X	X			1 Coach Kid + 1 ACP
Team D			X			No Coach Kid + 1 ACP
Team E			X	X		No Coach Kid + 2(Siblings) ACP
Team F		X	X	X		2 Coach Kids + 1 ACP
Team G		X	X	X		1 Coach Kid + 2(Siblings) ACP
Team H		X	X	X	X	2 Coach Kids + 2(Siblings) ACP
Team I			X	X		Returning Coach Kid + Previous Season ACP (can not protect another kid)
Team J			X			No Coach Kid + Previous Season ACP (can not protect another kid)

C. Drafting Siblings

- a. If a new player enters a league with a sibling who is returning to a team in that league (age division), the new player will automatically go to the team with their sibling, unless otherwise requested in writing by the parent. The new player (sibling) will be treated as a returning player to that team.
 - b. When drafting siblings new to the league (age division), a team must have age eligibility for both players, and they will be placed as consecutive selections on the draft grid. For example, if one sibling is taken as the first pick, the other sibling will automatically be selected to the next available round for that team.
 - c. If a sibling is selected in the last “open round” of the draft, the other sibling will be automatically selected as that team's first hat pick to accommodate the other sibling.
 - d. If siblings are selected in the last round (typically hatpicks) of the draft, the team who drafts the siblings will give up their previous round draft selection to accommodate the sibling. The player lost from this accommodation will be folded back into the hat.
- D. Each team will have a maximum number of participants in each age group. The maximum number will be established prior to the draft based upon the total number of participants registered at each age within that league (age division).
- E. Participants that withdraw from a team for verified medical reasons will return to the same team the following season provided they meet league age requirements.
- F. Players are not able to move/switch teams once rosters are created and players are assigned to teams.
- G. For the purposes of player placement, the definition of immediate family includes: children, grandchildren, siblings and step children.

IV Method of Selecting Players

- A. The Cary Parks, Recreation and Cultural Resources Department's Sports staff shall determine the total number of players per team. In the case that there cannot be the same number of players per team, the coaches will draw at random before any selections are made to determine the total number of players to be on each team.

Note: If, at the conclusion of the draft, all teams do not have a complete roster, newly registered players will be assigned to the team(s) with the fewest players. If two or more teams have the same need for players, newly registered players will be assigned randomly.

- B. **Draft order for the 1st round** will be determined by last season's winning percentage with lowest winning percentage picking first. Any ties will be broken by number of returning players (fewest first), then coin flip. For all rounds after the 1st round, the order will be determined by the number of returning players with the lowest number of returners picking first. Any ties will be broken by previous season win percentage (lowest first), and then coin flip. The coin flip tie-break will determine the order for all rounds.

- C. **Draft order for all other rounds after the 1st round** will be determined based on each team's number of returning players. The draft order after the first round is as follows:
- a. Expansion teams with zero (0) players
 - b. Expansion teams with one or more (1+) player
 - c. Least number of returning players
 - d. Next to least number of returning players; The first tie breaker will be broken by previous season win percentage (lowest first). The second tie break is a coin flip. If the coin flip tie-break is used, it will determine the order for all rounds.
- D. **Expansion teams.**
- a. "Expansion Teams" are added teams to the league or returning teams with zero (0) or one (1) returning player (including the coach's child, if applicable). Expansion teams are considered to have no win% for the purposes of the draft.
 - b. In the rare event a coach is assigned to a returning team which does **not** have any true returning players from the previous season, but does have more than 1 "returning" player due to their child and/or and ACP protected child, this team would also be treated as an expansion team with a zero previous season win% percentage.
 - c. Expansion teams that have the same number of returning players will be pooled together for draft order. Expansion teams with zero (0) returning players, would be pooled together and draft before expansions teams with one (1) returning player for the entire draft.
 - i. For Round 1 (determined by last year win%): a coin flip will decide the draft order of each pool of expansion teams with the same number of returning players.
 - ii. For all rounds after the 1st Round (determined by #of returning players): the order for each pool of expansion teams will be the reverse of the 1st round.
Example: If an expansion team has fewer returning players than another expansion team, then the expansion team(s) with the fewer amount of returning players will select before the expansion teams with more returning players, in the 1st round. The order for all expansion teams (regardless of # of returning players) would still flip for Rounds 2 and after.
- E. **New Leagues:** If a new league is formed, then the draft order will be random. The only returning players will be the coach's immediate family, and any potential Assistant Coach Protections. The odd number rounds will be top to bottom and the even rounds will be bottom to top (i.e. "snake draft").

IV Eligible Players for Draft and Player Assessments:

- A. Registered players who are new to a league (age division) will attend player assessments and be drafted by coaches to the teams.
- B. Players who participate in player assessments, will be drafted during the “open rounds” of the draft.
- C. Players who do not attend assessments will be placed on teams randomly via “hatpicks”, at the end of the draft, according to draft order.
- D. **Age Limitations:** Coaches will be limited to draft selections based on age. This is calculated by adding the total number of players of each “league age”, divided by the number of teams, and rounded up to the next whole number.
 - a. **(New) Minimum 1 Rule:** regardless of the age limitation formula, coaches will have access to a minimum of 1 player from each age group.
 - b. Age limitations apply for all rounds of the draft, including hatpick rounds. Hatpick rounds will have different hats for each age division, until options run out.
- E. **Last Round Hat:** Any “Undrafted” players from the “open rounds” will be placed together into a single “Last Round Hat” along with any remaining players unpicked from the previous hatpick rounds. This “Last Round Hat” will not have any age limitation.
 - a. **EXCEPTION:** If there are no players folded into the hat from the “open rounds”, then the normal age limitations will apply to the last round of the hat.
- F. **Waiting List:** Extra players will be assigned to teams with the least amount of players. In the event of two teams having the same need for players, players will be assigned randomly.

SELECTION OF COACHES

Volunteer coaches work with each team under the guidelines of the Parks, Recreation and Cultural Resources Department. Coaches are trained and certified by the National Alliance for Youth Sports. Communication between parents and coaches is essential for a successful season.

1. Any person wishing to coach in the youth basketball program for the first time should complete a Coach's Application prior to the start of the season. Returning coaches will be given first opportunity to continue coaching by completing a returning coaches card.
2. All applications for head coach will be reviewed by the Sports staff. After review, a coach's interview will be scheduled.
3. All head coaches must be certified by the National Alliance for Youth Sports. Clinics are offered by the Cary Parks, Recreation and Cultural Resources Department. Upon certification by the National Alliance for Youth Sports and approval of the Department Director and Sports staff, coaches are assigned to teams. Background checks are conducted on each head coach to promote the health and safety of our participants. The information that may be collected as part of the background check includes criminal conviction record checks, sex offender registry checks and social security verification. Please be aware that any volunteer who refuses to consent to a background check will not be considered as a head coach.



