



Coaching Manual

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I volunteered to coach...now what?

Listed below are some tips from iHoops.com to help coaches for the upcoming season.

- **Learn the league specific rules and policies.** As the coach, it is essential you attend pre-season organizational meetings and make sure you read and understand league rules. Be sure your assistant coach understands the rules as well. Pre-season meetings are a great time to get clarification on rules and policies you may not fully understand.
- **Understand the value of your assistant.** Assistants not only help run practice, but they can also serve as a sounding board for you and for the players as well. Be sure to maintain an open line of communication between you and your assistant.
- **Have a parent from the team volunteer to be the team parent.** Designating someone for this position lets them feel like they're a greater part of the team. The team parent takes on the duties of organizing who will provide snack for each game, plan team activities and so forth. Having another parent focus on these things will allow you to concentrate on coaching.
- **Hold a team meeting at/before the very first practice.** Use this time to introduce yourself and your assistant. It is also the perfect time for parents of the team to meet and get to know each other. During this meeting you should make the parents aware of the league rules and policies so they will understand your coaching philosophy. At this time you should also let them know your expectations of the players and the parents. Be sure to explain the importance of players and parents exhibiting good sportsmanship. Make sure to find out from parents if their child has any medical conditions you should be aware of in the event of an emergency during a practice or game. Address any potential scheduling conflicts. Do this by finding out what other activities the players are involved in and find out from parents ahead of time what days could potentially be problematic for them regarding practices or games. Make it known to parents it is expected for all players to attend all practices and games, and if they are unable to, you should be notified in advance. Take the time to go over GRPD's Parent's Code of Ethics (located on the following page).
- **Build a solid rapport with each player.** This is easily accomplished by getting to know everyone's name as quickly as possible. During practice, spend a few minutes with each child. Address them by their name and compliment them when they do something well. Name tags for players during the first few practices can help everyone get acquainted more easily if they are not familiar with one another.
- **Coach by walking around.** This provides a greater opportunity to bond with each player; the more you do it, they will begin to feel more comfortable. Also in doing this, you are more likely to better understand the differences between each child and find specific ways to motivate them.



Greenville Recreation & Parks Department

Parent's 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 each child ahead of a personal desire to win.
- I will support the coaches and officials working with my child in order to encourage a positive and enjoyable experience for all.
- I will demand a sports environment for my child that is free from drugs, tobacco and alcohol and will refrain from their use at all Greenville Recreation & Parks Department's youth sports events.
- I will remember the game is for youth—not adults.
- I will do my best to make the youth sports experience fun for my child.
- I will help my child enjoy the youth sports experience by doing whatever I can, such as being a respectful fan, assisting with coaching or character development or providing transportation.
- I will treat other players, coaches, fans and officials with respect.

I hereby pledge to provide positive support, care and encouragement for my child participating in Greenville Recreation & Parks Department's youth sports by following the Parent's Code of Ethics. I understand failure to comply could result in my suspension from youth sports events.



Team Management

- **Discipline**

- It's not necessary to have an extensive set of rules for the team; instead, have a few rules stand out that you will emphasize throughout the course of the season.
 - Examples
 - Having players show up at a specified time before practices and games.
 - Letting you know ahead of time if a player won't be able to make a practice/game.
 - Players and parents are expected to exhibit sportsmanlike behavior at all times.

- **The Ballhog**

- If you have a player on your team who likes to control the ball and take all the shots, rather than calling them out during practice or games, pull them aside and explain to them the importance of working with their teammates. Feel free to acknowledge what they do well, but also challenge and encourage them to be just as good at finding and passing to an open teammate.

- **Running Up the Score**

- There are times when games can become one-sided and one team scores a much more significant amount of points than the other. In this instance, do not allow your team to continue to run up the score. Instead, call a timeout and tell your team to pass the ball at least 5 or 6 times before a shot is taken. In doing this you are getting your team to work on their passing and ball movement skills, thus making them better all-around players.

- **Parents**

- As a coach you will have to deal with various issues and concerns from parents, ranging from playing time to game strategies. How you handle these things as they come up can affect the course of the season. During your first team meeting, let it be known to the parents the best times to approach you. When they do come to you with a concern, let them say their piece – uninterrupted – and tell them you'll think about their suggestions and figure out a way to best address their concerns. Always respond in a positive, non-confrontational manner and make sure things don't get out of hand.

- **Losing Games**

- Enduring a losing season is one of the greater challenges a coach faces. Rather than dwell on the negativity associated with losing, it is your job as the coach to remain upbeat and positive. Find something the team did well and focus on that. Praise them for the effort they put forth in spite of the loss.



