

### The Coach

- Teach skills & understanding of game.
- Have a positive attitude toward referees, other coaches, parents and players regardless of skill level.
- Never insult, embarrass, or use abusive language.
- HAVE FUN!!!

### Team Parent

- Communicate information pertaining to games, trophies, tournaments, pictures and more.
- Organize a snack schedule for halftime and end of game snacks.
- Plan End of Season Team Party
- Submit trophy order form
- Help team to find a sponsor and complete sponsor form.
- Have fun and cheer for the team!

### The Parents

- Be on time, before and after games and practices.
- Maximum support of players, coach and team parent.
- Volunteer to help out.
- Good sportsmanship at all times!
- **Leave the coaching to the coach.** Please do not coach your child from the sidelines - it confuses the player and affects their ability to play.
- Have fun with your children!

### The Players

- Display good sportsmanship on and off the field.
- Respect your coaches, team parents, referees, and players, no matter what team they are on.
- Remember to play safe and have FUN!!!

### Volunteers

Antelope AYSO is always in need of people to help out. If you find someone that would like to be more involved, direct them to the head team parent or to a board member. As the team parent you can also delegate your responsibilities to another willing parent. Example: one parent makes the banner, another parent takes care of the trophies, and you take care of snacks and team party.

# Antelope AYSO Regular Season 2010 Team Parent Handbook

**Everyone Plays  
Balanced Teams  
Open Registration  
Positive Coaching  
Good Sportsmanship  
Player Development**

### 2010 Dates

August 1	Practices may begin
August 2	Team Parent Meeting
August 14	U6 Kickoff
August 21	Opening Day Picture Day
August 28	First game
October 30	Final Day of Fall Season
November 6	Regional Tournament
November 13 and 20	Area Tournament (scheduled)



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**Head Team Parent**  
**Kelly Tucker**

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Updates to this handbook and other general information is available on our website. Please refer to the website often to find answers to your questions.



## Welcome!

I want to express the gratitude of the Antelope AYSO Board and say “Thank You” for volunteering to be a team parent/coordinator. You are a vital player to a successful season. Have fun with your team and it will be a rewarding experience for everyone.

A team parent is the main communication link between the league and parents. Likewise coordinators are the link between me and all the team parents! All vital information regarding dates, games, practices and parties will be your responsibility to pass on to parents. You also have the privilege of making or ordering a banner, organizing snacks, and hanging around with the coach until all children are picked up from their games and practices. And best of all cheering for your players during games!

If you are new to team parenting, or if it has been awhile, **don't despair!** This guide will help you. It is full of information from uniforms to snacks and is designed to equip you for an organized season. If you run into conflicts or issues not covered in your guide, please call your coordinator or myself. We're here to help you, and we're all here for the kids!

Valuable information is available on our web site - [www.antelopeayso.org](http://www.antelopeayso.org). Look for the Team Parent FAQ.

Have a great season!

Kelly Tucker  
Head Team Parent  
Region 884



Pictures will be available approximately 2 – 4 weeks after picture day. Also, additional pictures may be purchased from the photographer.

## Trophies

**Date:** Absolutely due by September 1, 2010

**Where:** Complete the Trophy Order Form and mail it in the provided envelope. If your trophy form is not turned in on time, your trophy order will be delayed.

Team Parent Trophy Responsibilities:

- Complete and mail the Trophy Order Form. by September 1.
- Have every parent initial the spelling of their child's name on the roster. The spelling on the roster is what appears on the trophy. Make any changes on the roster.
- The league provides trophies for each player, a coach plaque, and one other plaque for either the assistant coach or team parent. Additional trophies and plaques can be ordered at an additional cost.
- Mail completed order form (see address on front cover)
- Trophies are passed out at the team party.

## End of Season Party/Coach Gift

**Date:** Your team's decision

**Where:** Your teams choice

Team Parent End of Season Party Responsibilities:

- Organize a party for the team or delegate to other willing parents.
- Begin planning several weeks in advance.
- Make sure all parents are notified of the time, date and location.
- Bring Trophies to team party.
- Collect money from the team to purchase a gift for your coach. It is helpful to collect this money at the same time you collect for the banner, at the beginning of the season.

Although team parties are not usually on School or Park grounds, it would be in the AYSO Philosophy to ask parents to refrain from smoking and drinking alcohol at the team party.

## Calendar of Events

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### Practices Begin in August!!!

- Date:** The first week of August. See coach for your team's schedule.  
**Time:** See coach  
**Where:** See coach

Team Parent Responsibilities prior to Opening Day:

- Recruit help for banner, snacks & parties.
- Relay schedule information to all parents, see coach for schedule.
- Help team find a sponsor and complete sponsor form.
- Pass out Picture Day information.

### Opening Day & Pictures

- Date:** Saturday, August 21, 2010  
**Time:** Parade starts at 9:00 am  
**Where:** Center High School Stadium

Team parent Opening Day Responsibilities:

- Be there early to help coach organize kids on the field.
- Bring your finished banner to enter competition & use in parade.
- March around stadium with your team.
- Please have your team stay until the parade is completely finished and the banner judges have had an opportunity to view all of the banners.
- Wait with team until parent comes to get their children.

**Pictures:**

- Time:** To Be Announced  
**Where:** To Be Announced

Team Parent Picture Day Responsibilities:

- Tell parents to arrive at least 15 minutes early.
- Organize kids into a line with their completed order forms.
- Be sure the kids are all wearing the same color.
- Have banner ready for team photo.
- Remind parents of the standard picture package includes:
  - Memory Mate
  - Button

A Picture Make-Up Date will be scheduled for individual pictures only (no team photo make-ups) about soon after picture day

## General Information

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### Safety

Safety kits are signed-out to each team either at the coaches meeting or the team parent meeting. The kit must be brought to every game and practice. For extra first aid supplies contact the Safety Director.

