

**Department of Recreation & Parks
City of Lake Charles**

To: Youth Football Coaches and Prospective Coaches
From: Al Purdy
Date: July 17, 2018
Subject: 2018 Youth Football

The Lake Charles Recreation Department is registering teams and individuals for the youth football league through August 31, 2018. Teams may register with the department through August 31, 2018. There will be a **mandatory coach's meeting on Wednesday, September 5, 2018 at the Mike Lanza Recreation Center** located on 709 Sycamore Street. The meeting will begin at 6:00 p.m.

Leagues Offered:

Tackle football will a 9-10 year old league, and a 11-12 year old league
Tackle football players **must be at least 9 years old** on September 1, 2018

Registering your team

The following forms must be completed and submitted to the Department for your team to be registered. **This information must be submitted by September 14, 2018.**

1. Team Roster Form
2. Coaches Information Form
3. Birth Certificate (each player)
4. Player Information Contract (each player)
5. Parents Code Of Ethics (each player)
6. **Concussion Information Sheet**
7. \$10 fee per player.

Teams may be organized from schools, neighborhoods, etc. Registration cost is \$10 per child.

MANDATORY MEETING

The coaches meeting will be **Wednesday, September 5, 2018 6:00 p.m.** and the following items will be discussed:

- League Playing Rules
- League Administrative Procedures
- Coach's Certification-ALL COACH'S MUST BE CURRENTLY A.E.S.P. CERTIFIED (COST \$19.95 per coach for three year certification)
- New Tax Break for Volunteer Coaches
- **Concussion Information Sheet**
-

SUMMARY OF IMPORTANT DATES

August 31, 2018- TEAM and INDIVIDUAL PLAYER REGISTRATION DEADLINE

September 5, 2018 - MANDATORY COACH'S MEETING

Wednesday, September 19, 2018- COACH'S CERTIFICATION AESP CLINIC DEADLINE

September 29, 2018- PLAY BEGINS

NO ROSTER CHANGES AFTER THIRD PLAYING DATE

I look forward to meeting as well as working with all of you this season. Please feel free to contact me at 491-1283 or email apurdy@cityoflc.us if you have any questions.

Sincerely,

Al Purdy

Al Purdy, Sports Supervisor

LAKE CHARLES RECREATION AND PARKS

2018 YOUTH FOOTBALL

TEAM ROSTER FORM

TEAM NAME		HEAD COACH	
AGE GROUP		ADDRESS	
SCHOOL AFFILIATION		CONTACT NUMBERS	H :
			W:
JERSEY COLOR (s)			Pgr:
			Fax:

Player Name		Jersey #	Address and Phone	Date of Birth
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				

10.				
11.				
12.				
13.				
14.				
15.				
16.				
17.				
18.				
19.				
20.				
21.				
22.				
23.				
24.				
25.				
26.				
27.				
28.				
29.				
30.				

31.				
32.				
33.				
34.				
35.				

I, _____, the head coach of _____ team, do hereby understand that it is my responsibility to insure that all players listed above are eligible to play in the current season as stated in the rules set forth by the City of Lake Charles Recreation Department. I further understand that if any player is found to be ineligible, my team will forfeit all games in which that player has participated in, and I may face a suspension from all City of Lake Charles youth recreation sports.

Head Coach

COACHES **INFORMATION FORM**

Team: _____

Age Group: _____

Name		Yrs. with team		Position with team	HEAD COACH
Address:		Phone: HM		Phone: Wk	
Email address		cell Phone:		Pager:	
Other numbers		Place of Employment			

* As a coach in the Lake Charles Youth Football Program, I understand that I must adhere to the rules and regulations put forth by the Lake Charles Parks and Recreations Department. And that I understand the consequences for not following those rules. Also, I recognize that I am a role-model and a representative of my team and that I will were a good example to them.