Running an Efficient Practice

An organized and efficiently run practice allows you to get more accomplished than expected. Some tips from iHoops on running an efficient practice are below:

- Be organized and have a plan.
 - Have a back-up plan just in case some drills are not being picked up as easily by the players.
- Break down the practice hour into 5 or 10 minute blocks.
 - Start and stop each block with a quick whistle.
 - Include water and bathroom breaks.
- Keep things moving so the players are engaged and on the go.
 - Lessen the number of drills involving players just standing around. This decreases the likelihood of players getting bored and losing focus.
- If you have to stop practice to teach a fundamental or demonstrate a play, put yourself on the clock.
 - Make your point, keep it short, and keep the action moving.
- Keep practice interesting and fun.

Sample Practice Schedule

For step by step instructions and illustrations about how drills should be run, visit www.breakthroughbasketball.com.

7-10 Year Olds

1. Dynamic warm up & athletic development work (5-10 minutes)
 - a. Examples
 - i. Dribble Tag
 - ii. Race from different positions to spots on the floor (3-point or free throw line)
 1. Alternate starting positions (standing, facing opposite direction, etc.)
 - iii. Coach Says (similar to Simon Says)
2. Teaching skills and using fun drills to improve skills (15-25 minutes). Teach a skill and then follow up that skill with a fun game or drill to work on that skill.
 - a. Examples
 - i. Jump Stop Drill (5 minutes)
 - ii. Fast (5 minutes)
 - iii. Form Shooting (5 minutes)
 - iv. Lay ups (5 minutes)
 - v. Pivot 21 – Lay ups (5 minutes)
3. Games to practice offense and defense (20-25 minutes). Plenty of 3 on 3 games to teach skills.
 - a. Examples
 - i. No dribble keep away (10 Minutes)
 - ii. Defensive Challenge (10 minutes)
4. Cool down (5 minutes)
 - a. Use dynamic flexibility and full range of motion exercises.



11-12 Year Olds

1. Dynamic warm up & athletic development work (5-10 minutes)
 - a. Examples
 - i. Full speed defensive shuffle without ball (2x)
 - ii. Butt kicks
 - iii. High knees
2. Teaching skills and using fun drills to improve skills (20-25 minutes). Teach a skill and then follow up that skill with a fun game or drill to work on that skill.
 - a. Examples
 - i. Form shooting (5 minutes)
 - ii. Defense reaction and conditioning drill (5 minutes)
 - iii. Wing 1 on 1 (5 minutes)
 - iv. Free Throws (5 minutes)
3. Games to practice offense and defense (20-25 minutes). Plenty of 3 on 3 work to teach skills.
 - a. Examples
 - i. No dribble keep away (5 Minutes)
 - ii. 4 on 4 – emphasize passing and screening away (5 minutes)
 - iii. Situations drill (10 minutes)
4. End of game drill (10 minutes)
5. Cool down (5 minutes)
 - a. Use dynamic flexibility and full range of motion exercises.

More information for these and other drills can be found at www.breakthroughbasketball.com.

Practice material resources for all age groups can be found using the websites listed below.

- www.ihoops.com
- www.breakthroughbasketball.com
- www.basketballcoaching101.com



Age Groups and Game Format

Age as of 1/1/14	Game Format	Preferred Roster	Goal Height	Ball Size
5-6	4v4	7 or 8 Players	8 Feet	Rookie – 25.5"
7-8	5v5	8 or 9 Players	8 Feet	Junior – 27.5"
9-10	5v5	8 – 10 Players	10 Feet	Intermediate – 28.5"
11-12	5v5	8 – 10 Players	10 Feet	Intermediate – 28.5"
13-15	5v5	8 – 10 Players	10 Feet	Regulation – 29.5"
16-18	5v5	8 – 10 Players	10 Feet	Regulation – 29.5"

Games and Practices

Weekly Schedule:

- 11/12 – Coaches' Meeting – 6:30pm at Drew Steele Center
- 1st week – 11/18
 - Ages 5-6 & 7-8
 - Practices Begin – 11/23
 - Ages 9-10
 - Skill Assessment – Nov. 18 & Nov. 20
 - Draft will be held Nov. 20 – 8:00pm at H. Boyd Lee Park
 - Ages 11-12
 - Skill Assessment – Nov. 19 & Nov. 21
 - Draft will be held Nov. 21 – 8:00pm at H. Boyd Lee Park
 - Ages 13-15 – Drew Steele Center
 - Practices on Dec. 2 & Dec. 4 – 7:15pm
 - Ages 16-18 – Drew Steele Center
 - Practices on Tuesday, Dec. 3 – 7:15pm; Thursday, Dec. 5 – 8:15pm
- Week of 12/2
 - Practices for all age groups
- Week of 12/9
 - Practices for all age groups
- Week of 12/16
 - Practice for all age groups
- Week of 12/23
 - No scheduled practices
 - Boyd Lee Park will be available if coaches want to schedule a practice
- Week of 12/30
 - No scheduled practices
 - Boyd Lee Park will be available if coaches want to schedule practice
 - Practice for age groups 5-6 & 7-8 will be held Saturday, Jan. 4
- Week of 1/6
 - Practices and pictures will be scheduled for all age groups
 - Games for age groups 5-6 & 7-8 begin Saturday, Jan. 11
- Week of 1/13
 - 1st week of games
 - Games for age groups 13-15 & 16-18 will be played at Drew Steele Center
- Week of 1/20
 - Games for all age groups
 - No Games 1/20 (MLK Holiday)
- Week of 1/27
 - Games for all age groups
- Week of 2/3
 - Games for all age groups
- Week of 2/10
 - Conclusion of regular season for ages 9-18
- Week of 2/17
 - Single Elimination Tournament begins for ages 9-18
 - Conclusion of Season for ages 5-6 & 7-8 – Saturday, Feb. 22

