**2018 HANDBOOK**

**CENTRAL YORK LACROSSE CLUB**

Established in 2002

**Member of**

***York County Lacrosse Association (YCLA) US Lacrosse Central PA Regional Chapter US Lacrosse***

**Mission Statement: Dedicated to the promotion of the sport of lacrosse – “the fastest game on two feet” – by providing opportunities for instruction and game play to the youth of the Central York School District.**

**Girls and Boys ages 6 to 14**

[www.centralyorklacrosse.com](http://www.centralyorklacrosse.com)

CYLC Handbook – Version 6 as of February 25, 2018

**ABOUT THIS HANDBOOK**

This handbook was written to help parents and players become familiar with the club’s organization and contains guidelines that coaches, parents and players are expected to follow as a part of the Central York Lacrosse Club (CYLC). The handbook is modified by the Board of Directors each year to better serve our club. Please visit CYLC website for the current version of the document.

**BOARD MEETINGS**

Board Meetings are open to anyone who wants to attend. Board meetings are normally scheduled for the third Sunday of the month. Anyone interested in attending will need to check our website www.centralyorklacrosse.com for details of possible revisions of a meeting. Normally meetings are located at the Johnston Park building in Manchester Township at 6 PM. Our board will do their very best to communicate to our club through our website and emails to inform them of exciting events upcoming. Interested in becoming a board member or getting more involved? Contact our club Vice President or visit our website to learn more about volunteer opportunities! Contact information for each of our current volunteers is posted on the website.

The Board strives to meet the ever changing needs of the CYLC. The recent growth and popularity of Lacrosse in our region requires our constant attention. When warranted, special meetings and changes occur to address new issues not covered by the CYLC By- Laws and/or CYLC Handbook. The decisions of the Board are made in the best interest of the CYLC. While these decisions do not always meet the specific needs of a player, parent or coach, they are intended to best serve the program in whole and trust they will receive the respect of all participants in the CYLC.

**COMMUNICATION**

Good communication is essential for the continued growth and success of the Central York Lacrosse Club (CYLC). It is so important that we have made it a topic in this handbook.

We welcome your participation and encourage you to share your ideas and concerns. Here are some ways to reach us:

1. Email us at [centralyorklacrosseclub@gmail.com](mailto:centralyorklacrosseclub@gmail.com)

2. Attend a board meeting.

3. Log on to our website [www.centralyorklacrosse.com](http://www.centralyorklacrosse.com/) and contact a member you are comfortable communicating with.

The CYLC prefers to communicate via e-mail. At registration, you will be asked to provide us with at least one frequently checked e-mail address. If you have more than one, that’s fine, we create multiple lists and will send messages to as many as you wish.

**If your contact information should change over the year, it is your responsibility to email the club secretary, as well as your coach.**

**Communication with coaches**, especially about coaching decisions, can often become complicated. Please do your best to be present at the Parent/Coaches meeting to meet the coach and understand his or her policies regarding the team. This meeting is usually prior to the season. At that meeting you will meet the coach and or receive a coach’s letter regarding his/her personal policies and expectations for the season.

***If a problem does arise during the season here are some steps to follow****:*

1. If your child has an issue, please encourage your child to discuss it with the coach on their own. Give suggestions and/or role play with your child beforehand; this should be a positive learning experience.
2. If your child does not feel comfortable doing this on their own, or if you have an issue/concern of your own, feel free to contact the coach and set up a time and place to discuss the situation. **Before, during or after practices or games is not the appropriate time to speak with the coach.** Please respect the coaches need to dedicate this time to the entire team.
3. If an issue is not resolved to your satisfaction, contact the Athletic Director immediately, confidentiality will be respected. Please do not let resentment build and create further problems. Let’s work together to solve any problems that should arise.

**ACADEMICS**

Although CYLC does not monitor grades, we do honor and encourage academic achievement and commitment. We ask that parents and athletes do the same.

**CODE OF CONDUCT**

While representing CYLC, all athletes, families and fans are expected to behave in a responsible manner. Verbal or physical abuse will not be tolerated. There is a position on both teams known as a sideline parent. It is their position to help everyone enjoy the game without sideline distractions. Sideline parents will be asked to identify the opposing team’s sideline parent and discuss the Ground Rules for the games location. If during a game, the sideline parents cannot resolve an issue between members of the opposing teams, additional action will be taken (i.e. assessment of team penalties, game stoppage/suspension/forfeiture, local police involvement, suspension from CYLC activities etc.). We have worked very hard to obtain our playing fields. Please respect the environment and obey any posted signs and parking policies. No dogs are permitted on school property. No wall ball activities are permitted on school property. Sideline parents should address these Ground Rules with the opposing team’s sideline parent, prior to the start of any game.