Signature of above named coach

Name:		Yrs. with team		Position with team	1ST ASST. COACH
Address		Phone: HM		Phone: Wk	
Email address		cell Phone:		Pager:	
Other numbers		Place of Employment			

* As a coach in the Lake Charles Youth Football Program, I understand that I must adhere to the rules and regulations put forth by the Lake Charles Parks and Recreations Department. And that I understand the consequences for not following those rules. Also, I recognize that I am a role-model and a representative of my team and that I will were a good example to them.

Signature of above named coach

Name		Yrs. with team		Position with team	2ND ASST. COACH
Address		Phone HM		Phone Wk	
Email address		cell Phone:		Pager:	
Other numbers		Place of Employment			

* As a coach in the Lake Charles Youth Football Program, I understand that I must adhere to the rules and regulations put forth by the Lake Charles Parks and Recreations Department. And that I understand the consequences for not following those rules. Also, I recognize that I am a role-model and a representative of my team and that I will were a good example to them.

Signature of above named coach

Name		Yrs. with team		Position with team	3RD ASST. COACH
Address		Phone HM		Phone Wk	
Email address		cell Phone:		Pager:	
Other numbers		Place of Employment		Have you been NYSCA trained?	

* As a coach in the Lake Charles Youth Football Program, I understand that I must adhere to the rules and regulations put forth by the Lake Charles Parks and Recreations Department. And that I understand the consequences for not following those rules. Also, I recognize that I am a role-model and a representative of my team and that I will were a good example to them.

Signature of above named coach

***Return to the Lake Charles Parks and Recreation Office in City Hall at 326 Pujo St. only**

2018

Lake Charles Recreation and Parks Youth Sports
Player Information and Contract

Player's Name: _____ Date of Birth: _____

Date: _____ School Attending: _____

Player's Address: _____

_____ has my permission to play with the _____ team. I understand that as a parent/guardian, I am responsible for providing my own health insurance coverage for my child. I understand that the sponsors, the City of Lake Charles and the coaches are not responsible for any injuries or accidents sustained by my child.

The City of Lake Charles suggests that participants have a complete physical exam before practice begins. The Lake Charles Recreation and Parks Department rules state that no player for this team can be on the roster of any other team for the season.

(I), _____, agree to release and hold harmless the City of Lake Charles, its officers and employees, agents or representative from all claims, causes of action, demands, suits, liability, and costs for property damage, personal injury, medical expenses, attorney fees and any other expenses arising out of or relating to my child's voluntary participation in this leisure activity.

I also understand that any attempt to falsify a players age will result in the entire team being made to forfeit all games played in by said player.

I HAVE READ THIS DOCUMENT AND UNDERSTAND THAT IT IS A RELEASE OF ALL CLAIMS
_____ (INITIALS)

Parent/Guardian's Signature _____

2018

PARENT'S CODE OF ETHICS

I hereby pledge to provide support, care and encouragement for my child participating in youth sports by following this Code of Ethics.

I will encourage good sportsmanship by demonstrating positive support for all players, coaches and officials at every game, practice or other youth sports events.

I will place the emotional and physical well-being of my child ahead of any personal desire to win.

I will insist that my child play in a healthy environment.

I will provide support for coaches and officials working with my child to provide a positive, enjoyable experience for all.

I will demand a drug, alcohol and tobacco-free sports environment for my child and agree to assist by refraining from their use at all youth sports events

I will remember that the game is for children and not for adults.

I will do my very best to make youth sports fun for my child.

I will ask my child to treat other players, coaches, fans and officials with respect regardless of race, sex, creed or ability.

I will promise to help my child enjoy the youth sports experience within my personal constraints by being a respectful fan, providing transportation or whatever I am capable of doing.

Parent's Signature:_____ Date:_____

CITY OF LAKE CHARLES

Dept. of Recreation and Parks

Concussion Information Sheet

A concussion is a brain injury and all brain injuries are serious. They are caused by a bump, blow, or jolt to the head, or by a blow to another part of the body with the force transmitted to the head. They can range from mild to severe and can disrupt the way the brain normally works. Even though most concussions are mild, **all concussions are potentially serious and may result in complications including prolonged brain damage and death if not recognized and managed properly.** In other words, even a “ding” or a bump on the head can be serious. You can’t see a concussion and most sports concussions occur without loss of consciousness. Signs and symptoms of concussion may show up right after the injury or can take hours or days to fully appear. If your child reports any symptoms of concussion, or if you notice the symptoms or signs of concussion yourself, seek medical attention right away.