COACHES CODE OF CONDUCT

The Cary Athletic Committee recognizes the important contribution of the coaches at each level of the Cary Parks, Recreation and Cultural Resources Department's Basketball program. The influence of the coaches during the formative years of hundreds of youth involved in this program is immeasurable and is reflected in later years, not only in athletic abilities that are developed, but also in the more important traits of character that will be a part of each individual for life.

Coaches have a responsibility to teach the basics of basketball and to provide an organized and controlled team approach to a recreational program, as well as the responsibility to teach the strategy of the game. They also have a more important responsibility to provide leadership for the development of sportsmanship, self-confidence, competitiveness with a sense of fair play, teamwork, humbleness in victory and a stout heart in defeat.

Coaching is a privilege and coaches must be expected to assume all of the responsibilities associated with working with these young people for their total development. **Winning the game is secondary to the other aspects of the program.** Any conduct by coaches that is detrimental to the overall development of the young people will not be permitted and any action by any coach that is deemed to be improper will be dealt with as set forth hereunder.

Any of the following actions by basketball coaches while coaching in the Cary Parks, Recreation and Cultural Resources Department program shall be considered improper and could be grounds for censure, reprimand, suspension or dismissal at the discretion of the Sports Program Coordinator. Please refer to the Athletic Discipline Policy on Page 19 of this manual.

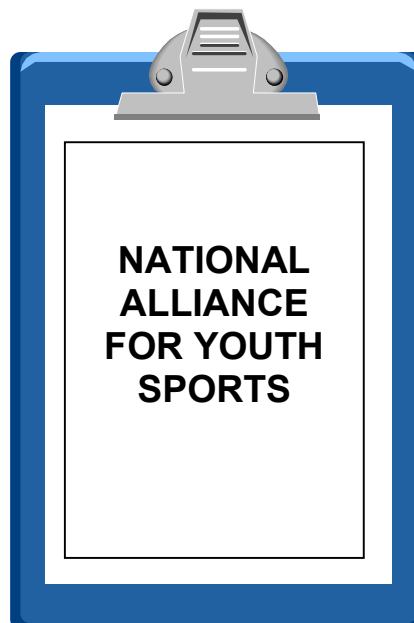
1. Use of obscene or profane language in the gym or in the presence of the players;
2. Use or display of alcoholic beverages in the gym or in the presence of the players;
3. Participation by the coach while under the influence of alcohol;
4. Teaching and condoning unsportsmanlike conduct;
5. Inciting by word or sign any demonstration by parents or spectators;
6. Using language that will in any manner refer to or reflect upon the opposing players, an official, staff member or a spectator;
7. Make intentional contact with any official or staff member in any manner;
8. Harassment of players, officials, scorekeepers, staff or anyone connected with the program;
9. Smoking in the gym.

Any complaint received by Cary Parks, Recreation and Cultural Resources Department relating to the conduct of any coach will be discussed with the coach involved and a written report of the complaint and action taken may be made in the permanent record of that coach in the files of the Cary Parks, Recreation and Cultural Resources Department. A copy of any such report will be transmitted to the coach involved. A coach may request a hearing before the Athletic Committee on any complaint filed or any action taken by the Parks, Recreation and Cultural Resources Department.

COACHES CODE OF ETHICS PLEDGE

I hereby pledge to live up to my certification as a NAYS coach by following the NAYS Code of Ethics.

- I will place the emotional and physical well-being of my players ahead of any personal desire to win.
- I will remember to treat each player as an individual, remembering the large spread of emotional and physical development for the same age group.
- I will do my very best to provide a safe play situation for my players.
- I promise to review and practice the necessary first aid principles needed to treat injuries of my players.
- I will do my best to organize practices that are fun and challenging for all my players.
- I will lead, by example, in demonstrating fair play and sportsmanship to all my players.
- I will ensure that I am knowledgeable in the rules of each sport that I coach and that I will teach these rules to my players.
- I will use those coaching techniques appropriate for each of the skills that I teach.
- I will remember that I am a youth coach and that the game is for children and not adults.



DUTIES AND RESPONSIBILITIES OF COACHES

The Cary Athletic Committee appreciates the assistance and importance of coaches to the basketball program of the Cary Parks, Recreation and Cultural Resources Department. The basketball program offered for the youth of Cary is one of the best and most complete programs in the area and a large part of its success can be attributed to the hard work and dedication of those who have served as coaches. In order to help coaches better understand their role and to maintain the high standards afforded in our programs, the following duties and responsibilities for coaches have been established for coaches by the Athletic Committee.

1. Each team may have a maximum of two coaches and one scorekeeper. If a coach is absent, a substitute coach is allowed; however, under no circumstances will more than three adults be allowed on the bench at one time.
2. Each coach must keep his/her team roster up to date at all times and must notify Cary Parks, Recreation and Cultural Resources Department of the loss of any player from his/her team roster. Violation of this rule may result in forfeiture of the games in question and/or suspensions or removal of the head coach.
3. Each head coach is responsible for the uniforms issued to them for their team.
4. The head coach, or their authorized assistant, must complete the names on the mandatory playing time sheet and turn it in to the official scorer **NO LESS THAN TEN MINUTES PRIOR TO THE START OF THE GAME.**
5. Each coach will inform the members of their team as to the time and place of each practice and game.
6. Each coach shall encourage the exhibition of good sportsmanship at all times by their players.
7. Each coach shall make sure only team players and coaches are allowed on the bench area with the team.
8. Each coach shall instruct their players in all safety rules for their own protection and that of their opponents.
9. **THERE SHALL BE NO SMOKING AND NO FOOD OR DRINK IN THE GYMS AT ANY TIME.**
10. Violation of the Coaches Code of Conduct may result in a disciplinary action in accordance with Athletic Discipline Policy.
11. Cary Parks, Recreation and Cultural Resources Department and the Athletic Committee reserve the right to dismiss a coach for violation of any Coaches Code of Conduct rule.
12. Any coach or assistant coach who has been dismissed by Cary Parks, Recreation and Cultural Resources Department or the Athletic Committee may not return as a coach or assistant coach without the approval of Cary Parks, Recreation and Cultural Resources Department.
13. Each coach must work with the staff and abide by all rules and policies established by the department to ensure goals of the program are met.

