

MILFORD YOUTH  
ORGANIZATION



**Milford Warriors**

2010  
PARENT HANDBOOK

# Milford Youth Organization 2010 Handbook

## Board of Directors

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Cheerleading Director	Shaunta Cooke	cheerdirector@milfordwarriors.org
Team Mom Coordinator	Ronnetta Simpson	teammom@milfordwarriors.org
Cheerleading Asst. Dir.	Kimberly Holmes	girlsequipment@milfordwarriors.org

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## FOOTBALL INFORMATION

### Equipment

Football equipment consists of one (1) helmet, one (1) set of shoulder pads, one (1) pair of game pants, one (1) pair of socks and a complete set of pant pads (7 pieces). Practice pants will not be provided.

These items remain the property of the Milford Youth Organization (MYFA) and are issued to you for your child's use and protection. No alteration may be performed without the prior written permission of the Athletic Director. The proper care and safeguarding of these items are your responsibility and your deposit of \$200.00 will be held in escrow by the MYFA to insure its return in usable condition. After the team's last sanctioned MYFA event, on a date identified by the head coach, the equipment must be cleaned and returned to the MYFA without change in condition or appearance, **NORMAL WEAR EXPECTED**. Any decorations applied to helmets must be removed prior to return to the MYFA. In the event of loss, if all the equipment is not returned or if the equipment is returned damaged, your deposit will be used by the MYFA for replacement. Upon request, the Equipment Director will provide a schedule of costs for issued equipment.

Players also receive a game jersey, which may be kept by the player at the end of the season.

### **GAME PANTS AND GAMES JERSEY'S SHALL NOT BE WORN DURING PRACTICES!!!!!!**

### Equipment not covered by Registration Fee

Each player is responsible for obtaining their own shoes (rubber cleats only, no metal or hard plastic replaceable cleats are allowed), mouthpieces, practice jerseys, chin straps, or any additional pads that the player may want. Parents will be required to pay for player name on back of jersey.

### Practices

Practices begin August 1. Teams may practice up to five times in that week. After the first week in August, practices are conducted on Monday, Tuesday and Thursday evenings. Practices commence at 6:30PM and end no later than 8:30PM. The coach or TEAM MOTHER will contact you in case a practice is cancelled or rescheduled.

### Minimum Participation

Each football player who has not missed any practices during the prior week and is not injured or under discipline by the head coach shall play a minimum of eight (8) plays a game.

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## GENERAL RULES OF THE ROAD

1. A parent or guardian **MUST** accompany each child at all practices and games. If you are unable to attend with your child, please advise the coach and/or **TEAM PARENT**, in writing who will be responsible for your child in case of emergency. (This person must be 18 years of age.)
2. Drive Slowly as you enter the parking area and watch for children running between the cars. (This is especially important when you enter the parking lot and when you pass the gates to the game field.)
3. Alcohol, drugs, firearms, knives, or other type of weapons are prohibited at Milford Field, in the parking lot or at any facility where the children may participate. Violators are subject to arrest.
4. Smoking is discouraged in the areas where the children are practicing and/or playing.
5. Smoking is prohibited in the stands, in the restrooms and in the concession stand.
6. Chairs are not permitted in the stands. Cushions and stadium seats are permitted.
7. Good sportsmanship is expected of everyone! All persons are required to conduct themselves in a manner that sets a positive example of our children, whether you are in the stands, on the sidelines and whether you are at “our field” or at another Association’s field.
8. Maintaining a clean park is the responsibility of everyone. Keep trash picked up in and around the practice field, restrooms and/or playing field. Leave the facilities ‘cleaner than you found them’. This is especially true when playing away games. Please, be considerate of our hosts and clean up after ourselves when playing at another Association’s park.
9. NO ANIMALS of any kind are allowed in the game or practice areas.
10. The concession stand operates as a fundraising activity for the Association. All food and drink are encouraged to be purchased from the concession stand. Team fundraising activities may not include the sale of food or drinks on game days or practices without the written permission of the Board of Directors. A \$40 concession deposit will be required for each registered participant. Once a representative of that participant has volunteered to work the concession stand or entry gate; the deposit will be returned. The deposit will not be deposited or cashed unless a representative for the participant does not volunteer for the concession stand or entry gate by the end of the season.

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CERTIFICATION

Certification of age for all participants is required by the football conference we are a member of, which is the North Georgia Youth Football League (NGYFL). A Certified Birth Certificate (With Raised Seal), is required for every football player.

