

January 4, 2018

Dear Returning & Potential Youth Soccer Coaches:

Welcome to the 2018 Fall Youth Soccer season. Thank you in advance for your efforts and we hope your coaching experience is rewarding.

In an effort to prepare for the upcoming season, we would like all interested coaches to complete and return the enclosed forms via email, mail or fax to the Parks, Recreation & Seniors Department no later than **June 30, 2018**. Please understand that we may have some leagues that have more coaches than teams. We will not know the definite number of teams until early August. Priority will go to returning coaches in that league, then to returning coaches who have moved up, and if necessary, to the coaches who have been coaching the longest. We cannot hold your spot after **June 30th**. Please review the coaching policy attached with this email.

In accordance with our background check policy, we are requiring a national background check every year for all volunteer coaches. **Therefore, all coaches (returning and new) will need to complete and return the enclosed Background Consent/Release Form.**

In addition, the Michigan State law requires all coaches to complete an online concussion training and submit proof of completion to the programs organization. This is a short and beneficial training for coaches that will be required in order to coach. Important: **The State updated this law and all coaches are now required to take this training once every 3 years. We will let you know when you need to retake the course if you have already done so.**

Please find the following information enclosed:

- ◇ Coach Commitment Form - must be completed and returned by **June 30, 2018**
- ◇ Volunteer Coach Background Consent Form - must be completed and returned by **June 30, 2018**
- ◇ Youth Soccer Tentative Coaches Calendar
- ◇ Concussion Fact Sheet with link to online training website. If completed in the past, you do not have to do this again.

Note: 2018 Youth Soccer information, including registration information is available on our website at www.itpr.org. A detailed flyer will be distributed to Clarkston Schools. **Registration does not begin until Thursday, January 4th during regular business hours 8am-5pm.**

Also, if you do plan on coaching, please make arrangements to attend the Coaches Meeting and Coaches Clinic in August (see calendar for specific dates). If you have any questions, please call me at 248-625-8223 or you can reach me via e-mail at tmcniel@indtp.com. I look forward to working with you this year and thank you for your commitment to this program.

Sincerely,

Tim McNiel, CPRP, CYSA
Recreation Coordinator



INDEPENDENCE TOWNSHIP PARKS, RECREATION & SENIORS

6483 Waldon Center Drive, Clarkston, MI 48346 • 248.625.8223 • ITPRS.ORG

*Making our community a better place to live, work and play
by building connections with neighbors and the outdoors.*





INDEPENDENCE TOWNSHIP PARKS, RECREATION & SENIORS

6483 Waldon Center Drive, Clarkston, MI 48346 • 248.625.8223 • ITPRS.ORG

*Making our community a better place to live, work and play
by building connections with neighbors and the outdoors.*



FALL 2018 SOCCER COACH COMMITMENT FORM

In an effort to prepare for the upcoming season, and to also provide all registrants with accurate information, we are asking that all coaches complete and return this form as soon as possible. At the present time, we are not sure how many coaching openings there will be for the fall season. Priority is given to those who coached last year and their commitment forms are not due until June 30th, 2018.

In order to be considered as a coach, and if you have a child playing in the league, please note that regular registration deadlines apply. We are unable to save spots for the child/children of a coach in our programs. You will not be allowed to coach if your child/children is not registered prior to the league filling.

Are you interested in (please check the appropriate box)

☐

Head Coach

☐

Assistant Coach

Coach's Name _____

Child's Name _____

Cell Phone _____

Alt. Phone _____

Address _____

Email _____

City _____

Zip _____

Why would you like to coach this season? (Use the back for additional space)

What experience do you have either as a coach or leading young athletes? (Use the back for additional space)

In which league would you like to coach?

KIDDY KICKER ☐ ►► (circle one: 4 year olds 5 year olds)

JUNIOR KICKER ☐ ►► (circle one: 6 year olds 7 year olds)

BOYS U10 ☐ GIRLS U10 ☐ BOYS U12 ☐ GIRLS U12 ☐

BOYS U14 ☐ GIRLS U16 ☐ Co-Rec U19 ☐

Designated Head/Assistant
Coach's Name: _____

Child Name of Designated
Head/Assistant Coach: _____

Please note: Both head and assistant coaches
will be required to complete a **Coach's**
Packet.

