

Information Packet

**COACHES HANDBOOK
2024 FALL SEASON**

www.mvgsa.com

INTRODUCTION

Thank you for coaching this season and being a leader for our players. Our commitment is to provide the safest possible environment at Murrieta Valley Girls Softball. We want to provide each player with a culture of safety – a place where every parent, player, coach, administrator, and volunteer works together to ensure the safety of all our players. This guide touches on several important topics and is designed to educate and inform so that you can help us in making sure that every child that is registered with MVGSA is protected in as many ways possible.

You, the coach, exert a tremendous influence. Players will look to you for inspiration and guidance and will inevitably follow your example. It's your job to ensure that the example you set is a good one. You have the ability to make a lasting impact on the lives of the girls you coach so keep that in mind.

Our softball organization is operated by volunteers. Coaches are the face of our league and how you run and handle your team will determine if players will return the next season.

GENERAL INFO:

1. Before your first practice, you must hold an initial team meeting, introduce yourself, philosophy, practices, etc. Ask parents to let you know if there are any medical or physical issues you need to be aware of like asthma, diabetes, or any injuries players are recovering from, etc. Ask if there are any other issues they think you should know ahead of time that may pose a challenge to your coaching and being on the field. Information is powerful - ask!!

*more info regarding team meeting further down

2. Anyone helping with practices, games or in the dugout MUST have a background check completed and MUST be wearing a visible MVGSA badge while on the field with players. Get help from the beginning and the more help you have to help run practice the less time girls should be standing around. The fee to register as a volunteer is \$30

Before you start practice or warm up for games:

1. Make sure your fields are safe. You are the person in charge of the field before players arrive. They are public parks that can have all sorts of unpredictable items on/around them.
2. Each team is permitted 3 field outings a week. An “OUTING” is a practice or game. You must let your DVP know if you will be holding an optional practice that is beyond the 3 allowed. Holding optional practices every week that go over the 3 field outings should not be a regular thing. Many players are involved in other activities.
3. Head coach is responsible for the conduct of your team, please do not take it lightly. The umpire communicates with the head coach, ONLY.
4. Arguing with Umpires is unacceptable. Head coaches are responsible for the conduct of parents, players, and Staff.
5. There should be no adults using foul language at any time.
6. Familiarize and know the rules - they are posted on the MVGSA website. I suggest printing them and keeping a set on you for easy reference. There have been rule updates and changes so take a look!

7. The girls are counting on you to learn, play and have fun. Please show up organized. Preparing practice plans will ensure you are prepared to have a good practice.

Dates to Remember

| Fall Calendar | | |
|-------------------------------|------|---------|
| Key Dates | Date | Time |
| Friday Night Lights | 8/9 | 7:00 PM |
| Fall Season evals | 8/10 | 8:00 AM |
| 8U draft night-Risk Mtg. | 8/12 | 8:00 PM |
| 10/12 Draft/Risk Management | 8/13 | 6:30 PM |
| Uppers Draft/Risk Management. | 8/14 | 8:00 PM |
| BOARD MEETING | 8/15 | 7:00 PM |
| Team Parent meeting | 8/20 | 6:30 PM |
| Scorekeeper meeting | 8/20 | 8:00 PM |
| BOARD MEETING | 8/27 | 6:30 PM |
| First games | 9/7 | All Day |

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| Fall Opening ceremonies | 9/7 | All Day |
| BOARD MEETING | 9/10 | 8:00 PM |
| BOARD MEETING | 9/24 | 6:30 PM |
| Picture Day | 9/28 | |
| Pink Out Day/ B.C.A. | 10/5 | All Day |
| BOARD MEETING | 10/8 | 6:30 PM |
| Silent Saturday | 10/19 | All Day |
| BOARD MEETING | 10/22 | 6:30 PM |
| Basket Raffle / Halloween Treats | 10/26/24 | |
| room | 10/29 | 6:30 PM |
| Sponsorship money due | 10/19 | |
| Fundraiser money due | 10/19 | |
| | | |
| Election Day | 11/5 | All Day |
| BOARD MEETING | 11/5 | 9:00 PM |
| Playoffs begin | 11/9 | All Day |