Exposure to Blood and Blood Products Information Sheet for Volunteers

As Town of Cary Volunteers, you have committed your time and energy to the children and adults of our community. Particularly during athletic events, these children or citizens may occasionally suffer minor injuries such as scrapes and cuts which cause bleeding. The Town would like to provide important information about these minor injury situations.

Blood can carry disease. These diseases can be spread when an infected person's blood gets into another person's body. One way this happens is when a first aid provider has an opening in his skin, and the infected blood enters that opening. Therefore, it is very important that if you choose to provide first aid, that you take precautions to keep the blood from getting on your skin, in your eyes or into your nose.

The Parks, Recreation and Cultural Resources Department will provide rubber gloves at all activities where there is a chance that a participant could receive a minor injury. If you choose to help with first aid, we encourage you to wear these rubber gloves. Be careful when taking them off, that you do not touch the outside of the glove and get blood on your hands. Wash your hands thoroughly as soon as possible.

You may also choose to ask that a child's parent take care of the child, or that the injured adult clean his own wound and apply a bandage on himself. Certainly if there is a concern that an injury is serious, if there is loss of consciousness, or if there is profuse bleeding, provide comfort to the injured citizen, protect yourself, and make arrangements for medical treatment.

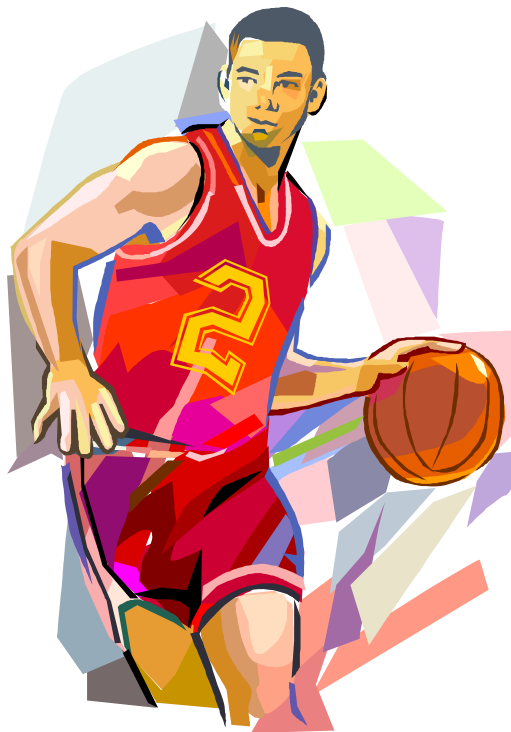
If you have questions about this issue, please call the Parks, Recreation and Cultural Resources Department at (919) 469-4062. We are proud of your participation in the community activities for which you volunteer, and are grateful for your efforts.



PLAYER'S BILL OF RIGHTS

I understand that my responsibilities as a youth coach are of great importance and that my actions have the potential to significantly influence the young athletes whom I coach. Therefore, I promise to uphold the following rights of young athletes to the best of my ability:

1. Right to participate in sports.
2. Right to participate at a level commensurate with each child's maturity and ability.
3. Right to have qualified adult leadership.
4. Right to play as a child and not as an adult.
5. Right of children to share in the leadership and decision-making of their sport participation.
6. Right to participate in a safe and healthy environment.
7. Right to proper preparation for participation in sports.
8. Right to an equal opportunity to strive for success.
9. Right to be treated with dignity.
10. Right to have fun in sports.



TEAM PARENT MEETING SUMMARY AGENDA

- ⬆ Give out practice and game schedules
- ⬆ Give out rules
- ⬆ Special Team Rules
- ⬆ Practice/ Game Attendance as covered in team rules
- ⬆ Coaching philosophy summary
- ⬆ Town Philosophy
- ⬆ Respect for teammates and opponents, diversity of backgrounds, abilities, etc.
- ⬆ Coaching goals for the season
- ⬆ Recruitment of team parent representative (to organize drinks, party, trophies, etc..)
- ⬆ Inclement weather policy (rain/snow/ice before practice/games)
- ⬆ Give out map or directions to facilities
- ⬆ What to wear/bring (no jewelry)
- ⬆ Parents code of ethics pledge
- ⬆ Player Information Sheet
- ⬆ Recruitment of assistant coaches



POLICY STATEMENT	NO. 19
Athletic Program Discipline Policy	
	Effective: 09/28/12
	Supersedes: 05/26/2005
	Prepared by: William Davis
	Date adopted by Council 09/27/12

PURPOSE:

To adopt an official policy for the control of individual behavior at athletic activities for the purpose of maintaining a wholesome recreational atmosphere at events.

COVERAGE:

This policy, upon adoption, shall be applicable to all individuals participating in athletics as either players, coaches, officials, or spectators and shall remain in effect until such time that it is altered, modified, or rescinded by the Town Council.

POLICY:

The Town of Cary Parks, Recreation and Cultural Resources hereby establishes the following Athletic Discipline Policy:

1. Definition. Unsportsmanlike conduct (to include, but not limited to, the following)
 - a. Harassment of participants or officials, or
 - b. Profane language and/or gestures, or
 - c. Public threat or physical violence, or
 - d. Disruptive or malicious behavior
2. Any individual (includes players, coaches, officials, and spectators) displaying unsportsmanlike conduct whether during or following a game will be subject to partial or permanent program suspension at the discretion of the Parks, Recreation and Cultural Resources Department.
3. Ejection from Game - Adult Participant (including youth coaches)
 - a. Any adult ejected from a game for unsportsmanlike conduct will automatically remain suspended from participating in at least the next game to be played by their team. (Exception: Slapping the backboard or dunking in basketball will not be considered a discipline offense, but all violations of safety rules will be enforced through the athletic program discipline policy).
 - b. Any adult ejected from a second game for unsportsmanlike conduct during any one season will automatically be suspended from a minimum of the next two games to be played by their team and may not participate in any game with their team until they have a personal conference with the appropriate athletic staff.
 - c. The Parks, Recreation and Cultural Resources Department will review all ejections and may extend any suspension beyond the minimum game suspension as noted in 4(b) as it deems appropriate for the offense

