



Provo Parks & Recreation Youth Sports Organizational Policies and Guidelines

Provo Parks & Recreation youth sports programs are designed to allow all participants an opportunity to participate in a fun, organized, and safe environment. Provo Parks & Recreation is committed to developing programs that will teach sportsmanship, respect, teamwork, fair play and self-confidence. Provo Parks & Recreation has developed several youth sports policies to help create an atmosphere that will support these traits. These policies are based on equal and fair treatment for all participants. With the implementation of these policies parents can feel confident that youth sports with Provo Parks & Recreation will be a positive experience for their child.

Matching Request

Each child will be able to request one other child to be placed on the same team. However, this request will only be granted if the child you are requesting also requests you. For example if John Doe requests to play with Scott Smith and Scott Smith requests to play with John Doe, they will be put on the same team. However if John Doe requests Scott Smith but Scott Smith doesn't request John Doe, or requests someone else, there will be no guarantee that they will be placed on the same team. This request does require that both children sign up by the registration deadline. No requests will be taken with late registrations.

Late Registration

Provo Parks & Recreation will accept late registration provided vacancies exist. Team placement will be done by Recreation Coordinators based upon league availability. Leagues with a draft system will take late registration but players will be placed on a team in the established draft order. Late registrants will play on the team that is next in the draft order or forfeit that position and not be eligible to participate on another team. Please register early to guarantee a spot on a team. Regular registration rates will be charged.

Teams

Teams will be formed by geographic school areas using a random draw with consideration given to gender, school, matching request, and grade. Coaches' children will be put on the team they are coaching. No participants are allowed to switch teams, or play on a team where they have not been assigned. Participants are asked to sign up in the appropriate grade and include which school they attend. Participants will not be allowed to "play-up" or "play down". Provo Parks & Recreation recognizes that children come in all sizes and skill levels, but it is our policy to make every effort to place participants on teams with children of their same grade. Non-resident participants will be placed on teams that are close to their geographic area by a Recreation Coordinator. Parents should contact the Recreation Coordinator to discuss concerns related to this policy.

Coaches

Provo Parks and Recreation recruits hundreds of coaches each year for the many sports offered in our youth programs. These coaches are all volunteers, the majority of which are parents. Volunteer coaches form a partnership with Parks and Recreation to facilitate sports programs, to coach according to the sports policies, and to adhere to the principles of the coaching application. If there are no parent volunteers from a school area, the parents of each child will be contacted and asked to coach. Parents should seriously consider coaching and ask Parks & Recreation for coaching resources if needed. If more than one parent volunteers to coach a team, the assigned coach will be whoever registered first. Although coaches are not paid, the

Parks & Recreation Division offers an incentive to coaches at the end of each season to thank them for their time and chosen by the head coach from any parent on the roster, in cases where parents have volunteered as assistants at registration, they may be assigned by the coordinator to be coach.

Child Protection

1. An Application Form must be completed for all volunteer positions.
2. Review Information, Check References provided in the volunteer's application form.
3. Interview the potential volunteer. (Largely done through the coaches meeting/packet pickup)
4. Conduct a Criminal History Background Check.
5. Compare Results against Disqualifiers.

The following automatic disqualifiers are important to note:

- o An applicant provides inaccurate information in their application References provide unpleasant or disturbing information about the potential volunteer
- o The volunteer refuses to complete the screening process
- o Sex Offenses and Misconduct
- o Violent Felonies
- o Felonies (other than sex or violence related) within the past 10 years
- o Any child abuse or domestic violence convictions
- o Misdemeanors within the past seven years
 - o Pending convictions and/or arrests for the above items are considered
 - o Be consistent and tell everyone about screening initiatives

Mandatory Coaches Meeting

A mandatory coaches meeting will be held in order to distribute league information, equipment, and rules. Every coach is expected to attend. If a coach is unable to attend they will need to set up an appointment with a Recreation Coordinator to go over the league information and rules.

Inclement Weather

In cases of inclement weather where classes, games, or activities may be canceled, parents and coaches have a responsibility to call the Parks & Recreation Hotline at 801-852-6629 after 3:30PM on weekdays and 8AM on Saturdays. Participants, who call the Recreation Office main line before this time, will be transferred directly to the hotline for information. Games or activities may still be canceled at the site if deemed necessary by the program representatives.

Refund Policy

Youth sports refunds will be given in full any time before the third game or session and only upon return of any included uniform (if applicable). After the third game or session, no refunds will be given. In cases of season ending illness or injury, refunds may be considered for these circumstances when submitted in writing and accompanied by a doctor's note.

Appeal Policy

Appeals regarding team rosters, refunds, or requests must be submitted in writing to the Parks & Recreation Department. The decision of the Recreation Coordinator in each case will be considered final. Appeals regarding the final decision of the Recreation Coordinator will not be considered. General concerns regarding programs can be submitted at any time.

These policies and guidelines have been adopted as a way to facilitate fair and unbiased youth sports leagues. If you have any questions please call us at 801 852 6600.