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| Equipment check in (first) | 11/16 | |
| BOARD MEETING | 11/19 | 6:30 PM |
| Championship day | 11/23 | All Day |
| Closing ceremonies | 11/23 | All Day |
| Equipment check in (last) | 11/23 | |
| Thanksgiving | | |

Required Forms

1. Player coaches (Junior Coaches) MUST be registered in RegisterUSASoftball

- Login in to your <https://registerusasoftball.com/Account/Login.aspx> account.
- Go down to the page and go to the Background Check tab > Background Check Statustab > Click on the consent link and answer the questions.

2. ALL volunteers MUST register as a volunteer on the MVGSA Website prior to being on the field.

****You and any other volunteers can register as a volunteer now****

To sign up as a Volunteer online:

- www.mvgsa.com
- Sign In
- Enter your Email address you used for registration.
- Enter your Password you used for registration.

- Note: If you don't have an account with Teamsideline, select Create a new account and enter the required fields.
- Place Order
- Enter the Required information under the Program Specific Information section.
- Enrollee should be set to your name.
- Enrollment Type should be set to Volunteer.
- Program – Enter current season (example: Fall Season – Fall 2022).
- Offering – Select which division you will be helping with.
- Enrollment Selection – Select your role with the team.
- Add Enrollment
- Click the Background Fee for Parent \$25.00 “Add” box Note: If you are a team head coach, do NOT click on this “Add” box.
- Next
- Confirm the Checkout Billing Information and Payment Information
- Place Order

3. SafeSport:

MUST be completed every year (Sept. 1st – Aug. 31st) by ALL volunteers before the team's first game or Opening Day (whichever comes first).
Completion of SafeSport is a USA Softball requirement

4. Concussion Certificate requirements: Must be completed prior to your first practice by head coach and A1.

1. Concussion Certificate is good for one (1) year (for example, January 2022 – January 2023).

2. NFHS Learning Center: Concussion in Sports

<http://nfhslearn.com/courses/61064/concussion-in-sports>

5. Face Mask Waiver: The board of directors highly recommends that each player wear a face mask. Teeth have been knocked out! If you have a player not wearing a face mask you MUST have a signed face mask waiver on file.

6. Players Return to Play:

7. Injury Report:

8. Protest Form (it is also online)

All forms and documents can be found at <https://www.mvgsa.com/downloads>

Friday Night Lights - August 9th

Coach and parental support needed

FNL is an opportunity for new and returning Athletes to come out to the fields and get warmed up for the season! It gives players and their families a chance to meet the coaches and mingle with each other. The DVP will set the plan but it should look something like this:

1. Warmups - Stretching
2. Throwing & Catching
3. Hitting stations - (4) tee stations with nets
4. Flyballs
5. Infield – Grounders

****The Uppers Division will just be doing a meet and greet****

TEAM MEETING & SETTING PARENTS EXPECTATIONS

Prior to draft night book location for initial team meeting.

Set up team communication application. (Team Snap, Spond, Group Me, Band, etc...)

A well-organized team meeting to start the season is the single most important step many coaches ignore. A good team meeting not only gives you a chance to establish a positive precedent for the season but will also give you an opportunity to explain to the parents:

- 1) The leagues coaching philosophy – Winning vs. Development
- 2) Why teaching the fundamentals of the game is important to you.

- 3) Establishing the importance of practices and the parent/player responsibility of being punctual both for drop off and pick up.
- 6) Explain the additional time needed if your daughter wants to pitch.
- 7) What is proper softball gear and how to determine glove and bat size.
- 8) Who is going to help out with practices? (A1 & other Assistant Coaches) Tell them to register asap as volunteers so their background and Safesport can be completed for their badge. They can get the directions on how to register as a volunteer by going to www.mvgsa.com > resources > downloads > volunteer info
- 9) Establish a Team parent/Scorekeeper and other key volunteer roles (everybody participates)
- 10) Must have at least (1) Adult Female present at ALL team outings (Does not need to have a MVGSA Badge unless they are going to be on the field or in the dugout).

