

# Sturtevant Phoenix Fastpitch

## Code of Conduct



Congratulations on becoming part of the Sturtevant Phoenix Fastpitch. We are happy you have decided to play softball with Sturtevant Phoenix Fastpitch the 2018-2019 season. Please read over the following rules that pertain to your commitment with Sturtevant Phoenix Fastpitch.

This is a big commitment for you and your parents. For you as a player to get the most out of the experience, it is important for you as a player to understand and the follow the rules listed.

Please understand this organization is run to get all our players better in the game of softball. Of course, winning is awesome, we are not an organization based on the wins and losses of our teams—or where they place in tournaments. We are giving many players the chance to improve their skill and game knowledge.

**Mission Statement:** The mission of the Sturtevant Phoenix Fastpitch Organization is to provide players with a platform to showcase their individual and team skills. We work hard to be the best and have the highest expectation of excellence and success. The level of commitment required is also matched by the amount of fun our girls have while playing the game they love. This organization prepares our ladies as players on the field and as leaders off the field through our motto “Unity in Adversity”. Our athletes are trained in a collegiate style softball program with emphasis not only on athletic but also academic and spiritual growth. Sturtevant Phoenix is designed to send athletes to the next level and we firmly believe Philippians 4:13 "I can do all things through Christ who strengthens me."

### **Practice Rules:**

1. All players are required to attend practice. If for any reason you are not able to attend, please notify your coach in advance. It is hard to practice with only 5-6 people in attendance. **Practice time is also a factor in playing time.**
2. If you need to leave practice early, please let your coach know.
3. It is the player’s responsibility to get to practice 10-15 minutes early to help set up and when practice is over, to help clean up and put away all the equipment.
4. Time is limited in the gyms/facilities—so be prompt and ready to go at practice time.
5. Please turnoff cell phones and be dedicated to playing during the designated practice times—you can accomplish a lot when everyone comes focused and ready to practice. If there are cell phone problems, coach will take cell phones until after practice is over, keep your head in the game.
6. Respect the facilities where we practice.
7. If practice is cancelled, there will be a phone chain to help so that everyone is contacted. Most teams use TeamSnap or another team informant app.
8. Dress appropriately for practice.
9. If you get hurt, please notify your coach immediately. If any injury does occur that requires doctor’s treatment, a note from the doctor will be required for the athlete to participate again.

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10. Be flexible in playing positions. It is important for the player to know other spots, you never know when someone is missing, and the coach will need you to fill-in.
11. Please note where the various teams are practicing and the practice times.
12. All players need to **bring all required "gear"** to practice & tournaments.
13. Parents please be prompt in picking up your daughter from practice. Sturtevant Phoenix Fastpitch Coaches will not leave the facility until all athletes have been picked up.

### Injuries

1. Please let a coach know as soon as possible.
2. We do expect the players with injuries to attend practice and tournaments—it is important to stay up with what the team is doing, and you can always help your teammates. This way you will know what is going on when you are able play.
3. If you are not able to finish the season—the directors will need a doctor's note to put in the file with that information.

### Tournaments and Competitions:

1. Athletes will be responsible to know time and location of tournaments. If there is a transportation problem, notify the coach.
2. All players must abide by the rules established at each tournament facility.
3. Players are expected to attend every tournament and stay for the full tournament. Please notify the coach if you are not able to attend a tournament or must leave early. It is hard to play when players are coming and going.
4. Please bring **everything you need** to all the tournaments. The coaches do not carry extra. Check your bag-**TWICE**-for all your equipment and shoes before you leave home.
5. Please understand there **will not be equal** playing time at tournaments. It is up to the coach's discretion. The players have positions and it is not always easy to put someone in for someone else. Each player is given the opportunity to learn the game and skills of softball in practice. The athlete's skill, dependability, hustle, and positive attitude will determine the player's playing time.
6. Please make sure to arrive early enough to warm-up before games on tournament days.
7. Players are responsible for their personal belongings. Do not leave them unattended. Sturtevant Phoenix Fastpitch is not responsible for lost equipment.
8. During or between games, no player, parent, or coach shall make any rude remarks or gestures towards another player of any team, coach, or official, including the Sturtevant Phoenix team.
9. At all times players and coaches are to act responsibly and have good sportsmanship, keeping in mind you are representing the Sturtevant Phoenix Fastpitch.
10. Seating is sparse at most tournaments, so we recommend that you bring your own chairs. We strongly advise that you pack a cooler for your athlete for the day of a tournament because they can run long (If tournaments permit this). Some facilities who are offering concessions, may require that all coolers be stored in your car during the

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day. Some players bring pillows and sleeping bags, so they can rest between rounds. Games, homework, books, etc. are all recommended for some of the longer tournaments. Arrive early so you can help set up your team area and get ready to warm-up. Except for starting times, most tournaments do not follow a set time schedule because of extra innings, weather, etc.

