

YOUTH BASKETBALL

Volunteer Coach – Checklist

Thank you for Volunteering!

PRIOR TO THE SEASON

- ✓ Contact your team members by **Sunday November 16th** to share team / practice information.
- ✓ Complete Criminal Background Check (register as a Volunteer on TeamSideline).
- ✓ Read Concussion Awareness form and Code of Conduct form (on TeamSideline).
- ✓ Conduct a Parent Meeting after your first practice (See Parent Meeting Tips on TeamSideline).
- ✓ Park & Rec. provides game basketball only, **coaches provide basketballs for practice**
 - 27.5: 3rd grade Boys and Girls
 - 28.5: Boys 4th-6th and Girls 4th – 8th Grade leagues
 - 29.5: Boys 7th-8th Grade leagues

GAME DAY REMINDERS

- ✓ All teams must supply an adult **score keeper** to work each game at the score table.
- ✓ Prior to game time, both coaches must identify the official game roster with the scorekeepers.
- ✓ Each player must play a minimum of (2) quarters a game.
- ✓ Substitutions can **ONLY** be made at the **four (4) minute mark** of each quarter.
- ✓ Games will **NOT** be rescheduled to accommodate teams with players not available on scheduled dates.
- ✓ Jewelry/Casts/Hair Accessories: **All exposed items** that are judged hazardous or **potentially dangerous** by the referee may not be worn during the game. This includes, but is not limited to, casts, wristwatches, large rings, bracelets, neck chains, hair accessories or earrings.
- ✓ Practice permits are void and access to gyms is prohibited after the conclusion of your final game.
- ✓ Team photos, action shots and videos of your team are welcome! Please email me any photos or videos!
- ✓ Note: If school is cancelled, games and practices are also cancelled.
- ✓ Have Fun!

JERSEYS: Anticipate delivery in late December- We will email you when they arrive to arrange pick up.

PARENT MEETING TIPS

As a coach, please hold a brief parent's meeting at the beginning or end of your first practice to inform parents about expectations for the season. This meeting will cover the general rules and provide an opportunity to clarify any questions parents may have. Any questions that you cannot answer as a coach, please forward them to the Brookfield Parks & Recreation Department so that we can answer their questions.

Below is a list of information that should be explained to parents:

- Dates, times, and location of practices
- Parents must walk participants into the building for practice to ensure that an adult is present.
- Parents should pick up participants promptly after practice.
- Direct them to the TeamSideline website or app for the season schedule and all league information.
- For your own records, find out if any of the participants have a medical condition that you should be aware of (i.e. asthma, a heart condition, allergies, etc.).
- Explain the minimum playing time policy.
- Gym shoes and the team jersey (provided) should be worn for all games.
- Explain the five (5) minute rule for forfeiting games so that parents understand the importance of their child being there by the scheduled time.
- Inform them that all the participants on the team will be taught the league rules and regulations.
- Remind them that this league is about the players, and not the adults involved.
- Be sure to ask if there are any questions once you've explained all your expectations.

City of Brookfield – Parks, Recreation & Forestry Department

Youth Basketball Rules Summary

| | GRADES 3-5 | GRADES 6-8 |
|----------------------------|--|--|
| BALL SIZE | Size 5 (27.5) Boys and Girls 3 rd grade Women's Ball: Boys 4 and Girls 4 & 5 Men's Ball: Boys 5 | Women's Ball: Girls 6 – 8 Men's Ball: Boys 6 – 8 |
| SUBSTITUTIONS | Only at 4 min. mark of quarter (must be at table at 5 min. mark) and at end of quarter, unless injury or illness. (Free substitution in overtime) | Only at 4 min. mark of quarter (must be at table at 5 min. mark) and at end of quarter, unless injury or illness. (Free substitution in overtime) |
| FREE THROW LINE | 12 Feet or Regulation (Player Choice) | Regulation |
| 3-POINT SHOT | YES – If marked on floor | YES – If marked on floor |
| DEFENSE (1/2 Court) | Man to Man ONLY . Must be within 6 feet of man. Double teaming or help defense in the lane only. | Zone or Man to Man |
| FULL COURT PRESS | Yes – Man to Man only last two (2) minutes of game. Not allowed by team ahead by 15 points. | YES, but ONLY Man to Man. Not allowed by team ahead by 15 points. |
| OFFENSES | No clear-out offenses allowed. | Any |
| TECHNICAL FOULS | Free throws are NOT shot. Opposing team will be awarded the 2 points and given the ball out of bounds. Player MUST be replaced. | Free throws are NOT shot. Opposing team will be awarded the 2 points and given the ball out of bounds. Player MUST be replaced. |
| TIME-OUTS | Three 60-second T.O.'s a game. One additional time-out in overtime. | Three 60-second T.O.'s a game. One additional time-out in overtime. |
| CLOCK | Four 8-min. qts. Continuous clock until final 2 min. of game, then regulation WIAA timing (if leading by 15, clock will be continuous). | Four 8-min. qts. Continuous clock until final 2 min. of game, then regulation WIAA timing (if leading by 15, clock will be continuous). |