The next page shows an example of a team letter that should be handed out at your team meeting. This should be reviewed with all the parents. It gets everything out in the open so that there is no question as to what your plans and expectations are for the season.

Welcome to the PINK DIAMONDS

Hello team! My name is Valerie Sasser and I will be your child's head coach this season. I have been a MVGSA assistant coach for several seasons in 6U and 8U. I have spent time learning the rules and understanding the best way to teach the girls the fundamentals of Softball. My hope is that we have a successful season in a fun and learning environment. I am approachable and encourage you to feel free to come to me with any questions, comments, concerns or ideas. Below is my phone number and email address. Feel free to call me any time. Cell phone: 760-960-5040 / Email: vnsasser@gmail.com

Uniform: Player's jerseys are pink and hot pink and accented in black. For games, players should play in black softball pants (any brand) with a pink belt and pink socks. Bows with your player's number will be available for \$5.

Communication: Our team will use the GroupMe App to communicate.

Practice Schedule: We will practice Saturdays at 9:30am and Tuesday at 4pm. Both practices will be held at Cal Oaks. Players should arrive 10 minutes prior to practice and be ready to go. I also ask that parents arrive 10 minutes before practice is complete. Under no circumstances, will players be allowed to leave the field until I verify that a parent is present to pick her up. Please let me know at least 24 hours in advance or as soon as you realize you will miss a practice or game.

Game Schedule: I will ensure that our GroupMe Calendar is always updated. Game Schedules and other important information can also be found at www.mvgsa.com. Please ensure players arrive 1 hour before our scheduled game time so they can warm up.

Volunteers: I am in need of a Team Mom, Scorekeeper, and parents to help at practice. ALL volunteers must register as a Volunteer in order for their background check to be completed, and each volunteer must complete SafeSport Training. The fee is \$30 - If you do not complete these requirements you can not volunteer and will not receive a badge. You can find the information on how to register as a volunteer by going to www.mvgsa.com > resources > league documents > volunteer info

I look forward to getting to know everyone.

Thank You,
Valerie Sasser

Equipment check-out:

1. Time and Location: TBD - DVP's Will Announce.
2. You will need to bring a physical deposit check filled out in the amount of \$250.00 for equipment. This check will not be cashed unless equipment is not returned at the end of the season. It will be kept on file. Please make check out to MVGSA.

Available equipment:

| | |
|-------------------|------------------------|
| 1 Bucket of balls | 1 Tee |
| 1 Net | 1 Set of catching gear |

All equipment remains the property of MVGSA and is to be returned to the League Equipment Manager within one week of the close of the season.

*Every season coaches give out game balls to players. We will have Player of the Game Medals and Pins. Game Balls are expensive so please buy your own if you want to do this. This season you will be charged if you do not bring back everything you were issued.

MVGSA SILENT SATURDAY for 8U-Uppers

When: Saturday, October 19th

Time: The second inning of your scheduled game

The objectives of Silent Saturday are:

- To emphasize that the game is about letting the kids have fun and play.
- To show that kids can play well on their own with limited instruction.

- To help the few parents and coaches who feel they must provide constant direction, understand how disruptive it can be.
- To give players the chance to trust their skills and instincts without sideline input.

Key Notes:

1. **Injury:** If a player is injured or becomes seriously ill during a game, practice, team outing, or any other MVGSA event, the Injury Report Form must be completed by the head coach and submitted to the UIC/Safety Director, and Player Agent, Divisional Vice-President, and Secretary within 24 hours after the injury.
2. **Heat:** Teams CAN NOT practice IF temperature is 100 degrees and above. Refer to the www.wunderground.com website for Murrieta temperature

Please remember you are representing our league and our philosophy of teaching young girls the game of softball in a safe and fun environment. Give our players the opportunity to learn and play the game to keep them coming back year after year!