4. Any coach displaying unsportsmanlike conduct, violating any coach's code of conduct rule, or refusing to abide by rules and regulations established by the department will be subject to partial or permanent program suspension at the discretion of the Parks, Recreation and Cultural Resources Department..
 - a. The Parks, Recreation and Cultural Resources Department staff may meet with the coach in violation and will issue a partial or permanent suspension from the program.
 - b. A coach may request a conference appeal before the appropriate athletic committee on any suspension taken by the Parks, Recreation and Cultural Resources Department.
 - c. Any coach or assistant coach who has been dismissed by the Parks, Recreation and Cultural Resources Department may not return as a coach in the Parks, Recreation and Cultural Resources Department.
5. Ejection from Game - Youth Participant
 - a. Any youth ejected from a game for unsportsmanlike conduct will automatically remain suspended from participating in at least the next game to be played by their team. (Exception: Slapping the backboard or dunking in basketball will not be considered a discipline offense, but all violations of safety rules will be enforced through the athletic program discipline policy).
 - b. Any youth ejected from any two games within one season will automatically be suspended from participating in at least the next two games to be played by their team and may not return to their team until their parent(s)/guardian has a personal conference with the team's coach and appropriate athletic committee.
6. Rules for individual leagues may include provisions for disciplinary action above and beyond those listed in this policy.
7. Any individual, whether youth or adult, suspended from a game after having a conference as outlined in 4(b) and 5(b) may be suspended for the remainder of the regular season and any tournament games.

YOUTH ATHLETIC PROGRAM DISCIPLINARY GUIDELINES

as a result of ejection/ unsportsmanlike conduct from a game

Category 1: Rules Violations - Disqualification from current contest, no additional suspension

Examples:

- Extra Time-outs
- Delay of Game
- Too many players on the court
- Slapping the backboard
- Unintentionally slinging bat according to local rules

Category 2: Unsportsmanlike conduct (before, during or after a game)

Ejection from current contest, plus suspension for 1 or more games *

Players suspended from a game may sit on the bench during the next scheduled game.

Examples:

- Disrespect directed towards officials or staff
- Disrespect or harassment of others based on race, color, religion, gender, national origin, age, or ability
- Profane, vulgar or inappropriate language or gestures
- Unsportsmanlike verbal conduct
- Reactionary verbal threat
- Intentionally throwing helmet, bat, etc.

Category 3: Unsportsmanlike conduct (before, during or after a game)

Ejection from current contest, plus suspension for 2 or more games *

Players suspended from a game may sit on the bench during the next scheduled games. .

Examples:

- Illegally participating in an event after ejection, while under suspension, or as an ineligible player
- Any foul of a violent nature (swinging elbows, kicking, kneeing, etc.)
- Contact with an official
- Fighting (before, during or after an event)
- Premeditated verbal or physical threat
- Any foul or attempted physical contact which, in the opinion of the official or staff, was intended to inflict or cause injury to another contestant, official, coach or spectator.
- Coach or player engaging in confrontational acts with an official before, during or after an event.

Category 4: Repetitive Suspensions

- Second suspension, either of which is a Category 3, will result in a season suspension.

* Upon review by the Cary Parks, Recreation and Cultural Resources Staff

Movement and Warm Up Tips

- Movement is the most important skill to teach kids. Just like shooting, dribbling, and rebounding must be practiced, so does movement. Movement is the foundation of these activities.
- Perform a dynamic, movement based warm up for 10 minutes. This gets the blood flowing to the joints and muscles and does not include static stretching. Warm up activities can include skipping (forward and backward), butt kick runs, high knees runs, cariocas, shuffling, jumping, balance exercises, and calisthenics like jumping jacks. These activities get the body ready to perform and prevent injury.
- For younger athletes ages 10-13, 20-30 minutes of practice time should be spent on movement fundamentals, not specific sport skill. For the older athletes, 10-20 minutes is adequate. You can use general speed and agility drills like shuffling, cariocas, crossovers, and back peddling to improve footwork and movement skills. You can also use games such as tag, red light-green light, obstacle courses, and shuttle races to incorporate these skills and prevent boredom.
- Other tips to make practices more enjoyable yet improve movement: shoot, pass, and dribble with off hand.
- Fundamentals do not have to be boring. They can and should be fun. If you make it fun, they will master the movements that help them succeed and prevent injury. They will also incorporate these movements more easily in game type situations.
- Their strength, flexibility, speed, agility, coordination, and conditioning will all improve with general movement tasks and these are all integral to improving performance and preventing injury.
- Static stretching can be used as a cool down the last five minutes of practice.



DEALING WITH PARENTS

Coaching a youth league team is exciting and rewarding; however, from time to time you may experience difficulty with parents. Some may want their children to play more or they might question some of your judgments as a coach. This is normal so don't feel that you are alone if this happens.

Here are a few thoughts to remember when dealing with parents:

- Always listen to their ideas and feelings. Remember they are interested and concerned because it is their child that is involved. Encourage parental involvement.
- Express appreciation for their interest and concern. This will make them more open and at ease with you.
- No coach can please everyone. Don't try.
- Know what your objectives are and do what you believe to be of value to the team, not the parents.
- Make certain all parents know your ground rules. Have rules, regulations, your philosophy, practice dates and times, etc., printed on a sheet of paper you can pass out to all parents. Have a parent meeting before the season begins to discuss your operating procedures.
- Resist unfair pressure. You are the coach, and it is your responsibility to make the final decisions.
- Most important - be fair. If you treat all players equitably you will gain respect.
- Be consistent. If you change a rule or philosophy during the season, you may be in for trouble. If you do change something, make sure all parents are informed as soon as possible.
- Handle any confrontation one-on-one and not in a crowd situation. Don't be defensive. Don't argue with a parent. Listen to their viewpoint and thank them for it.
- Don't discuss individual players with other parents. The grapevine will hang you every time.
- Ask parents not to criticize their children during a practice or game. Don't let your players be humiliated, even by their own parents. Explain you must have complete control of your team when they are on your "turf".
- Don't blame the players for their parent's actions, if negative. Try to maintain a fair attitude.
- Parents must accept the fact that officials, coaches, and other league officials should not be subjected to criticism during ballgames. Always remember that you will be dealing with all types of children and parents with different backgrounds and ideals. One of your main challenges as a coach is to deal with these differences in a positive manner so that team's season will be an exciting and enjoyable experience for all.