**GREENVILLE RECREATION AND PARKS DEPARTMENT
YOUTH BASKETBALL RULE SHEET**

	AGE 5-6	AGE 7-8	AGE 9-10	AGE 11-12	AGE 13-15	AGE 16-18
BALL SIZE	ROOKIE SIZE	JUNIOR SIZE	Intermediate 28.5	Intermediate 28.5	OFFICIAL SIZE	OFFICIAL SIZE
BASKET HEIGHT	8 FEET	8 FEET	10 FEET	10 FEET	10 FEET	10 FEET
GAME LENGTH	8 MINUTE QUARTERS (RUNNING CLOCK) EXCEPT THE LAST MINUTE OF EACH HALF.	8 MINUTE QUARTERS (RUNNING CLOCK) EXCEPT THE LAST TWO (2) MINUTES OF 2 ND & 4 TH QUARTER.)	8 MINUTE QUARTERS (RUNNING CLOCK) EXCEPT THE LAST TWO (2) MINUTES OF 2 ND & 4 TH QUARTER.)	8 MINUTE QUARTERS (RUNNING CLOCK) EXCEPT THE LAST TWO (2) MINUTES OF 2 ND & 4 TH QUARTER.)	18 MINUTE HALVES (RUNNING CLOCK) EXCEPT THE LAST TWO (2) MINUTES OF EACH HALF.)	18 MINUTE HALVES (RUNNING CLOCK) EXCEPT THE LAST TWO (2) MINUTES OF EACH HALF.)
OVERTIME	Score is not kept, therefore no over time period	3 Minutes After 1 st overtime – 1 st team to score wins; Clock stops last 2 minutes	3 Minutes; Clock stops last 2 minutes	3 Minutes; Clock stops last 2 minutes	3 Minutes; Clock stops last 2 minutes	3 Minutes; Clock stops last 2 minutes
DEFENSE	ANY	ANY	ANY	ANY	ANY	ANY
TIME OUTS	2 per half (do not carry over) 1 per overtime (may carry over)	2 per half (do not carry over) 1 per overtime (may carry over)	2 per half (do not carry over) 1 per overtime (may carry over)	2 per half (do not carry over) 1 per overtime (may carry over)	2 per half (do not carry over) 1 per overtime (may carry over)	2 per half (do not carry over) 1 per overtime (may carry over)
PRESSING	NO PRESS	NO BACKCOURT PRESS UNTIL THE LAST MINUTE OF THE GAME AND OVERTIME PERIOD	NO BACKCOURT PRESS UNTIL THE LAST 2 MINUTES OF REGULATION AND OVERTIME PERIOD	No Backcourt press on inbounds plays; defense can start at the 10-second line. Backcourt press (anytime) is allowed the last 2 minutes of the game and OT period. If there is a 20 point lead in a game, the team ahead will not be allowed to play defense in the backcourt until the lead is cut to 10.	MAY PRESS AT ANY TIME	MAY PRESS AT ANY TIME
FREE THROW	8 FEET	8 FEET	12 FEET (White Line)	15 FEET	15 FEET	15 FEET
STEALING	NO STEALING EXCEPT ON PASSES (ONE TEAM WARNING WILL BE GIVEN, AFTER THIS; A PERSONAL FOUL WILL BE ASSESSED).	NO STEALING EXCEPT ON PASSES (ONE TEAM WARNING WILL BE GIVEN, AFTER THIS; A PERSONAL FOUL WILL BE ASSESSED).	MAY STEAL AT ANY TIME	MAY STEAL AT ANY TIME	MAY STEAL AT ANY TIME	MAY STEAL AT ANY TIME

1. Governing Rules

Play will be governed by NCHSAA rules with the following modifications. It is the coach's responsibility to understand the modifications for their age group.

2. Equipment

- A. Shoes - Athletic shoes must be worn by all participants.
- B. Mouth guards **must** be worn during all games.
- C. No Jewelry will be allowed. (Watches, necklaces, earrings, etc.)
- D. Game balls will be provided by GRPD.