ELEMENTS OF PRACTICE

Coaching Tips: <https://jr.nba.com/>

PRACTICE & GAME GUIDELINES

- Each coach is responsible for planning and conducting their team's practices.
- Coaches will communicate all information about practices and games to their team.
- Each team will practice once a week for one hour.
- The schools are a very essential part of the success of the youth basketball league. Please follow their rules and communicate them to your players (See Facility Code of Conduct).

ELEMENTS OF PRACTICE (60 minutes)

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| Segment 1 (10 minutes) | Ball Handling/Dribbling |
| Segment 2 (10 minutes) | Passing |
| Segment 3 (10 minutes) | Shooting |
| Small-Sided Games (15 minutes) | 2 v 2 or 3 v 3 Half Court |
| Scrimmage / ½ court offense or defense (15 minutes) | Team offense / defense |

SAFETY

- Safety is always the number one objective
- Before starting practice, walk around the court to make sure there aren't any
- potential hazards (ex. Wet areas, garbage, etc.)
- Any damaged or improper equipment should be set aside and not used. Inform the Brookfield Park and Recreation department about the damaged equipment.
- Players must be wearing athletic shoes, with the laces tied during all practices and games
- Absolutely no horseplay, pushing, etc. will be tolerated

INJURY PREVENTION

- Know the rules of the game
- Watch out for others
- Don't play when you're injured
- Use proper equipment
- Maintenance and appropriateness of playing surfaces
- Adequate adult supervision
- Proper hydration
- Don't overheat

BASKETBALL TERMS

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|-------------------|--|
| Assist | A pass to a teammate that results in a goal being scored. |
| Back Court | The defensive zone for each team, from the mid-court line to the end line furthest from the offense's basket. |
| Block | When a defensive player legally deflects a shot from an offensive player. The defender must not touch the offensive players' hands otherwise a foul is called. The block can only be ruled legal if it occurs while the ball is traveling upward. |
| Carrying | A violation that occurs when the dribbling player holds the ball with two hands at once or rotates the ball in his or her hand between dribbles. |
| Defense | The team without the ball, also the team trying to prevent the team with the ball from scoring. |
| Defensive Rebound | A rebound caught by defenders. |
| Double Dribble | A violation in which a player dribbles the ball, clearly holds it with a combination of either one or two hands (while either moving or stationary), and then proceeds to dribble again without first either attempting a field goal or passing off to a teammate. |
| Double Team | When two defenders cover one player who is on offense, usually their best player. |
| Drive | An attacking offensive move at full speed, towards the basket. |
| Fake | To try and trick with a pass or move. |
| Foul | A violation resulting from illegal contact with an opposing player. |
| Free Throw | An unguarded shot taken from the foul line by a player whose opponent committed a foul; worth 1 point. |
| Guarding | Following an opponent around the court to prevent him from getting the ball, taking a shot or making a pass. |
| Jump Ball | A method in which the game is started, at half-court. The ball is thrown up in the air between two players, who try and tap it down to their teammates. |
| Lay-up | A shot taken close to the basket by leaping up and using one hand to drop the ball into or bank the ball off the backboard into the basket. |
| Offense | The team with possession of the ball. |
| Offensive Rebound | A rebound by a player on offense. |
| Officials | The referee/umpire that control the game, stop and start play, and impose penalties for violations and fouls. |
| Pass | When a player throws the ball to a teammate. |
| Timeout | When play is temporarily stopped on request of the coach, which gives each team a chance to discuss tactics. |
| Traveling | Taking more than 1 ½ steps without dribbling, if this happens the result is a turnover. |
| Turnover | When the offense loses possession through its own fault by passing the ball out of bounds or committing a floor violation. |