TWELVE DO'S AND DON'TS FOR DADS/MOMS

1. Don't put yourself in your son's or daughter's place out there. The kid on the court isn't you, Dad. If he makes an error, it's his error; if his shot wins the game, it's his shot. Glory or grief, it's his ball game. Whether you were an All-American point guard or, more likely, couldn't make the church team even if the preacher was your father, has nothing to do with your kid's performance. Yet, I once heard a parent tell a child who made a wild shot, "you embarrassed me".
2. Don't talk about the "big game" all day. Chances are the "big game" isn't as important to your kid as it is to you, and that's healthy. The youngster will usually keep the game in proper perspective, and keep pressure to a minimum, if only you will, Dad.
3. Don't criticize one of the other players even if the errant kid decides to play tiddlewinks instead of defense. That's not only unseemly; it's dangerous. Because chances are the offending player's mother is smoldering in the next seat. She will scratch your eyes out.
4. Don't yell instructions to your player ("Get out of the lane, son!") when he's under the basket. That's the coach's job, and besides, the kid can pick your voice out in the tumult. It only makes him more nervous. Shout only general encouragement.
5. Don't start analyzing your child's performance right after the game. All the player wants is peace, quiet and a snowcone.
6. Don't criticize the coach, even if it's apparent that Roy Williams he isn't. Listen, this guy is going to some dusty, dark elementary school gym after work and on Saturdays and Sundays to run dribbling drills. Before you complain think "Am I ready to give up all my valuable free time to a bunch of pre-juveniles?"
7. Don't complain when the good coach plays everybody and even goes with different starters every game, right down to the child who has a pathological dread of the basketball and the bespectacled babyface who hasn't shot the ball (I personally know that "please, Lord, let me make this shot" feeling) in three seasons.
8. Don't abuse the referee, Dad. Baiting the college kid who's calling the game for four bucks isn't calculated to inspire respect for authority demanded from your child at home and at school.
9. Don't decide your player has a future with the NC State Wolfpack. Likewise, don't write off that babyface with the basketball in his hands. Kids, I'm told, mature athletically at different paces. Some are better than they ever will be again. Some of the worst players will develop into varsity athletes with time.
10. Don't forget to praise your child for simply performing. Don't overpraise a shot or a good play, either. And, above all, don't ever dwell on an error or failure to deliver the "big" shot, especially not with scorn or anger. You're not Coach K, Pop, and your kid doesn't play for Duke. Your child is 12, at most.
11. Don't forget to praise all the players after the game, especially if they lost.
12. And please don't take it so seriously. Even the "big game" isn't the answer to world hunger or even the NCAA tournament, let it just be fun.

CARY BASKETBALL GYM DO'S AND DON'TS

Please follow the guidelines below when participating in the Cary Parks, Recreation and Cultural Resources basketball program. These guidelines apply both at Town community centers, and at any school gyms utilized for basketball practices and games. Thanks for your cooperation!

- Pick up your own trash.
- Remember to take all your belongings with you after practices/games.
- Neither food nor drink is permitted in any gym, other than water.
- Children, including siblings of practice/game participants, should not be left unattended.
- For practices and games at school gyms, individuals should only be in the gym or the restroom. Do not wander school hallways.
- At practices, be respectful of the teams trying to practice. Those not involved in practices should not be dribbling, shooting at side goals, climbing bleachers or equipment, or otherwise creating a distraction for those involved in the practice.
- At games, spectators should sit on the side of the gym opposite the benches. One side of the court is for players and coaches and the other side is for fans and family members.
- Please exhibit good sportsmanship at all times. Remember that the game is for the kids, and parents and other adults need to be responsible enough to be great role models, and to keep the game in its proper perspective.
- Officials are “off-limits” to fans. Do not approach officials before, during or after the game. If you have feedback to provide, communicate with your coach about the best way to provide that feedback.
- Have fun!



CARY PARKS, RECREATION AND CULTURAL RESOURCES DEPARTMENT ATHLETIC SUPPLEMENT TO INCLEMENT WEATHER PROCEDURES

The inclement weather procedure includes existing hazardous conditions due to snow/ice from preceding days. The decision to cancel athletic events is made for the safety of the participants.

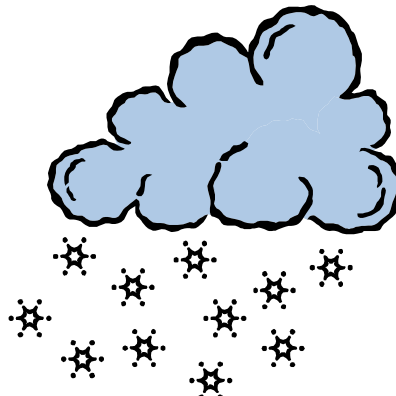
The following conditions may require canceling athletic events:

1. Inclement weather (i.e., snow, ice, tornado, hurricane, etc.).

Cancellation Procedure

1. In the event of inclement weather:
 - a. At 3 p.m. weekdays, 8 a.m. on Saturday and noon on Sunday, Cary Parks, Recreation and Cultural Resources Department will make a decision as to whether games or practices will take place. For a recorded message concerning the status of scheduled games please call the gym status update line at (919) 319-4500. **Please do not call the department earlier asking for this information.** Information will also be available on the Sports Program Status page at <http://games.townofcarync.gov/>.
 - b. After the times listed above, the decision will be made at the facility by a Parks, Recreation and Cultural Resources Department representative, or, in their absence, the referee.
 - c. In order to keep the Cary Parks, Recreation and Cultural Resources Department telephone lines open to contact officials and coaches, players should not call the department regarding playing conditions.
 - d. Coaches are urged to establish a text group or email list to contact players.
2. If the first practice of the day is canceled, all practices scheduled will automatically be canceled as well. This **does not** apply to Saturday and Sunday games.
3. Due to the large number of teams involved in our program, and the limited number of facilities at which to play, canceled games will be made up only if they affect the final standings and if time permits and gym space is available.
4. Any team that fails to field a team for a make-up game will lose the game by forfeit.

We need your cooperation in adhering to all the policies and procedures established for our programs.



APPENDICES

CARY PARKS, RECREATION AND CULTURAL RESOURCES (PRCR) DEPARTMENT

This report applies only to incidents or accidents involving patrons or other unusual circumstances that may occur at the facility/event.

****Do not use this form if: Reporting an employee accident/incident or reporting damage to Town owned property. Employee Accident Form is Located on C-Net under the Forms Tab (or in designated area at your facility).**

Immediately do the following upon completion of this form.