OFFICE USE ONLY

DATE RECEIVED: _____ STAFF INITIALS: _____



INDEPENDENCE TOWNSHIP PARKS, RECREATION & SENIORS

6483 Waldon Center Drive, Clarkston, MI 48346 • 248.625.8223 • ITPRS.ORG

*Making our community a better place to live, work and play
by building connections with neighbors and the outdoors.*



2018 FALL SOCCER CALENDAR OF EVENTS

After July 6	Late registration contingent upon availability	
August 15	Kiddy Kicker 4 & 5 Coach Meeting Parks & Recreation Office	6:00 p.m.
August 16	1 st Option -Mandatory Coach's Clinic Clintonwood Park Soccer Field #9 6:00 p.m. – 7:30 p.m. Returning Coaches 7:45 p.m. – 9:15 p.m. New Coaches (Coaches required to attend only one clinic, please choose one date. Do not need to attend if attended one in spring)	
August 22	House Coach and Junior Kicker Coach Meetings * Carriage House at Clintonwood Park Junior Kicker 6 and 7 6:00 p.m. Boys & Girls U10 6:30 p.m. Boys & Girls U12 7:00 p.m. Boys & Girls U14-U19 7:30 p.m.	
August 23	House Soccer practices may begin	
August 23	2 nd Option-Mandatory Coach's Clinic Clintonwood Park Soccer Field #9 7:00 p.m. – 8:30 p.m. Combined Returning and New Coaches	
September 8	Kiddy Kicker games begin	
September 10	House and Junior Kickers Soccer games begin	

Please note that this calendar is tentative and subject to change.

MANDATORY SOCCER COACHES CLINIC

THURSDAY AUGUST 16, 2018

This Clinic will be divided into 2 separate sessions:

RETURNING COACHES 6 p.m. – 7:30 p.m.

NEW COACHES 7:45 p.m.– 9:15 p.m.

WHERE: Clintonwood Park– Soccer Field #9

This clinic will emphasis Non Directional Coaching; How to plan and run a coaches session; Technical/Tactical drills; and Sports Psychology. This clinic will be instructed by staff from Michigan Impact Soccer. **This will be an active session, please dress appropriately.**

COST: Free to all Independence Townships Parks Recreation & Seniors **Coaches & Assistant Coaches.**

OR

THURSDAY AUGUST 23, 2018

This Clinic is appropriate for coaches of all age levels.

Combined New & Returning
7:00 p.m.- 8:30 p.m. (all age levels)

WHERE: Clintonwood Park - Soccer Field #9



Please pre-register early at the main office or mail in the registration form below.
All coaches are required to attend one clinic only. For more information please call (248) 625-8223.

Please detach and return to: Independence Township Parks, Recreation & Seniors, 6483 Waldon Center Drive., Clarkston, MI 48346
Fax 248-620-7454/Phone 248-625-8223/Email tmcniel@indetwp.com

Name _____ Home Phone _____ Work Phone _____

Address _____ City/Zip _____

Age Level You Coach _____

Session you will be attending (please circle **ONE** Date/League:)