**NOTARIZED COPIES, AND/OR HOSPITAL CERTIFICATES OF BIRTH  
ARE NOT ACCEPTABLE!**

After certification, all birth certificates will be returned to the parents as soon as possible through the TEAM MOTHER. Those children, whose ages are not certified, will be ineligible and not allowed to participate in MYFA sanctioned activities.

**Ages and Weights for Football Teams**

<u>Division</u>	<u>Weight</u>	<u>Age</u>
Mighty-Mite (5)	70 lbs (90lbs T to T)	Must be 5 before 8/1 May not be 6 before 8/1
Pee Wee (6)	80lbs (100lbs T to T)	May not be 7 before 8/1
Midget (7)	90 lbs (110lbs T to T)	May not be 8 before 8/1
Midget (8)	100 lbs (120lbs T to T)	May not be 9 before 8/1
Minor (9)	110 lbs (130lbs T to T)	May not be 10 before 8/1
Minor (10)	120 lbs (140lbs T to T)	May not be 11 before 8/1
Junior (11-12)	140 lbs (160lbs T to T)	May not be 13 before 8/1

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## **DEVELOPMENT TEAMS**

The NGYFL created a Development team concept to insure that new football players have a valuable first football experience. The MYFA may form Development teams if sufficient registration and volunteer coaching resource exists.

Players will be assigned to Development teams after the first week of practice. Head coaches will explain the process of assigning players to the Development teams during the first week of practice.

Development teams will play a regular season schedule with play-offs. Players on Development teams who have not missed any practices during the prior week and are not injured or under discipline by the head coach shall play a minimum of eight (8) plays a game.

Players on Development teams will participate in all MYFA activities, including Picture day, Homecoming and post season banquets.

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## TEAM MOTHER

Each team will select a “TEAM MOTHER”. The Team Mother will be selected and/or agreed upon by the coaching staff of the associated team.

### DUTIES

- Collect birth certificates prior to certification date.
- Coordinate and schedule parents for concession stand duty (in conjunction with the Concession Director)
- Coordinate fund raising activities with the Fund Raising Director.
- Coordinate Homecoming Activities of their team (including Homecoming ceremonies) with the Homecoming Director.
- Coordinate the Team Banquet and trophy pick-up with the Head Coach.
- Assist in distribution of football game jerseys, coordinate certification pictures

The Team Mother will attend all meetings scheduled by the Association board of directors. Information regarding the MYFA sanctioned events will be provided during those meetings. The Team Mother will disseminate this information to the parents of their respective team(s) during practice. The Team Mother should also provide this information to all coaches.

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## GAME DAYS

### Preseason

All football players are eligible to start practice on August 1<sup>st</sup>. The head coach will contact all players assigned to his team to make them aware of when practice will start.

The first week of practice is for conditioning. No equipment will be worn. Shorts and T-shirts only.

### Regular Season

Game schedules will be distributed as soon as they are finalized by the NGYFL. Times and locations will vary from team to team.

All games are held on Saturdays. Pee Wee (75 lbs) games typically start at 10:00AM, with the older teams playing later in the day, as late as possibly 8:00PM.

We travel to play games with Associations from various parks in the surrounding areas. Teams are located throughout Cobb County and in South Cherokee (Woodstock), Hiram (Paulding County) and Alpharetta (Fulton County).

### Arrival of Football Players

Players MUST be at the playing field 1 hour and 30 minutes prior to game time. **PLAYERS MUST WEIGH IN 1 HOUR BEFORE GAME TIME.** This allows the players time to line up for weigh in, gives them time to stretch and warm up before the game. Players missing the pre-game weigh in will not be allowed to play the game.

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## SPECIAL EVENTS

### PICTURE DAY

Individual and Team pictures are taken as early in the season as possible. Picture day is typically conducted on a Saturday before each teams schedule Home Game or a Sunday afternoon in late August.

### BANQUETS

An end of the year banquet will be scheduled for each team. The children will be recognized and will receive any participation awards at this event.

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## COMPLIANT – GRIEVANCE PROCESS

Although it is our hope each year that no problems will arise, we have found that on occasion a conflict will develop which requires attention. If you find yourself in that situation, and you feel that special attention is warranted, the accepted process to address a concern is described below:

- 1) A primary consideration is to remember that all the coaches, team mothers and MFYA board members are volunteers who are offering their time to work with your child.
- 2) Your first point of contact to discuss any issue is the head coach for the team on which your child participates. However, you should not do so in a confrontational manner, nor should you approach the coach on the game field or within eyesight or earshot of the children. Games days are not the appropriate time to approach the coach. Wait until before or after the next scheduled practice.
- 3) If you receive no satisfaction from the head coach or you are not comfortable approaching the head coach, you should contact the Athletic Director to discuss the matter. The Athletic Director will investigate the matter, set up a meeting with the appropriate coach/coaches and will provide you with a response. If a meeting with the coach is appropriate, the Athletic Director will conduct such a meeting and act as arbitrator.
- 4) If you are not satisfied with the resolution while working with the Athletic Director, you may file a formal complaint with the MYFA Board of Directors by contacting the President or Vice President. The formal complaint should be filed in writing. Upon receipt, the President shall call a special meeting of the Board, which will act as the Grievance Committee. The President shall serve as the chair of the Grievance Committee. The Vice President shall serve as the chair if the complaint is against the President. You will be advised in writing of the Board's decision and any actions the Board takes in regards to your complaint.
- 5) If the complaint involves the Football Conference a formal charge (or complaint) in legible print shall be made to the Athletic Director. The formal charge will be provided to the President for immediate submission to the appropriate authority.

**DIRECTING APPROACHING THE COACH DURING A PRACTICE, OR GAME, OR COMPETITIVE EVENT WILL NOT BE TOLERATED!!**

**ABUSIVE BEHAVIOR OR PROFANE LANGUAGE IN THE PRESENCE OF OUR CHILDREN WILL NOT BE TOLERATED!!**

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### HEAT POLICY

A primary objective of the Milford Youth Organization is to provide as safe an environment as possible for our players, cheerleaders, coaches and fans. Consistent with that objective, the following HEAT GUIDELINES have been developed for immediate use. The Association will install and maintain a thermometer which shows the current air temperature at the field. The Association will also use a device to measure the **heat index** (i.e. heat and humidity) at all outdoor events which Milford hosts. At all times in hot weather, coaches will monitor athletes for heat distress. Parents are strongly urged throughout the day to insure that players are adequately hydrated before coming to practice by drinking water or sports drinks designed to replace electrolytes. Drinks containing caffeine are discouraged.

**No MYO Outdoor Activities will take place if the heat index is 105 or above.** When the heat index reaches that level all activities are suspended for a minimum of 30 minutes and cannot resume until the heat index returns to a lower level. If the **heat index is 100-104**, outdoor activities are limited to practice in cloth gear only (pants and T-shirts). Water breaks must be provided no less than every 15 minutes and players will be allowed to get water at any time. Frequent breaks should take place to allow the players to cool off. Coaches are encouraged to use cool towels to cool down players at least once per hour. Practices will be reduced to no more than 90 minutes in duration. If the **heat index is 95-99**, practice in full gear will be allowed, with frequent water breaks no less than every 15 minutes and players will be allowed to get water at any time. Frequent breaks should take place to allow the players to cool off. Coaches are encouraged to use cool towels to cool down players at least once per hour. Practices will be reduced to no more than 90 minutes in duration. If the **heat index is 90-94**, 5-10 minute rest breaks should be taken every hour, water breaks every 15 minutes, and players should be under careful supervision from coaches and trainers. Practices will be the regularly scheduled not to exceed 120 minutes. If the **heat index is 80-89**, players will be watched closely by Milford coaches for any heat distress and frequent water breaks will be taken. During the season, parents may be requested to provide additional money for snacks (oranges & water at half time and simple post game snacks), socks, and if they want a team spirit shirt. Costs per team vary based on sponsorships and donations.

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### INSURANCE INFORMATION

Participation in Milford Youth Organization sanctioned events is immediately covered by the Association insurance policy. The coverage provided is secondary to any insurance coverage that you may already have for your child.

In the event of an injury, contact your coach. An insurance claim form may be obtained from the MYFA secretary and must be completed in its entirety by the parent or guardian of the injured child, and returned to the secretary within 30 days of the date of the injury.

### FUNDRAISING

All fundraising activity, including those initiated by individual teams, must be approved in writing by the Board of Directors.

All Sponsorships (team and association) are to be directed to the MYFA Treasurer. Checks for sponsorships must be payable to the Milford Youth Organization.

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***CHEERLEADING INFORMATION***

**CHEER EQUIPMENT:**

Cheerleading fees include the rental of a uniform (shell & skirt) plus shoes, socks, bloomers, midriff, bow, personalized warm-up suit, personalized cheer bag, (2) pom-poms, rain jacket & a practice uniform.