- 1. If EMS or Police** are called to your facility/event, immediately notify (via phone) your Supervisor (or designated contact), who will then contact Division Manager
- 2. Upon completion of this form and any required notification, place form in BOX under PRCR Team Space/PRCR Accident & Incident Reports/(division)/(month, year)**

ACCIDENT/INCIDENT REPORT FORM

Date _____ Time _____ AM ☐ PM ☐ Facility/Location of incident _____

Name of Injured _____ Phone # of Injured _____

Address of Injured _____

Parent/Guardian Name (if applicable): _____

Parent/Guardian Phone # (if applicable): _____

Briefly Describe the Details of the Accident or Incident (include any information you feel is pertinent such as witnesses, parent notification, etc. Who, What, Where, When, & Actions)

Were Police Notified? Yes ☐ No ☐ Police Investigator Name: _____ Report # _____

Was EMS Called? Yes ☐ No ☐ Did EMS Transport patron away from site? Yes ☐ No ☐

If Transportation by EMS was necessary, where was he/she transported? _____
(Name of Hospital, Clinic or Unknown)

Staff in Charge at Time of Incident/Accident: _____

Staff Signature

Staff Printed Name/Title

OFFICIAL'S EVALUATION FORM
Cary Parks, Recreation and Cultural Resources

Please take a moment to give us an objective evaluation of the officials who worked your game. Your input is appreciated.

1. Your Name: _____
2. Sport _____ Team name: (optional) _____ League _____
3. How many years has your team played in a Town of Cary league? _____
4. Relationship to team: (Circle One)
 Head Coach Assistant Coach Player Parent Spectator Commissioner
5. Game Date: _____ Score: _____
 Opponent: _____ Who won: _____
6. Were both officials present and ready to begin at game time? (Circle One) Yes No
7. If one or both were late, at what time did they arrive? _____
8. Rate the following on a 1 - 5 scale.
1 = Poor, 2 = Below Average, 3 = Average, 4 = Above Average, 5 = Excellent

Rule Knowledge	1	2	3	4	5
Application of rules (i.e., called too tight, not tight enough)	1	2	3	4	5
Reaction under pressure	1	2	3	4	5
Referee/Umpire Consistency	1	2	3	4	5
Game Control	1	2	3	4	5
Hustle (covered the court/field)	1	2	3	4	5
Alertness, interest in the game	1	2	3	4	5
Attitude toward participants	1	2	3	4	5
Professionalism	1	2	3	4	5
Teamwork with partner	1	2	3	4	5
Overall Performance	1	2	3	4	5

If your evaluation is only for one official, please identify: _____

Additional Comments: _____

Please email completed form to sports@townofcary.org

Questions? ☎ 469-4062

Thank you!

PLAYER INFORMATION SHEET

(Please complete and return this form to your coach for his/her files)

League: _____ **Team Name:** _____

Name: _____ Age _____ D.O.B. _____
(please print)

Address: _____ Zip Code: _____

Parent's Name: Mother: _____ Father: _____

Home Telephone: _____ Parents Daytime #: (M) _____
(D) _____

Home Email: _____ Work Email: _____

EMERGENCY CONTACT INFORMATION (If other than parent)

NAME: _____ DAYTIME # _____ EVENING #: _____

RELATIONSHIP TO CHILD: _____

PHYSICIAN'S NAME: _____ PHONE: _____

HOSPITAL AFFILIATION: _____

Cary Parks, Recreation and Cultural Resources Department programs are provided for people of all abilities. If you need reasonable modification, please contact your coach or staff to discuss prior to the season starting.

Please list any medical information I, as a coach, should be aware of with your child
(i.e. allergies, asthma, diabetes, injuries, etc.) _____

PARENTS CODE OF ETHICS PLEDGE

I hereby pledge to provide positive support, care and encouragement for my child participating in youth sports by following the Parents Code of Ethics Pledge.

- I will encourage good sportsmanship by demonstrating positive support for all players, coaches and officials at every game, practice or other youth sport event.
- I will place the emotional and physical well-being of my child ahead of any personal desire to win.
- I will insist that my child play in a safe and healthy environment.
- I will provide support for coaches and officials working with my child to provide a positive, enjoyable experience for all.
- I will demand a drug, alcohol and tobacco-free sports environment for my child and agree to assist by refraining from their use at all youth sports events.
- I will remember that the game is for children and not for adults.
- I will do my very best to make youth sports fun for my child.
- I will ask my child to treat other players, coaches, fans and officials with respect regardless of race, sex, creed or ability.
- I will promise to help my child enjoy the youth sports experience within my personal constraints by assisting with coaching, being a respectful fan, providing transportation or whatever I am capable of doing.
- I will require that my child's coach be trained in the responsibilities of being a youth sports coach and that the coach upholds the NYSCA Coaches' Code of Ethics.
- I will read the NYSCA National Standards for Youth Sports and do everything in my power to assist all youth sports organizations to implement and enforce them.

Participants Name: _____

Parent Signature: _____

NAYS NATIONAL STANDARDS FOR YOUTH SPORTS

#1 PROPER SPORTS ENVIRONMENT

Parents must consider and carefully choose the proper sports environment for their child, including the appropriate age and development for participation, the type of sport, the rules of the sport, the age range of the participants, and the proper level of physical and emotional stress.

#2 PROGRAMS BASES ON THE WELL-BEING OF CHILDREN

Parents must select youth sports programs that are developed and organized to enhance the emotional, physical, social and educational well-being of children.

#3 DRUG, TOBACCO & ALCOHOL-FREE ENVIRONMENT

Parents must encourage a drug, tobacco and alcohol-free environment for their children.

#4 PART OF A CHILD'S LIFE

Parents must recognize that youth sports are only a part of a child's life.

#5 TRAINING

Parents must insist that coaches are trained and certified.

#6 PARENT'S ACTIVE ROLE

Parents must make a serious effort to take an active role in the youth sports experience of their child providing positive support as a spectator, coach, league administrator and/or caring parent.

#7 POSITIVE ROLE MODELS

Parents must provide positive role models, exhibiting sportsmanlike behavior at games, practices, and home, while also giving positive reinforcement to their child and support to their child's coaches.

#8 PARENTAL COMMITMENT

Parents must demonstrate their commitment to their child's youth sports experience by annually signing the Parent's Code of Ethics.

#9 SAFE PLAYING SITUATIONS

Parents must insist on safe playing facilities, healthful playing situations, and proper first aid applications, should the need arise.