August 16 NEW COACH RETURNING COACH

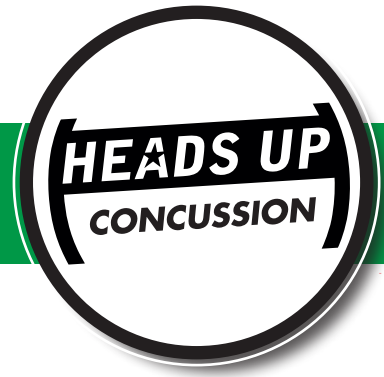
August 23 COMBINED NEW & RETURNING

The undersigned, on behalf of himself or herself, or as parent or guardian of such individual, assumes all responsibility for the above participant while enrolled in the activities sponsored by the Parks & Recreation Department of Independence Township and with the respect to any actions taken in pursuance of such activities either before or after the activity. Moreover, it is agreed that the Township of Independence and its several departments, officers, and employees shall not be liable nor responsible for any property damage and/or personal injury and/or other loss or damage suffered by the participant, on his or her own behalf, or as parent or guardian of participant, release and forever discharge each of such entities and persons from any and all actions, causes of actions, claims and demands with respect to any and all such damage, injury or loss. In the event of any injury, permission is hereby given to the Parks and Recreation Department, and to the Director of such department to see that first aid and medical attention are given to the participant, at the discretion of the Director of the Department, or his or her agent or employee in connection with the activity in question. The participant represents that he or she is in good physical condition and able to participate in the activity for which he or she is enrolling and the participant shall be responsible for his or her own health and acknowledges that the activity in which the participant is enrolling may be injurious, and participant accepts his or her risk with full knowledge that some athletic programs require the assistance of unscreened volunteer coaches. Photographs may be taken at certain Recreation Department activities, and, unless the department receives signed, written objections, photos may be reproduced for publication.

Signature _____

Date _____

CONCUSSION FACT SHEET FOR COACHES



WHAT IS A CONCUSSION?

Concussion, a type of traumatic brain injury, is caused by a bump, blow, or jolt to the head. Concussions can also occur from a blow to the body that causes the head and brain to move rapidly back and forth—literally causing the brain to bounce around or twist within the skull.

This sudden movement of the brain causes stretching and tearing of brain cells, damaging the cells and creating chemical changes in the brain.

HOW CAN I RECOGNIZE A POSSIBLE CONCUSSION?

Concussions can result from a fall or from athletes colliding with each other, the ground, or with an obstacle, such as a goalpost. Even a “ding,” “getting your bell rung,” or what seems to be a mild bump or blow to the head can be serious.

As a coach you are on the front line in identifying an athlete with a suspected concussion. You know your athletes well and can recognize when something is off—even when the athlete doesn’t know it or doesn’t want to admit it.

To help spot a concussion, you should watch for and ask others to report the following two things:

1. A forceful bump, blow, or jolt to the head or body that results in rapid movement of the head.

AND

2. Any concussion signs or symptoms, such as a change in the athlete’s behavior, thinking, or physical functioning.

Signs and symptoms of concussion generally show up soon after the injury. But the full effect of the injury may not be noticeable at first. For example, in the first few minutes the athlete might be slightly confused or appear a little bit dazed, but an hour later they can’t recall coming to the practice or game.

You should repeatedly check for signs of concussion and also tell parents what to watch out for at home. Any worsening of concussion signs or symptoms indicates a medical emergency.

SIGNS AND SYMPTOMS

Athletes who experience one or more of the signs and symptoms listed below, or who report that they just “don’t feel right,” after a bump, blow, or jolt to the head or body, may have a concussion.

SYMPTOMS REPORTED BY ATHLETE:

- Headache or “pressure” in head
- Nausea or vomiting
- Balance problems or dizziness
- Double or blurry vision
- Sensitivity to light
- Sensitivity to noise
- Feeling sluggish, hazy, foggy, or groggy
- Concentration or memory problems
- Confusion
- Just not “feeling right” or is “feeling down”

SIGNS OBSERVED BY COACHING STAFF:

- Appears dazed or stunned
- Is confused about assignment or position
- Forgets an instruction
- Is unsure of game, score, or opponent
- Moves clumsily
- Answers questions slowly
- Loses consciousness (even briefly)
- Shows mood, behavior, or personality changes
- Can’t recall events prior to hit or fall
- Can’t recall events after hit or fall

*Michigan Department
of Community Health*



Rick Snyder, Governor
James K. Haveman, Director

WHAT ARE CONCUSSION DANGER SIGNS?

In rare cases, a dangerous blood clot may form on the brain in an athlete with a concussion and crowd the brain against the skull. Call 9-1-1 or take the athlete to the emergency department right away if after a bump, blow, or jolt to the head or body the athlete exhibits one or more of the following danger signs:

- One pupil larger than the other
- Is drowsy or cannot be awakened
- A headache that gets worse
- Weakness, numbness, or decreased coordination
- Repeated vomiting or nausea
- Slurred speech
- Convulsions or seizures
- Cannot recognize people or places
- Becomes increasingly confused, restless, or agitated
- Has unusual behavior
- Loses consciousness (even a brief loss of consciousness should be taken seriously)

FACTS

Sometimes people wrongly believe that it shows strength and courage to play injured. Some athletes may also try to hide their symptoms.