Substance abuse will not be tolerated. Any player found with any illegal substance will be subject to disciplinary action up to and including suspension and forfeiture of any registration fees.

Bullying/sexual harassment/discrimination will not be tolerated. This includes but is not limited to: physical abuse, unwelcome touching of any kind, demanding sexual favors, unwanted letters, telephone calls or e- mails of a personal nature, unwarranted inquiries about a person’s private life or sexual habits, repeated jokes with sexual content or sexual comments about a person’s appearance.

Players, coaches, fans ejected from a game must immediately leave the premises. Failure to comply will result in additional action by CYLC, including but not limited to expulsion from the following game, requesting assistance from local police and dismissal from CYLC. The CYLC has established a Disciplinary Board position. This Board member meets with the YCLA Disciplinary Committee and will review all game ejections and/or failed compliance with other sections of the Code of Conduct. Their recommendations will be voted on by the CYLC Board for a final decision on non- compliance issue.

CYLC coaches are screened in the same manner (state police background checks) as the volunteers working in Pennsylvania’s public school system.

Central York Lacrosse Club is a member of the York County Lacrosse Association. There are further explanations of appropriate conduct at <http://www.yorkcountylacrosse.org/>

**CONFLICTS OF INTEREST**

The CYLC understands that our athletes have family and academic responsibilities as well as interests in other sports and activities. However, for the good of the team, it is extremely important that players attend practices and games. Athletes and families should discuss conflicting activities with other coaches and advisors **before** signing up for lacrosse.

**PRACTICES/GAMES**

Players should commit to 100% attendance. All players, regardless of the level of play, should commit to lacrosse as their primary extracurricular sport in the spring, for safety, the benefit of the team and the lacrosse program**.** Lacrosse is a physically demanding team sport; each athlete needs to be in peak condition and learn how to coordinate with teammates. For safety reasons and in fairness to all — **no practice time means less game time at the competitive levels.**

If you do have other conflicts that will prevent you from attending practices or games please let your coaches know ahead of time so they can plan accordingly

**CYLC Playing Time Requirements are:**

* U8, U10 Boys and 3/4 and 5/6 Girls – are non-competitive, developmental programs. All play as equally as possible.
* U12 & U14 Boys & 7/8 Girls – are competitive. All play at least one quarter.

**Coaches make the final decision on the position(s) played for all players.** These decisions are made with the team’s best interests in mind. In non-competitive play, all positions are available for each child. Please help your child understand this very important life lesson. Players that work hard during the off-season on their stick work will be rewarded by having more positions open to them the next season.

Indoor practices will be scheduled, when possible. Outdoor practices are weather dependent. Exhibition games are usually scheduled for the end of March. League games run through April and into May, with playoffs usually scheduled the middle of May for the competitive leagues (U12A and U14A) as defined by YCLA.

Scheduled game and practice time is the **start time**. Please arrive 30 minutes early so

there is enough time to dress and be ready.

**\*NOTE TO THE PARENTS:** Please don’t leave your athlete (and coach) waiting at the end of practice. Be on time to pick up your player. Coaches will strive to end their practices on time.

Athletes are encouraged to bring water, in an unbreakable container to practices and games; absolutely no glass containers. Each team must clean up after each game and practice.

**EQUIPMENT/UNIFORMS**

BOYS

***Uniform:*** Team Jersey and Shorts (mandatory)

Ordering occurs at registration. The uniform will be ordered through a vendor of the club’s choice. Samples will be available for sizing.

***Equipment:***

As outlined in US Lacrosse and amended by YCLA

- Attack & Mid-fielder: Short stick

- Defense: Long stick for U10, U12 & U14

Additional protective padding (optional)

Goalies only - Throat & Chest Protector (mandatory) provided by CYLC

**Each player is responsible for purchasing and maintaining equipment & uniforms.**

GIRLS

***Uniform:*** Team Jersey and Kilt/Short (mandatory)

Ordering occurs at registration. The uniform will be ordered through a vendor of the club’s choice. Samples will be available for sizing.

***Equipment:***

As outlined in US Lacrosse and amended by YGLC

Additional protective padding (optional)

Goalies only - Throat & Chest Protector (mandatory) provided by CYLC

**Each player is responsible for purchasing and maintaining equipment & uniforms.**

If you prefer to shop around online, please feel free to do so. The CYLC does not limit you to shopping at any store or vendor.

CYLC is steadily expanding its inventory of durable equipment such as goals and goalie equipment, timers, tables, field markers, striping machine and so on. These items are the property of the club, paid for by the efforts of many and are not for any individual’s personal use.

**FEES**

CYLC registration fees are available on CYLC website. We are a non-profit organization. The funds are used to pay for referee (our largest expense), insurance and US Lacrosse membership, league dues, equipment, field supplies and maintenance, administrative costs and so on. The total cost of registration (club fee plus uniform expense, if any) is due at registration. If an outstanding balance remains for any reason it must be paid by the first practice in order to participate in practices or games.