#10 EQUAL PLAY OPPORTUNITY

Parents, coaches, and league administrators must provide equal sports play opportunity for all youth regardless of race, creed, sex, economic status or ability.

#11 DRUG, TOBACCO & ALCOHOL-FREE ADULTS

Parents must be drug, tobacco and alcohol-free at youth league sporting events.

Sport Snack Game Plan

When it's your turn to bring snacks for the team, it can be tough to decide which options are the best and healthiest. Here are a few tips to help you find tasty and healthy snacks the whole team can enjoy.

SNACK & DRINK SUGGESTIONS

Fruit and water are always the best snack choices for kids on the move. Try these popular options:

- >> Orange & apple wedges
- >> Fresh peaches, pears, watermelon or other seasonal fruit
- >> Dried fruit, nuts and raisins
- >> Bananas, grapes & strawberries
- >> Fruit cups (packed in juice) or sugar-free applesauce
- >> Water - no need for sugar packed drinks

GRAB & GO - THE PRICE IS RIGHT!

- >> Not only is grabbing fresh fruit and water fast and easy, it's cost effective too. Check out this price comparison for a team of 12.

Healthy Snack -

- > Fresh bananas/oranges/apples - \$3 to \$4 a bag
- > 16 oz. natural spring water bottles (15 pack) - \$3.29

Total = \$7.29

Typical Snack -

- > Mini bags of cookies (12 pack) - \$4
- > Two boxes of 7 oz. Capri Sun drink pouches (10 packs in each) - \$6.25

Total = \$10.25



TOWN of CARY
PARKS, RECREATION &
CULTURAL RESOURCES



DIRECTIONS TO CARY AREA COMMUNITY CENTERS AND SCHOOLS

Bond Park Community Center

801 High House Road/150 Metro Park Drive; Cary, NC 27513

- Located on High House Road between Maynard Road and Cary Parkway.
- From Cary Parkway turn east on High House Road. Look for St. Michael's Church on the left. Turn right into Bond Park (across from the church).
- From Maynard turn west onto High House Road (towards Preston). Look for St. Michael's Church on the right. Turn left into Bond Park (across from the church).
- Take the first right after entering the park onto Metro Park Dr. and the community center will be on the right.
- The parking lot is located in the front of the community center. Enter through the front doors of the community center to get to both Magnolia & Sycamore gyms.

Herbert C. Young Community Center

101 Wilkinson Avenue; Cary, NC 27513

- Located near Academy Street at the corner of Chapel Hill Road.
- From Harrison Avenue turn east onto Chapel Hill Road. Take the first right onto Academy Street. Take the first left onto Wilkinson Ave.. The Community Center is on the left.
- From Chatham Street turn north onto Academy Street. Cross the railroad tracks and pass the Town Hall buildings on your right. Take the next right onto Wilkinson Ave.. The Community Center is on the left.
- From NW Maynard Road turn east onto Chapel Hill Road. Turn right onto Academy Street. Take the first left onto Wilkinson Ave.. The Community Center is on the left.
- You may enter the gym through the lower level entrance or you may enter the upper level main entrance and go down the stairs to access the gym.

Middle Creek Community Center

123 Middle Creek Park Avenue; Apex, NC 27502

- Located on the campus of Middle Creek High School.
- Going south on Kildaire Farm Rd., turn left on Ten Ten Rd.
- Pass through the Holly Springs Rd. intersection, continue 1.2 miles and turn right on West Lake Rd.
- Continue 1.3 miles and turn right onto Middle Creek Park Ave.
- Turn left at the second driveway; at the next stop sign turn left.

Alston Ridge Middle School

7833 Fussell Avenue, Cary, NC 27519

- Located just west of Green Level Church Road between O'Kelly Chapel Road and Kit Creek Road
- From downtown Cary travel High House Road to Highway 55, at the intersection continue straight onto Green Level West Road. Travel on Green Level West Road approximately 3 miles then take a right onto Green Level Church Road. Travel north for approximately 5 1/2 miles and turn left onto Fussell Avenue.
- Park on the right side of the school, near the outdoor basketball court. Enter the doors on that side of the school.

Cary Elementary School

400 Kildaire Farm Road; Cary, NC 27511

- Located near the intersection of South Academy Street and Dry Avenue in downtown Cary.
- From Kildaire Farm Road turn left onto Dry Avenue and turn left on Faculty Avenue, onto the school campus, after going by the Cary Arts Center.
- From Academy Street, turn right onto Dry Avenue, and then immediately left onto Faculty Avenue.
- From Harrison Avenue, turn east onto Dry Avenue, then right onto Faculty Avenue.
- Park in the large parking lot behind the school and use the gym entrance near the ball field.

Davis Drive Middle School**2101 Davis Drive; ~~Apex, NC 27502~~ Cary, NC 27519**

- Located on Davis Drive, 1 mile south of High House Road.
- Take Davis Drive south. Cross the railroad tracks and there will be two school campuses on the right. The first campus is Davis Drive Elementary and the second campus is Davis Drive Middle School. Take the second right into the Davis Drive Middle School parking lot.
- Park in the front of the school in the large parking lot, or in the parking lot near the buses.
- DO NOT PARK BEHIND THE SCHOOL!
- The gym is located to the far right next to the ballfields. Enter in the glass doors at the far right to get into the gym.

East Cary Middle School**1111 SE Maynard Road; Cary, NC 27511**

- Located off of Southeast Maynard Road.
- From Cary Towne Boulevard head north on Southeast Maynard Road. Go approx. 1/4 mile and take the next left at the stoplight into the school parking lot.
- From Walnut Street or Kildaire Farm Road head toward Cary Towne Center. After passing Cary Towne Center take Maynard Road north. Cross Cary Towne Boulevard and the school will be on the left.
- From Chapel Hill Road, or from Chatham Street, take Maynard Road south toward Cary Towne Center. The school parking lot is on the right.
- Do not park in the small circular lot in front of the gym.
- From the large parking lot, walk to the right where a small soccer field is on the right. Follow the sidewalk to the far right end of the school. The sidewalk will lead to a small parking lot and then up a hill over an asphalt basketball court. The gym is straight ahead at this point.

Green Hope Elementary School**2700 Louis Stephens Dr.; Cary, NC 27560**

- From High House Road - turn north on Carpenter-Upchurch Road.
- Turn right on Louis Stephens Drive. The school will be approximately one mile on the right.
- Turn right into the last entrance to the school. The gym is the last, detached building closest to the outdoor basketball and sand volleyball courts.