**CHEER DEPOSIT:**

**A \$150.00 uniform deposit is required before uniforms will be issued.** The cheerleading uniform is entrusted to you by Milford Youth Organization for your daughter's use at sanctioned MYO events. No alterations may be performed without prior written consent of the Cheerleading Director. The proper care and maintenance of the uniform is your responsibility. Your \$150.00 deposit will be held by MYO to ensure its return in good condition. After the last sanctioned MYO event, the uniform must be returned cleaned and on a hanger to MYO with **no change in condition, size or appearance**, normal wear expected. If the complete uniform is not returned (shell & skirt), or is returned stained or damaged beyond normal wear, your uniform deposit will be used by the MYO to replace the uniform. Parents will also receive a separate form to sign-off on acknowledging which items they received. All checks will be deposited on December 1, 2010.

**PRACTICE UNIFORM:**

Practice uniform should consist of comfortable shorts and shirts, issued by MYO. Hair longer than shoulder length should be pulled back. Athletic shoes must be worn (NO flip-flops, sandals, church shoes, etc.)

**CHEER SQUADS:**

Cheerleading squads are aligned by age consistent with the football teams. Maximum size for cheer squads is 35, except for 4, 5 & 6 year old squads, which have a maximum of 20 each. Registration is on a first-come, first served basis. **Places cannot be reserved on a squad until all fees are paid in full.** Should a roster become full, a waiting list will be maintained. Additional squads will only be created if additional volunteer coaches come forward and if uniforms remain available.

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### **GAME DAYS ARRIVAL OF CHEERLEADERS:**

Cheerleaders should arrive at the playing field 1 hour prior to game time. This will allow them time to get organized, stretch, prepare their banners and run through any last minute preparations. Please advise your coach in advance of any transportation problems. Cheerleader not arriving 1 hour prior to game start will not be allowed to cheer during the first half.

### **CHEER CAMP:**

Summer cheer camp will be held July 20-22, 2010. The cost is \$25, which includes a camp shirt.

### **TUMBLING CLASSES:**

Tumbling classes will be held every Saturday morning in August and September for 1 hour at Cheer Imperial in Powder Springs, GA. The cost is \$5 per session.

### **PRACTICES:**

Practice starts at 6:30PM on Monday, August 2, 2010 and will be conducted on Mondays, Tuesdays and Thursdays. Starting September 6, 2010, competition practices will be held on Tuesdays and game practices will be held on Mondays and Thursdays. All practices will be held at the football complex, weather permitting. Parents are encouraged to attend all practices, but may be asked to remain out of immediate proximity to the practice area.

### **COMPETITION:**

All cheerleaders are encouraged and expected to participate on the cheerleading competition squad. Cheerleading competition typically occurs on a Sunday from October to November. Unfortunately, cheerleaders who have three (3) unexcused absences to competition practice will be unable to compete on the competition squad. Absences associated with school or church events may be excused provided the situation is reviewed with the Head Coach before the absence occurs. Individual cheer squads may choose to participate in cheerleading competitions beyond the primary cheerleading event sanctioned by the MYO. Your CHEERLEADING COACH and TEAM PARENT will advise you of the possibility of such competitions and any requirements associated with such participation.

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### **CAPTAINS:**

Team captains/co-captains will be named by the Head Coach of each squad on a weekly basis based on their overall participation during the week. The cheerleaders who possess the most enthusiasm, most spirit & most leadership skills will be named captain.

### **DISCIPLINE/DEMERIT SYSTEM:**

MYO Cheer Staff will enforce the following discipline/demerit system:

1. Team Members arriving 15 minutes tardy to a practice will receive 1 lap for every 15 minutes late.
2. Team Members not arriving 1 hour prior to game start will not be allowed to cheer during the first half.
3. Team Members caught chewing gum or food during practices or games will receive 1 DEMERIT.
4. Team Members not fully uniformed for the game will receive 1 DEMERIT.
5. Team members caught wearing their Cheer Gear (with the exception of practice uniform) to practice will receive 1 DEMERIT.
6. Team Members not participating in practices or at the game will receive 1 DEMERIT.
7. Team Members using profanity or being disrespectful to the Coaching Staff will receive 1 DEMERIT.
8. Team Members who has engaged in fighting or using any unwanted contact to their teammates or Coaching Staff will automatically be granted a meeting with THE MYO Cheer Board and possible termination from the team with NO REFUND.

### **DEMERIT SYSTEM:**

1. Team Members receiving 3 DEMERITS per week EQUALS a Suspension from a game.
2. Team Members will still have to come to the game fully uniformed and watch her teammates cheer from the stands.
3. Team Members receiving 3 SUSPENSIONS will automatically be granted a meeting with the MYO Cheer Board with possible termination from the team with NO REFUND.
4. Team Members will be given the opportunity to work off demerits ( at the head coach's discretion )before or after regular scheduled practice.