### **Conflict Resolution Procedure:**

The following guidelines have been established to protect the players, coaches and parents from uncomfortable and inappropriate situations when it comes to the professional discussion and handling of grievances. The coaches within Sturtevant Phoenix Fastpitch have been instructed to adhere to these guidelines to better maintain the organization/player/parent relationship.

The procedure to discuss concerns about policies and actions are as follows:

1. Sturtevant Phoenix Fastpitch will require 24 hours from the time of the incident before a meeting is able to be scheduled. Sturtevant Phoenix Fastpitch will not acknowledge or act upon any negative emails. While convenient for conveying details, email can also leave room for interpretation of feelings and misunderstandings. To initiate the grievance process, please contact the coach by phone or schedule an in-person meeting.
2. The athlete should speak with the coach regarding the matter.
3. If the matter remains unresolved and there is a legitimate concern, the parent AND athlete should request to meet with the coach. Coaches will ONLY meet with parents when the athlete is present, and not at a tournament.
  - a. Please do not confront a coach before, during or after an event. Arrange to meet with your coach at a convenient time for all parties, including before or after practice.
  - b. If a parent approaches a coach during a tournament, we have instructed our coaches to refuse to discuss the situation, to refer the parent to a organization director, and walk away.
  - c. We also instruct our coaches not to get involved in a texting conversation.
  - d. Sturtevant Phoenix Fastpitch will not acknowledge or act upon any negative emails. While convenient for conveying details, email can also leave room for interpretation of feelings and misunderstandings. To initiate the grievance process, please contact the coach by phone or schedule an in-person meeting.
4. If the matter still remains unresolved, the parent can request a meeting with the organization director, along with the coach and the player. THE PLAYER MUST BE PRESENT AT THE MEETING.

It is important that players and parents alike understand that conversation with a coach is allowed and encouraged at any time throughout the season as long as it is civil and polite. However, when problems arise, we will all need to be rational and calm before discussion

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occurs. No conversations will be held without the athlete in attendance, to make sure that everyone is getting and giving the same message.

### Reporting Inappropriate Behavior of Organization Staff

Sturtevant Phoenix Fastpitch vigilantly maintains a policy that places the safety of the young athletes entrusted to our care and instruction as our highest priority. We watch team activities and interactions closely to try to prevent miscommunications that cause discomfort to any of the athletes or parents. If you see behavior of a Sturtevant Phoenix Fastpitch coach that you believe to be inappropriate, report it immediately to the organization director. All complaints will be investigated. Any coach found to be in violation of policy would be subject to discipline, which may include dismissal. There will be no retaliation against any complainants and/or witnesses who participate in an investigation. If you have any questions regarding the Sturtevant Phoenix Fastpitch policies or procedures, please do not hesitate to contact the organization director.

### Organization Communication Policy & Guidelines

Parenting and coaching are important and complimentary vocations and by working together we are able to better provide benefits to the player. Since she is beginning to move into the adult world, one of our goals is to make them responsible for their own actions.

- Examples of Communication Coaches Expect from Parents
  - Advanced notification of any schedule conflicts. Preferably an email or phone call.
  - Specific concern in regard to a coach's philosophy and/or expectation.

Since our goal as a program is to move each athlete forward in their development as a player and a person, it is our request that you encourage your child to discuss any of the issues first with their coach. If your child is unclear of the resolution, please feel free to contact the coach with your child present.

- Examples of Appropriate Concerns to Discuss with Coaches
  - The treatment of your child – both mentally and physically
  - Ways to help your child improve
  - Concerns about your child's behavior

Our coaches are professionals who make tough decisions based on what they believe to be the best for the team and athletes involved. Certain things can and should be discussed with coaches. Other things, such as those in the following section, must be left to the discretion of the coach and will not be discussed, either in person or via phone or email:

- Examples of Issues Not Appropriate To Discuss With Coaches
  - Team Strategy
  - Play Calling
  - Other Athletes or Coaches
  - Playing Time (unless framed such as "what can my child do to earn more playing time?")

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Situations may arise that may require a conference between the coach and a parent. These are to be encouraged, and it's important that both parents/guardians of the player have a clear understanding of the other's perspective. Please see above for the Sturtevant Phoenix Fastpitch Conflict Resolution procedure.

### **General Rules:**

1. Abusive or vulgar language will not be tolerated. Arguments or outbursts will be dealt with severely.
2. If a player or parent is found to be insubordinate to the coaching staff, and or directors of Sturtevant Phoenix Fastpitch, this will be grounds for immediate dismissal.
3. Any athlete damaging equipment owned by Sturtevant Phoenix Fastpitch or any facility used by the organization during practices, tournaments or other functions, or at lodging facilities will be required to reimburse the organization and/or facility for the damages before continuing. In some cases, the athlete may be dismissed from the organization.
4. Athletes experiencing problems with another player, coach, or team will speak with the coach immediately to resolve the problem. Sturtevant Phoenix Fastpitch will attempt to correct the situation and keep all information confidential. Fighting with in the team will not be tolerated.
5. Parents with a grievance need to schedule a meeting with the coach. We would like the meeting to include the coach(s), the player, and the parent. If the outcome is not to your satisfaction, contact one of the Directors.
6. Any violation of the rules stated above may result in an athlete's suspension of games or grounds of dismissal from Sturtevant Phoenix Fastpitch.