Green Level High School**7600 Roberts Road, Cary, NC 27519**

- From High House Road – continue across Hwy 55 on to Green Level Road West for approximately 2 miles.
- Turn left on Green Level Church Road.
- Turn left on Roberts Road, the school will be approximately 1/2 mile on the left.
- Park in the visitors lot in the front of the school and enter through the door on the left, gym is on the left.

Mills Park Middle School**441 Mills Park Drive; Cary, NC 27519**

- Head west on High House Road
- Turn right on Rt. 55 West, go 2.5 miles
- Turn left on Carpenter Fire Station Rd., go 1.6 miles
- Turn left on Green Level Church Rd., go 0.7 miles
- Turn left on Mills Park Dr.
- Take the first left onto the Mills Park Middle School campus
- Follow that road back to the staff parking lot, between the softball field and the football field.
- Enter the school through the door closest to that staff parking lot.

Reedy Creek Middle School
930 Reedy Creek Rd.; Cary, NC 27513

- From Harrison Avenue, proceed to the stop light at Reedy Creek Rd., Once on Reedy Creek Rd. the school is approximately .2 miles down on the left. The middle school is the first building, proceed past the bus circle and turn left into the parking lots. The gym is located on the back corner of the building.
- From Maynard Avenue, proceed to the stop light at Reedy Creek Rd., Once on Reedy Creek Rd. the school is approximately .8 miles down on the right. The middle school is the first building, proceed past the bus circle and turn left into the parking lots. The gym is located on the back corner of the building.

West Cary Middle School
1000 Evans Road; Cary, NC 27513

- Located on Evans Road near the Chapel Hill Road/Maynard Road intersection.
- From Harrison Ave., take Maynard Rd. west. Turn right onto Evans Rd. The parking lot is the second right.
- From Highhouse Road take Maynard Road north. Cross Chapel Hill Road and take the next left onto Evans Road. Take the second right into the parking lot.
- Do not go into school parking lot accessible from Maynard Road. This lot is restricted to bus parking only.
- The entrance to the gym will be straight ahead at the semi-glass doors.

West Lake Middle School
4600 West Lake Road, Apex, NC 27539

- Located on West Lake Road Just south of the West Lake Elementary School.
- Going south on West Lake, cross over Optimist Farm Rd. and turn left on right into the 2nd West Lake Middle entrance, turn left on Ten Ten Rd.
- intersection, continue 1.2 miles and turn right on West Lake Rd. Gym is located on the south side of the building.

Youth and Adult Sports & Leagues Lost & Found

Due to the large volume of lost and found items, and the number of locations we supervise, the department cannot track down individual lost items. All lost and found items for youth and adult sports leagues will be taken to the locations listed below.

- 1) **Items are donated or discarded on the 15th of the following month.**
- 2) Items are held for at least 15 days (if found the last day of the previous month).
- 3) Lost and found items are taken to specific locations based on the chart below.
- 4) Coaches, Teams, and players, should turn in items based on the chart below.
- 5) Items that are particular smelly, or containing body fluids (sweat), are thrown away.
- 6) Patrons should expect to search the bins themselves if they have lost an item.

Items Found @:	Lost and Found Turn In:
All baseball and softball fields *Except Middle Creek & Thomas Brooks	Bond Park Community Center
All sand volleyball courts **Only During league play	Bond Park Community Center
Herb Young Community Center	Herb Young Community Center
Middle Creek Community Center West Lake Middle	Middle Creek Community Center
***School Gym Sites Cary Elem., Green Hope Elem., East Cary Middle, , Davis Drive Middle, Mills Park Middle, Reedy Creek Middle, West Cary Middle	Bond Park Community Center

*Middle Creek Softball Complex & Thomas Brooks Softball Complex keep their own lost and found items at the towers.

**Adult Sand Volleyball league play is Jun-Aug.

***Many schools keep their own lost and found when their staff find lost items. Please call the schools directly if you think your item might have been picked up by school staff.

Bond Park Community Center 919-462-3970
 Herb Young Community Center 919-462-2061
 Middle Creek Community Center 919-771-1295

HEADS UP CONCUSSION



SIGNS AND SYMPTOMS

Athletes who experience one or more of the signs or symptoms listed below after a bump, blow, or jolt to the head or body may have a concussion.

> SIGNS OBSERVED BY COACHING STAFF

- Appears dazed or stunned
- Is confused about assignment or position
- Forgets an instruction
- Is unsure of game, score, or opponent
- Moves clumsily
- Answers questions slowly
- Loses consciousness (even briefly)
- Shows mood, behavior, or personality changes
- Can't recall events prior to hit or fall
- Can't recall events after hit or fall

> SYMPTOMS REPORTED BY ATHLETE

- Headache or "pressure" in head
- Nausea or vomiting
- Balance problems or dizziness
- Double or blurry vision
- Sensitivity to light
- Sensitivity to noise
- Feeling sluggish, hazy, foggy, or groggy
- Concentration or memory problems
- Confusion
- Just not "feeling right" or is "feeling down"



ACTION PLAN

As a coach, if you think an athlete may have a concussion, you should:

1. **Remove the athlete** from play.
2. **Keep an athlete with a possible concussion out of play on the same day of the injury and until cleared by a health care provider.** Do not try to judge the severity of the injury yourself. Only a health care provider should assess an athlete for a possible concussion.
3. **Record and share information about the injury**, such as how it happened and the athlete's symptoms, to help a health care provider assess the athlete.
4. **Inform the athlete's parent(s) or guardian(s)** about the possible concussion and refer them to CDC's website for concussion information.
5. **Ask for written instructions from the athlete's health care provider** about the steps you should take to help the athlete safely return to play. Before returning to play an athlete should:
 - > Be back to doing their regular school activities.
 - > Not have any symptoms from the injury when doing normal activities.
 - > Have the green-light from their health care provider to begin the return to play process.

IT'S BETTER TO MISS ONE GAME THAN THE WHOLE SEASON.



For more information and to order additional materials **free-of-charge**, visit: www.cdc.gov/HEADSUP.

You can also download the CDC **HEADS UP** app to get concussion information at your fingertips. Just scan the QR code pictured at left with your smartphone.



Centers for Disease
Control and Prevention
National Center for Injury
Prevention and Control

The information provided in this document or through linkages to other sites is not a substitute for medical or professional care. Questions about diagnosis and treatment for concussion should be directed to a physician or other health care provider.