We understand that the initial costs of registering & outfitting an athlete may seem overwhelming*.* We try to keep costs down as much as possible by relying heavily upon volunteers, donations and fundraisers.

\**In the case of financial hardship, please contact the Registration Manager and/or*

*President so that alternate arrangements may be made in a confidential manner.*

**FUNDRAISING**

The CYLC has fundraisers available. We are always looking for new ideas! Please contact our Fundraising Committee if you would like to help, contact information is found on CYLC website.

**INSURANCE**

At registration, you and your athlete will be asked to complete several forms, one of which is go online to the US Lacrosse website and purchase lacrosse insurance for youth player. Verification of new or renewed insurance will be required prior to season start. . Membership has its privileges and members have several benefits including Members receive issues of *Lacrosse Magazine\** as well as a full year’s protection in their comprehensive lacrosse insurance program. Please call 410.235.6882 or 800.350.8005 or log onto [www.uslacrosse.org](http://www.uslacrosse.org/) for additional details about this program.

At registration, you will also be asked to provide medical information, your primary medical insurance information and sign an athletic accident waiver.

\*Non-Youth receive all issues & Youth (14 and under) receive six issues with option to upgrade for additional cost at time of new or renewal registration.

**OFF-SEASON PLAY LEAGUES:**

The CYLC participates in an official winter season. This is an excellent opportunity to continue a player’s development and is recommended for all experienced players with current US Lacrosse player’s insurance.

**Other:**

A growing number of opportunities exist for tournaments (World’s Longest Lacrosse Game, etc.), local and regional lacrosse camps or clinics, and summer leagues. The CYLC will update the CYLC website under camps/clinics with announcement and other details pertaining to these activities.

**REFUNDS**

Please contact the club president in writing (email is acceptable) by March 1, to request a refund. Any expenses already paid, such as the uniform, equipment and the US Lacrosse fee will not be included in the refund amount. The uniform and equipment remains the property of the player. Any individual fundraiser credit earned will be credited to the club.

**RULES OF THE GAME**

Lacrosse is unique, exciting and involves a whole new vocabulary! One of the best ways to learn the game is to volunteer your time as an assistant coach, scorekeeper and/or timekeeper. In the meantime, log on to [www.uslacrosse.org](http://www.uslacrosse.org) to learn about the history of the game, equipment, and health and safety information. Download the introductory guide for parents new to the sport of Lacrosse or select the parent handbook from the menu to access the guide which provides info on game overview, field and equipment fouls, role of the parent, and glossary of terms.

**TEAM ASSIGNMENTS**

The York County Lacrosse Association (YCLA), of which CYLC is a part of, is a age-based system. All age groups are listed as U8 (first and second grade), U10 (third and fourth grade) and U12 (fifth and sixth grade) and U14 &seventh and eighth grade). Players are grouped into teams based on their grade level. For example, 9 and 10 year olds would play on the U-10 Team. A player can only be 10 years old and play on the U-10 team if that player turns 10 on September 1st or later prior to that season.

**Team Designation**:

* 3/4 grade Girls Team - non-competitive
* 5/6 grade Girls Team - competitive
* 7/8 grade Girls Team - competitive
* U8 Co-ed - developmental
* U10 Boys - developmental
* U12 Boys - competitive
* U14 Boys - competitive

**TEAM SELECTION PROCESS:**

**Competitive Teams (U12A & U14A & 7/8 Girls A)**

Any age appropriate girl or boy player may elect to try-out for the “A” team for their age division. These teams are highly competitive and include stricter guidelines for rules, penalties, and game clock management. Win-Loss records are kept for these teams. The YCLA holds season ending Tournaments for “A” boy’s programs only. Seeding for this Tournament is based on the regular season record for each team.

Try-out(s) will be held separately for the Boys and Girls groups should the number of registrants exceed the established maximum number of players for one (1) team in the respective age group. Try-outs will be conducted in the fall or early spring for two (2) sessions. The sessions may be on the same day or on multiple days. Players are required to make at least one tryout session however, they are encouraged to attend both. Evaluations will be done by those other than the respective coaching staff. However, the coaching staff for that age group can facilitate drills for the evaluations. During the try-out(s) no coaching or guidance will be allowed. There will be a minimum of five (5) evaluators who will evaluate the players by position (A, M, D) on a variety of skill sets.