Don't let your athlete convince you that he or she is "just fine" or that he or she can "tough it out." Discourage others from pressuring injured athletes to play. Emphasize to athletes and parents that playing with a concussion is dangerous.

WHAT SHOULD I DO IF A CONCUSSION IS SUSPECTED?

No matter whether the athlete is a key member of the team or the game is about to end, an athlete with a suspected concussion should be immediately removed from play. To help you know how to respond, follow the Heads Up four-step action plan:

1. REMOVE THE ATHLETE FROM PLAY.

Look for signs and symptoms of a concussion if your athlete has experienced a bump or blow to the head or body. When in doubt, sit them out!

2. ENSURE THAT THE ATHLETE IS EVALUATED BY AN APPROPRIATE HEALTH CARE PROFESSIONAL.

Do not try to judge the severity of the injury yourself. Health care professionals have a number of methods that they can use to assess the severity of concussions. As a coach, recording the following information can help health care professionals in assessing the athlete after the injury:

- Cause of the injury and force of the hit or blow to the head or body
- Any loss of consciousness (passed out/knocked out) and if so, for how long
- Any memory loss immediately following the injury
- Any seizures immediately following the injury
- Number of previous concussions (if any)

3. INFORM THE ATHLETE'S PARENTS OR GUARDIANS.

Let them know about the possible concussion and give them the Heads Up fact sheet for parents. This fact sheet can help parents monitor the athlete for sign or symptoms that appear or get worse once the athlete is at home or returns to school.

4. KEEP THE ATHLETE OUT OF PLAY.

An athlete should be removed from play the day of the injury and until an appropriate health care professional says they are symptom-free and it's OK to return to play. After you remove an athlete with a suspected concussion from practice or play, the decision about return to practice or play is a medical decision.



WHY SHOULD I BE CONCERNED ABOUT CONCUSSIONS?

Most athletes with a concussion will recover quickly and fully. But for some athletes, signs and symptoms of concussion can last for days, weeks, or longer.

If an athlete has a concussion, his or her brain needs time to heal. A repeat concussion that occurs before the brain recovers from the first—usually within a short time period (hours, days, weeks)—can slow recovery or increase the chances for long-term problems. In rare cases, repeat concussions can result in brain swelling or permanent brain damage. It can even be fatal.



DID YOU KNOW?

- Young children and teens are more likely to get a concussion and take longer to recover than adults.
- Athletes who have ever had a concussion are at increased risk for another concussion.
- All concussions are serious.
- Recognition and proper response to concussions when they first occur can help prevent further injury or even death.

HOW CAN I HELP ATHLETES TO RETURN TO PLAY GRADUALLY?

An athlete should return to sports practices under the supervision of an appropriate health care professional. When available, be sure to work closely with your team's certified athletic trainer.

Below are five gradual steps that you and the health care professional should follow to help safely return an athlete to play. Remember, this is a gradual process. These steps should not be completed in one day, but instead over days, weeks, or months.

BASELINE:

Athletes should not have any concussion symptoms. Athletes should only progress to the next level of exertion if they do not have any symptoms at the current step.

STEP 1:

Begin with light aerobic exercise only to increase an athlete's heart rate. This means about 5 to 10 minutes on an exercise bike, walking, or light jogging. No weight lifting at this point.

STEP 2:

Continue with activities to increase an athlete's heart rate with body or head movement. This includes moderate jogging, brief running, moderate-intensity stationary biking, moderate-intensity weightlifting (reduced time and/or reduced weight from your typical routine).

STEP 3:

Add heavy non-contact physical activity, such as sprinting/running, high-intensity stationary biking, regular weightlifting routine, non-contact sport-specific drills (in 3 planes of movement).

STEP 4:

Athlete may return to practice and full contact (if appropriate for the sport) in controlled practice.

STEP 5:

Athlete may return to competition.