Symptoms may include one or more of the following:

- | | |
|--|--|
| <ul style="list-style-type: none">• Headaches• “Pressure in head”• Nausea or vomiting• Neck pain• Balance problems or dizziness• Blurred, double, or fuzzy vision• Sensitivity to light or noise• Feeling sluggish or slowed down• Feeling foggy or groggy• Drowsiness• Change in sleep patterns | <ul style="list-style-type: none">• Amnesia• “Don’t feel right”• Fatigue or low energy• Sadness• Nervousness or anxiety• Irritability• More emotional• Confusion• Concentration or memory problems (forgetting game plays)• Repeating the same question/comment |
|--|--|

Signs observed by teammates, parents and coaches include:

- | |
|---|
| <ul style="list-style-type: none">• Appears dazed• Vacant facial expression• Confused about assignment• Forgets plays• Is unsure of game, score, or opponent• Moves clumsily or displays incoordination• Answers questions slowly• Slurred speech• Shows behavior or personality changes• Can’t recall events prior to hit• Can’t recall events after hit• Seizures or convulsions• Any change in typical behavior or personality• Loses consciousness |
|---|

CITY OF LAKE CHARLES

Dept. of Recreation and Parks Concussion Information Sheet

What can happen if my child keeps on playing with a concussion or returns too soon?

Athletes with the signs and symptoms of concussion should be removed from play immediately. Continuing to play with the signs and symptoms of a concussion leaves the young athlete especially vulnerable to greater injury. There is an increased risk of significant damage from a concussion for a period of time after that concussion occurs, particularly if the athlete suffers another concussion before completely recovering from the first one. This can lead to prolonged recovery, or even to severe brain swelling (second impact syndrome) with devastating and even fatal consequences. It is well known that adolescent or teenage athletes will often under report symptoms of injuries. And concussions are no different. As a result, education of administrators, coaches, parents and students is the key for student-athlete's safety.

If you think your child has suffered a concussion

Any athlete even suspected of suffering a concussion should be removed from the game or practice immediately. No athlete may return to activity after an apparent head injury or concussion, regardless of how mild it seems or how quickly symptoms clear, without medical clearance. Close observation of the athlete should continue for several hours. The new "Zackery Lystedt Law" in Washington now requires the consistent and uniform implementation of long and well-established return to play concussion guidelines that have been recommended for several years:

"a youth athlete who is suspected of sustaining a concussion or head injury in a practice or game shall be removed from competition at that time"

and

"...may not return to play until the athlete is evaluated by a licensed health care provider trained in the evaluation and management of concussion and received written clearance to return to play from that health care provider".

You should also inform your child's coach if you think that your child may have a concussion. Remember its better to miss one game than miss the whole season. And when in doubt, the athlete sits out.

For current and up-to-date information on concussions you can go to:
<http://www.cdc.gov/ConcussionInYouthSports/>

Student-athlete Name Printed

Student-athlete Signature

Date

Parent or Legal Guardian Printed

Parent or Legal Guardian Signature

Date

Adapted from the CDC and the 3rd International Conference on Concussion in Sport
Document created 8/9/2011

Lake Charles Recreation 2018 Youth Tackle Football

ADMINISTRATIVE PROCEDURES

Governing Rules:

The governing rules for tackle football will be the current Louisiana High School Football Rules with the below listed exceptions and the City of Lake Charles Recreation and Parks Athletics Program Operating Code.

League Age Eligibility:

Age Requirements:

Tackle players must be at least 9 years old on September 1, 2018

1. 9-10 year old league: cannot be 11 before September 1, 2018.
2. 11-12 year old league: cannot be 13 before September 1, 2018.
3. In the 9-10 year old league, a player has to be 9 years old on or before September 1, 2018.
4. Players may play up one age group, but cannot play down.
5. Players may play on only one football team
6. It is the coach's responsibility to ensure that all players meet age requirements.