Make sure players are wearing required safety gear during practice and games.

***SHINGUARDS ARE MANDATORY for every game and practice.***

Registration forms (AKA - medical release forms) must be brought to every game and practice. Obtain the originals from coach, make copies if needed, and get "live" signatures on all copies. Give copies to asst. coach & keep one set for you, return originals to the coach. Occasionally the coach has already taken care of this, so check with him/her.

In case of injury, obtain an injury report from coach or field table. If blood is involved in an injury, surgical gloves, located in safety kit, must be worn. If a player gets any blood on his/her uniform, he/she cannot continue to play until the bleeding has stopped and the blood is neutralized. There should be Blood Buster in the kit or at the field table to remove blood from clothes.

### **SAFETY MUST BE CONSIDERED FIRST AT ALL GAMES AND PRACTICES**

### Uniforms & Equipment

Uniforms are available through our Uniform Coordinator, Kim Carroll. Please remember that no names or other logos may be added to these jerseys. The standard package includes the purple jersey, gold jersey, black shorts, and black socks.

### Spectators

Parents are to stay back a minimum of 3 ft. from the touch line. For the safety of the players, coaches, and referees, please keep the distance. Spectators and parents may not come onto the field without the referee's permission. Do not sit behind the goal line or nearer to the goal than the penalty line area.

***No coaching from spectators on the sidelines or from goal areas.***

Referee can terminate the game, if in his judgment; the game cannot continue or be played fairly due to spectator/parent/coach behavior.

### No Smoking, No Drinking

*Use of alcohol or tobacco products in the vicinity of the playing field during practices or games is strictly forbidden.*

### No Dogs at the Fields

For the safety of our players and volunteers it is recommended that dogs not be brought to AYSO games. Please help us to spread this news to all spectators.

### Parking

Park vehicles only in legal spaces in lots and on the street. We need to be good neighbors with the families who live near our parks. If someone parks in an illegal spot, expect to be ticketed.

### Spare The Air Days

During hot afternoons such as "Spare the Air" days, it is recommended that teams do not conduct a physically-exerting practice. Rather, use these days to conduct simple drills, discuss game strategies, and take lots of water breaks.

## Team Parent Helpful Hints

### Banners

Banners are highly recommended and should be completed by Opening Day. They are used in the parade, as a backdrop for the team picture, and it is displayed at every game to identify playing teams. Cost for the banner should be shared by the whole team. (Keep your receipts). You can purchase accessories for the players to wear or hold during the parade on opening day. Remember to add them to the cost of the banner.

#### Suggested Banner Specifications:

- Average size is 3 1/2'h x 5'w.
- Banner is on a frame made from 3/4" PVC pipe and 2 corner joints.

Banners can be made from felt, stretch nylon, canvas, heavy cotton, or a sheet. You can decorate your banner using tacky or hot glue, felt pieces, material, fabric paints, glitter, sequins, etc. Have a banner making party!

If you decide against a handmade banner you will find many banner-making companies. Be sure to read their brochures carefully. Each company is different as far as cost and options. If you order a banner please check with your team regarding the cost before you order. Some smaller teams may not want to have the expense of a purchased banner.

### Snacks, Game Schedules, Rosters

It has been several team moms experience that the least amount of clutter on ones refrigerator, the more likely one is to keep track of minor things like game times, who is purple, who is gold, finding the coach's phone number, and whether or not it is their child's turn for snack. Their solution as a team parent was to combine all three elements, snack schedule, game schedule and the roster on one sheet! Use this idea or do it your way, as long as the information gets out to the parents on time.

You should check with parents if it is okay to put their phone number on the snack schedule – this helps if someone needs to trade snack dates. Snacks should be healthy and light for the half-time snack and really yummy for the end of game snack. (Don't forget to include your coaches in the head count). Some teams choose to organize a snack schedule alphabetically, numerically, or by height as just some examples. Some teams also choose to divide the half-time snack and the end of game snack between two different families so that no one family has snack responsibility for the entire day. Remind the parents if their child's assigned snack day won't work for them to try and swap it with another player.

### Sponsors

Sponsors are extremely important to the success of our soccer program. Sponsors allow us to keep our registration fees at a reasonable cost by supplementing our operating budget. Soccer balls, portable goals, nets, and lots and lots of field paint are just some of the items that sponsors help provide by their generous donations.

Sponsors will receive an appreciation plaque provided by the photographer and presented by the team, a sponsor T-shirt, and their name will appear on our website and should appear on your banner.

Team Parents should take the lead on helping the team find a sponsor. Ask parents if their place of business will sponsor the team, or go to local businesses and ask if they are interested in sponsoring the team. Encourage all of the families to help find sponsors - it could be your team's picture they place on their wall.. See our Fall Season Sponsor form for more information.

### Key Contacts

Head Team Parent : [kelly.tucker@antelopeayso.org](mailto:kelly.tucker@antelopeayso.org)

Trophy Coordinator : [kristin.ballinger@antelopeayso.org](mailto:kristin.ballinger@antelopeayso.org)

Sponsor Coordinator : [kristin.ballinger@antelopeayso.org](mailto:kristin.ballinger@antelopeayso.org)

Picture Coordinator : [kim.carroll@antelopeayso.org](mailto:kim.carroll@antelopeayso.org)