### NOTE:

**Your dues pay for the gym practice time, entrance into tournaments, coaches, uniforms, and organization dues. You are not paying for playing time at tournaments, --playing time is dependent upon the players work ethic, attendance to practice, attitude, and abilities in positions will all play into coaches decisions to play the athlete.**

### ***Payment & Organization Fees:***

#### ***\$650—New players***

*\$50 due with Commitment Form (August 10, 2018)*

*\$350 due September 22, 2018 (Pre-Dated Check REQUIRED)*

*\$250 due January 07, 2019 (Pre-Dated Check REQUIRED)*

**ALL CHECKS WILL BE DUE AT PARENT MEETING ON September 22, 2018**

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It is important to pay your fees on time. Player may not practice until Postdated checks are received. Money is needed to pay for all the tournaments and bills for the organization. Any late payments may result in your daughter not being able to participate in a tournament until the payment is made.

Please understand that if your daughter is dismissed or quits the organization for any reason—**you are still responsible for the full payment.**

### ***Refund Policy:***

1. When you accept an offer to participate, you accept the financial obligations for the entire organization fee for that season. When teams are comprised, monies immediately go directly into uniforms, tournament entry, travel and other fees.
2. **Due to our non-profit status and budget requirements, we do not offer refunds. Refunds will not be given to athletes who choose not to play because of conflicts, team or coaching assignments, or an individual's amount of playing time.** Prorated refunds will be considered for athletes who suffer season-ending injuries while playing on a Sturtevant Phoenix team, on a case-by-case basis with a physician's letter. Injuries occurred outside of Sturtevant Phoenix Fastpitch will not be considered for a refund.
3. Dues are **NON-REFUNDABLE** for **ANY** reason, even in the event that your daughter quits, is suspended or injured at any point in the season.
4. The Directors of our organization will review all requests for refund based on individual situations.

### ***Our Program Options and Fee Information:***

Sturtevant Phoenix Fastpitch offers teams for many different age and skill levels. We offer teams for girls from ages 10 to 16. **Your AGE GROUP is based on how old you are on January 1.** No Exceptions will be made, players have to be placed in their age group teams (We do advance players if the coach on the higher team allows the player to be on the team. Ex. If a 12-year-old is very good and wants to try out for the 14-u team)

#### Time, Travel and Cost Commitments (Ages 12-15):

- Cost \$650 (new player)
- Features:
  - September through mid-August
  - Practices one-two times a week (depending on gym availability)
  - 5-6 Tournament Schedule
  - Limited Travel or Overnight Stays

#### These fees cover:

- Tournament entry fees
- Insurance
- Practice facility expenses

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- 2 full Uniform(s)
- Use and Purchase of Equipment
- Administrative fees and supplies
- Sanctioning of Coaches

Additional fees that will be covered by the player:

- Travel expenses, including hotel, food and transportation
- Cleats, sliders, bats, facemasks

### Payment Structure

1. Because our organization submits payment for many items and tournaments prior to collecting any money from participants, it is important that you stay on track with your payments. Available payment options:
  - Payment in full at the beginning of the season by check
  - Two Installment Payments by check (September 22 and January 7<sup>th</sup>). Both checks to be provided at the September 22 Player/Parent Meeting. Second Installment will not be cashed until January 7, 2019. Unless an alternate payment plan has been arranged and approved, all player dues must be current within 15 days. Any player whose account is out of compliance will not be allowed to practice or play until the account is current.
    - 1<sup>st</sup> Installment Amount \$350
    - 2<sup>nd</sup> Installment Amount \$250
  - **Any payment that is late (more than 15 days) is subject to a \$50 late fee. If the payment is paid late but WITHOUT the additional late fee, the player will not be allowed to play.**
  - All player dues must be paid in full prior to the final regular scheduled tournament.
2. Organization dues are not dependent on the number of tournaments or practices a player can make. Each member of the team will pay the same amount for the entire season, regardless of time commitment.
3. On an individual family/player basis, dues and fee structures can be modified to accommodate family/player circumstances. Please speak with the organization director regarding this matter. The organization director will not discuss specific arrangements with anyone other than the family.
4. **Coaches will not accept organization dues payment. All payments must be mailed to the organization director at the following address: 2516 Olive Street, Racine, WI 53403**
5. Please make out separate checks for each child participating OR ... One check per family.

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### ***Overall:***

We want you to have a fun and positive experience in the Sturtevant Phoenix Fastpitch while increasing your softball knowledge and skills.

Any questions or concerns please notify one of the directors listed below:

Amanda Burns

[SturtevantPhoenix@gmail.com](mailto:SturtevantPhoenix@gmail.com)

262-994-5900