Team Formation:

1. Teams may be organized from schools, neighborhoods, etc. Also teams may be partially formed and then have other individuals added from the recreation department.
2. There are no district lines. Players are not required to play within the district in which they live or attend school.

Team Roster:

1. Coaches are required to turn in an official team roster.
2. Only listed coaches can turn in roster information.
3. A team roster must carry a minimum of 20 players for tackle teams
4. Coaches must turn in a Player Information Contract (i.e. Waiver/Release Form), and a copy of the birth certificate for each player.
5. **Coach must have copy of Birth Certificate for each player at each game or player cannot participate from the point of discovery. Game will be forfeited when said player(s) are found to be ineligible by LCRD rules or player not being on the roster.**

Roster Additions:

1. Any new additions must be approved by the Recreation Department before the addition is valid.
2. No Additions will be taken over the phone.

Jerseys

1. Jerseys must be the same color for a team. Team jersey colors must first be approved by the LCRD.
2. A minimum 6" number (1-99) needs to be on both the front and back of the jersey.
3. Any sponsorship names may be placed across the back of the jersey where the name would normally be above the numbers OR on the front of the jersey above the number.
4. Any sponsorship logos need to be placed on the sleeve of the jersey.

PLAYING RULES

Equipment:

Refer to the current National Federation Football Rule Book (Rule 1, Section 5) for mandatory player equipment.

Ball Sizes:

9-10 year old: Youth Size (MXY), (J5PW)

11-12 year old: Junior Size (MXJ), (J5J)

Mandatory Play:

Each player must participate in the regulation game.

Developmental Quarter-(applies to 9-10 only):

1. This quarter is played before the regulation game and is not part of the regulation game with regard to score or mandatory play. Each team will be given 8 consecutive offensive plays. **Each team will have a maximum of 10 minutes to run the allowed 8 plays;** the home team will have the ball first.
2. This quarter is designed to help coaches develop player skills.

Game Time:

1. All games will consist of four- 7 minute stop time quarters with a ten minute halftime. The regulation game will begin immediately after the Developmental Quarter.
2. Game time is forfeit time!

Score Cards:

The referee will keep the official score card during the game.

Coach and Player Restraining Line:

Coaches and substitutes are not allowed to stand beyond the 20-yard line or within 3-feet of the sideline.

Spectators:

All fans must sit in the stands or stay at least 10 yards behind the sidelines. Teams failing to observe this rule will be penalized 15 yards. It will be the head coach's responsibility to see that this rule is enforced.

Kicking and Punting:

All Age Groups:

1. Each half will begin with a kick off from the 30-yard line. Receiving team-restraining line will be the 40-yard line.
2. The ball will be placed on the 20-yard line following all touchdowns and safeties.

All Age Groups:

1. Extra points will not be kicked; extra points will be tried from the 3-yard line. One point will be awarded for a running score and two points will be awarded for a passing score (forward pass completed beyond the line of scrimmage).
2. A protected scrimmage punt will be used for all punts.

In protected scrimmage punts:

- ➤ The punting team has to declare a punt to the referee before lining to punt.
- ➤ No fake punting allowed.
- ➤ The ball must be snapped to the punter.
- ➤ The punter must receive the ball at least 3-yards behind the line of scrimmage.
- ➤ The receiving team cannot rush the punter nor can they attempt to jump and block the punt. The receiving team may stand at the line of scrimmage with their arms extended above their heads with both feet on the ground.
- ➤ Both teams must have 8 players on the line of scrimmage when the ball is punted.
- ➤ **After the ball has been punted, the ball is dead:**
 - ○ Where the receiving team player gains possession, or
 - where the ball goes out of bounds or comes to rest whether touched or untouched.

Tied Score

If score is tied after regulation time has expired, the game shall be recorded as a tie. No overtime shall be played.