3. Fouls, Double Dribbles and Traveling

- A. Fouls
 - 1. All Age Groups
 - a. Fouls will be called as violations occur
- B. Double Dribble Violations and Traveling Violations
 - 1. Ages 5-6 – Will generally not be called
 - 2. Ages 7-8 – Will be called:
 - a. In the paint (between free-throw line and goal).
 - b. Inside the 3 point line when there is a clear advantage
 - c. More throughout the season, as player's skills and abilities should be improving.
 - 3. Ages 9-18
 - a. Violations will be called as they occur

4. Defense

- A. See Rule Sheet for age group specific backcourt defense rules.
 - 1. ***Penalty for backcourt defense violations (applies to age groups 9-10 & 11-12 only)***
- B. Teams who are up by 15 or more points cannot play defense outside of the 3-point line extended. Defense can be played outside the 3-point line extended once the opposing team has gotten within 8 points.
- C. The penalty for any defensive violation will go as follows:
 - 1. The first violation will result in a warning. A technical foul will be called on each subsequent violation. The technical foul will be given to the bench, not the player committing the violation.

5. Playing Time

- A. Each player must play at minimum half the game. No player may play the entire game unless there are no substitutes available.
- B. ****Coaches who fail to play players the required minimum (16 minutes), will be obligated to use GRPD's Player Rotation Chart to ensure the minimum playing time is met. Rotation Charts must be signed and turned in at the end of each game.****

6. Coaches

- A. Head coaches must remain in the coaching box (14 feet), which is marked by white tape.
 - 1. Coaches will be warned if they are outside of the coaching box, unless they are conferring with personnel at the scorer's table.
 - a. After the warning, a technical foul will be given to the coach.
- B. One assistant coach is allowed in the bench area, and must remain seated during the game.
 - 1. A warning will be given for the first violation; after the warning a technical foul will be called on each subsequent violation. If a coach receives two technical fouls they will be asked to leave the bench area.
- C. No other parents or siblings are allowed in the bench area during the game.



7. Technical Fouls

- A. If a coach receives a technical foul, he or she must remain seated for the remainder of the game.
- B. If a coach receives a second technical foul, the coach will be asked to leave. Please refer to the Coaches Handbook and the "Coaches Code of Conduct" section to review the enforcement procedures for a coach breaking the "Coaches Code of Ethics."

8. Single Elimination Tournament

- A. A single elimination tournament will be played for ages 9-18.
 - 1. All regular season rules will apply in the tournament.

SWAC Basketball Tournament Information

The Statewide Athletics Committee (SWAC) is made up of recreational athletics professionals from across the state. SWAC's purpose is to promote interest and participation in recreational athletics; hold team tournaments at the sectional and state levels; and organize and promote special events. They also coordinate activities with agencies and organizations who sponsor sporting events on a statewide basis. It is also the goal of this committee to provide opportunities to exchange ideas about improving recreational athletics. Greenville Recreation & Parks Department participates in the SWAC sanctioned basketball tournaments. Our department will send a 10 & under team and a 12 & under team to sectional tournaments to try and earn the right to play in a regional tournament. Below is an outline of how GRPD forms SWAC teams for the 10U & 12U age groups.

Coaches:

The coach with the most wins during the regular season will have the first opportunity to coach the SWAC basketball team for their age group. In the event of a tie, we will look at the head to head match-up. If the teams split their regular season match-up, the team who scored the most combined points will be offered the head coaching spot. If the coach has a child playing in the program, this does not guarantee them a roster spot on the SWAC team. If the coach's child does not make the SWAC roster, he/she may opt out of coaching the team. The regular season second place coach will be offered the head coach position if the first place coach declines. The selected head coach can choose their assistant.

SWAC Team Selection Process:

Each team (10U & 12U) will have ten roster spots. Teams will be selected by the head coaches in each age group. Coaches may nominate **at most 3** players from their regular season team they feel should have an opportunity to play on the SWAC basketball team. Once the nominations are made, coaches will choose the top ten players from the list. The ten players who receive the most votes will be given the opportunity to play on the team. The 11th and 12th players receiving the most votes will be alternates. Players selected as alternates will be given the opportunity to replace any of the top ten players who choose not to participate, if GRPD staff is notified in a timely manner. The alternates will not practice with the team unless they are given a roster spot.

All teams must be represented at the SWAC selection meeting. If a team is not present, GRPD staff will nominate at most 3 players from that team. Any team not represented at the time of the meeting will not be allowed to vote thereafter.

Tournament Dates:

Greenville will host both the 10U and 12U sectional tournaments scheduled for March 7-9, 2014. The regional tournaments for both age groups are scheduled for March 14-16, 2014 at a location to later be determined.