Prior to the Try-out, the participants will be required to define which position they are trying out for (A, M, or D). Secondary positions will be recorded too. The evaluations will be compiled and calculated by the CYLC Athletic Director & two (2) CYLC Board Members. Based on position registration, the CYLC Board may deem it necessary to evaluate players based on top Offensive (combined Attack & Middies) and top Defensive players. In either case, the participants will be assigned to the “A” or “B” team based on their assessed scores from the Try-out. The intent is to place the top scoring positions (A, M, & D) on the “A” team. Team “B” will be comprised of the remaining A, M, D. The CYLC Board and the respective coaching staff for the age group will review the results and team selections, and may adjust the roster to ensure the best possible lacrosse season for all participants. **The CYLC will limit registration to the first forty (40) participants who register for U12, U14 Boys and 7/8 Girls. The maximum team size for the “A” teams will be twenty (20) players.**

Since players who are selected for an “A” team will not be allowed to play in “B” games during the course of the season, parents may notice smaller team sizes for the “A” teams. This will allow room for any player who was originally selected for the “B” team to be temporarily asked to play up on the “A” team. This may be requested by the Coach due to illness, injury, or simply because the player has excelled at the “B” level and has earned the opportunity to play in a competitive environment.

**Non-Competitive Teams (U8 & U10)**

The non-competitive teams are formed to develop the player’s skill sets and promote the concept of team play. The non-competitive games will include penalties and game clock management which are slightly modified for each age division. Win-Loss records are not kept for these teams. Guidelines for these selections will be as follows:

Team selection(if necessary, based on number of registered players) will be a “Playground Pick” format. Each Coach will select their child first. Then the most tenured Coach within CYLC will select from the remaining players, alternating selections with the other Coach. This process will be supervised by at least one (1) CYLC Board Member & completed after four (4) practices. **The CYLC will limit registration to the first twenty-eight (28) participants who register. The maximum team size will be twenty (20) players.**

The U8 and U10 teams will play with 7 or 10 players on the field depending on the roster size. Due to the physical demands of Lacrosse, players are routinely substituted during the course of a game for a brief rest and/or coach’s instruction. This requires more than eleven (11) players to field an appropriately sized team.

Having too many players on one (1) team decreases the amount of playing time for each player. To ensure the best possible experience for the players and parents, two (2) teams could be formed with rosters that may not meet the CYLC minimum number of players for one (1) team. In these cases, players will be asked to “Float” or play a few games for the 2nd team in their age division to make sure the CYLC team will have an appropriate number of players for each game. The selection of “Floaters” will be done in a manner to ensure all players have the opportunity to float at least one (1) time before a player is asked float for a second time. The selection of “Floaters” will be the respective Coach’s decision. All disputes/special requests with regards to “Floating” will be addressed by the CYLC Athletic Director, prior to the next scheduled game for that team.

To ensure that all players are placed on a team that provides appropriate competition and safety, any player may participate on a team one age/grade level group above their registration age provided the following criteria are met.

1. Parents must supply written notification to the CYLC board of their desire prior to the start of the season.
2. The player must have significantly more playing experience than the average of the players at the age group at which the player was to have been placed based on his age/grade.
3. The player must have demonstrated advanced skill level.
4. Coaches from both the age appropriate and advanced team must be consulted. They do not have authority to approve or disapprove this request, but their recommendations will be used to determine the final outcome.
5. Once the above criteria have been met the CYLC board can hold a vote if a quorum of officers are present at a monthly meeting.
6. If a consensus cannot be reached by the board, a skills assessment will be conducted by the Athletic Director who shall cast the deciding vote.

The decision of the board is final and there is no appeal process. Parents must renew their request on a yearly basis.

Athletes who do not have a lacrosse club in their own school district, or whom attend a private school that does not have a lacrosse team, may sign up with an existing club in a neighboring district.

**VOLUNTEERS**

Numerous opportunities exist for you to get involved such as board positions, coaching, team mom, sideline parent, committee member, etc. Volunteer participation will be needed during games in positions of scoring, stats, time keeper or sideline manager during your child’s game. If you are interested please visit our CYLC website to see what positions need filled and what the duties and responsibilities are for that position. As a volunteer only organization we rely on your support. The club only runs well when we have all of the positions filled.

**WEBSITE -** [www.centralyorklacrosse.co](http://www.centralyorklacrosse.co/)m

Our website is the source for all information about the Central York Lacrosse Club. It contains the latest important news for CYLC, practice schedules, game schedules, board meeting schedules, handouts, upcoming events, and more. It also contains web

links that take you to various lacrosse-related web sites in learning more about the sport.

Check if often so that you can keep up-to-date with the latest Practice and Game breaking news and announcements. If you do not have internet access, ask a teammate or friend who has internet access to check the website regularly and to call you with cancellations, field changes and other important information.

***We welcome you to the Central York Lacrosse Club and the exciting sport of lacrosse.***

***Join us as we promote the growth of this unique sport in the Central York School***

***District and the rest of York County. It’s going to be a great year for lacrosse!***