If an athlete's symptoms come back or she or he gets new symptoms when becoming more active at any step, this is a sign that the athlete is pushing him or herself too hard. The athlete should stop these activities and the athlete's health care provider should be contacted. After more rest and no concussion symptoms, the athlete should begin at the previous step.

HOW CAN I HELP PREVENT CONCUSSIONS OR OTHER SERIOUS BRAIN INJURIES?

Insist that safety comes first. To help minimize the risks for concussion or other serious brain injuries:

- Ensure that athletes follow the rules for safety and the rules of the sport.
- Encourage them to practice good sportsmanship at all times.
- Make sure the athlete wears the right protective equipment for their activity. Protective equipment should fit properly, be well maintained, and be worn consistently and correctly.
- Wearing a helmet is a must to reduce the risk of severe brain injury and skull fracture. However, a helmet doesn't make an athlete immune to concussion. There is no "concussion-proof" helmet.

Check with your league, school, or district about concussion policies. Concussion policy statements can be developed to include:

- The school or league's commitment to safety
- A brief description of concussion
- Information on when athletes can safely return to school and vplay.

Parents and athletes should sign the concussion policy statement at the beginning of the season.



▶ **"WHEN IN DOUBT,
SIT THEM OUT!"**



JOIN THE CONVERSATION AT www.facebook.com/CDCHeadsUp

TO LEARN MORE GO TO >> WWW.CDC.GOV/CONCUSSION

Content Source: CDC's Heads Up Program. Created through a grant to the CDC Foundation from the National Operating Committee on Standards for Athletic Equipment (NOCSAE).

Concussion Requirements for Coaches



Independence Township is committed to the safety of our athletes. In order to do so, we need to implement Sports Concussion Awareness Training for ALL of our staff and coaches.

All coaches will have to participate in a 30 minute online training and present their completed certificate of training in order to coach by the designated due date. Please copy and paste the following link into your web browser to complete this 30 minute training.

<http://www.cdc.gov/Concussion/>

The certificate of completions will be kept on file at the Parks, Recreation & Seniors office.

Each coach will only have to complete this every three years.

The Certificate of Completion can be returned via fax, mail, email, or in person:

Independence Township Parks, Recreation & Seniors

6483 Waldon Center Dr, Clarkston, MI 43846

FAX: (248) 620-7454

Independence Township is committed to the safety of our athletes and in following sport safety laws including Public Acts : Public Act 342 of 2012 Michigan Law regarding the Department of Community Health's development, adoption and approval of educational and training materials for sports concussion awareness compliance. Public Act 343 of 2012 Michigan Law regarding Compliance of Sports Concussion Awareness Training for organizing entities, sponsors or operators of an athletic activity in which youth

Did you know?

- Most concussions occur without a loss of consciousness.
- Young children & teens are more likely to get a concussion and take longer to recover than adults.
- Athletes who have had a concussion are at greater risk for another concussion.
- All concussions are serious.
- Recognition & proper response to a concussion when it first occurs can help prevent further injury or even death.

**A concussion is a serious brain injury
that can occur in any sport!**

Remember, **concussions affect people differently.** While most athletes with a concussion recover quickly and fully, some will have symptoms that last for days or even weeks. A more serious concussion can last for months or longer.

For **more information** on concussions, visit:

www.michigan.gov or www.cdc.gov/concussion



VOLUNTEER IN YOUTH SPORTS

Background Consent/Release Form

NYSCA Chapter ID#: CHP-3994

Name of Organization:

Independence Township Parks, Recreation & Seniors
6483 Waldon Center Dr. * Clarkston, MI 48347

Sport You Are Coaching_____

Name (printed)_____

Driver's License Number_____

Social Security Number_____ Date of Birth_____

Applicant's Address_____

City_____ State_____ Zip_____

I, _____, authorize and give consent for the above named
Name of Applicant organization to obtain information regarding myself.

This includes the following:

- Criminal background records/information
- Sex Offender Registry Checks
- Addresses

I the undersigned, authorize this information to be obtained either in writing or via telephone in connection with my volunteer application. Any person, firm or organization providing information or records in accordance with this authorization is released from any and all claims of liability for compliance. Such information will be held in confidence in accordance with the organization's guidelines.

Print Name: _____

Date: _____

Signature: _____