



Youth Basketball Coaching Manual

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Section 1: I volunteered to coach...now what?

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

1.1 Learn the league specific rules and policies.

1.1.1 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.

1.2 Understand the value of your assistant.

1.2.1 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.

1.3 Have a parent from the team volunteer to be the team parent.

1.3.1 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.

1.4 Hold a team meeting at/before the very first practice.

1.4.1 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).

1.5 Build a solid rapport with each player.

1.5.1 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.

1.6 Coach by walking around.

1.6.1 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.

Section 2: Team Management

2.1 Discipline

2.1.1 It is 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.

2.1.1a 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.

2.2 The Ball hog

2.2.1 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.

2.3 Running up the Score

2.3.1 There are times when games can become one-sided with one team scoring 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 five (5) or six (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.

2.4 Losing Games

2.4.1 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.

2.5 Parents

2.5.1 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.

Section 3: Parent's Code of Ethics

Listed below is Greenville Recreation & Parks Department's 'Parent's Code of Ethics' which is signed by each parent when they register their child for all programs we offer. These points detail the Department's expectations of parents throughout the season. During your first team meeting, be sure to discuss the importance of following the 'Parent's Code of Ethics' along with your expectations of them for the duration of the season.

- 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.

Section 4: Basketball Terms

The following list of basketball terms should be learned by all players. Throughout your practices, try to use this terminology so they are familiar with it during games and as they move on to the next level. Make sure to explain the terms in ways players at each level are able to understand. Ensuring players understand some of the basic terminology associated with playing basketball will help with their skill development. The terms are broken down into specific categories that are all related.

Areas of the Court

- *Backcourt* – A team’s defensive half of the court.
- *Block* – The portion of the free throw line closest to the baseline.
- *Elbow* – The corners where the free throw line meets the lane lines.
- *Frontcourt* – A team’s offensive half of the court.
- *Lane lines* – The lines at the side of the lane extending down from the free throw line.
- *Paint* – Area below the free throw line.
- *Top of the key* – Area slightly beyond the free throw line.
- *Wing* – The area located on either side of the court, outside the lane, along an imaginary extension of the free throw line.

Common Violations

- *3-second violation* – A violation occurring when an offensive player stands in the lane for more than 3 seconds.
- *5-second violation* – When the team inbound the ball fails to pass it into play within 5 seconds.
- *Foul* – A violation resulting from illegal contact with an opposing player. Basic types of fouls include the following:
 - *Block* – The use of a defender’s body position to illegally keep the offensive player from advancing.
 - *Charge* – A personal foul committed when the offensive player illegally contacts a defensive player who has established their defensive position or if they are stationary.
- *Carrying/Palming* – The dribbler puts their dribbling hand under the ball and momentarily holds or carries the ball.
- *Double dribble* – Occurs when a player dribbles the ball with two hands or they stop dribbling and then start dribbling again.
- *Over and back* – A violation occurring when an offensive player with the ball returns to the backcourt once they have established position in the frontcourt; also referred to as “backcourt.”
 - *Established position in the frontcourt means both feet and the ball have crossed the half court line.*
- *Traveling* – When a player with the ball takes a step without dribbling.

Defensive Terms

- *Box out* – Using your body to maintain a better rebounding position than an opposing player.
- *Close out* – The defender quickly slides up to and guards the ball handler or ball receiver.
- *Deny* – Prevent an opponent from getting the ball by guarding them closely and staying between them and the player with the ball.
- *Man to man* – A type of defense in which a player is assigned to defend a specific opponent.
- *Press* – A type of defense that attempts to force the opponents to make errors by guarding them closely from half court, three-quarter court or full court.
- *Zone* – A type of defense that has each player responsible for defending a specific area of the court and the opponents in that area.

Offensive Terms

- *Cut* – A quick movement by an offensive player to avoid an opponent or to receive a pass.
- *Drive* – A quick dribble directly to the basket.
- *Fast break* – A team attempts to move the ball down court and score as quickly as possible before the defense has time to set up.
- *Pivot* – A player keeps one foot in contact with a spot on the floor while moving the other foot to adjust their position or evade a defender.
- *Screen* – An offensive player stands between a teammate and a defender to give their teammate the chance to take an open shot or move to an open spot on the court.
- *Square up* – When a player's shoulders are facing the basket as they release the ball for a shot.
- *Triple threat* – An offensive position a player can use if they have not dribbled. The player stands with their knees bent, feet slightly wider than shoulder width and both hands on the basketball. The player can either shoot, dribble or pass to a teammate.

Section 5: Age Groups and Game Format

Age as of 1/1/19	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	Regulation – 29.5"
13-15	5v5	8 – 10 Players	10 Feet	Regulation – 29.5"
16-18	5v5	8 – 10 Players	10 Feet	Regulation – 29.5"

Section 6: Season Schedule

- November 4th
 - Coaches Meeting – H. Boyd Lee at 3:30pm
- Week of November 5th
 - Basketball Clinic ages 9-12 3:00pm-5:00pm
- Week of November 12th
 - Ages 9-10
 - Skills Assessment – Monday, November 12th @ 5pm & Wednesday, November 14th @ 5:15pm
 - 9-10 Draft – Wednesday, November 14th @ 7:45pm
 - Ages 11-12
 - Skills Assessment – Tuesday, November 13th @ 5:15pm & Thursday, November 15th @ 5:15pm
 - 11-12 Draft – Thursday, November 15th @ 7:45pm
 - November 17th 5-8 practice begins
- Week of November 22nd
 - Ages 13-15 – Drew Steele Center
 - Skills Assessment – Monday, November 26th & Wednesday, November 28th at 7:45pm
 - 13-15 Draft – Wednesday, November 28th @ 9:15pm
 - Ages 16-18 – Drew Steele Center
 - Skills Assessment – Tuesday, November 27th & Thursday, November 29th at 7:45pm
 - 16-18 Draft – Thursday, November 29th @ 8:45pm
- December 3rd
 - All other basketball practices start
 - Officials Meeting – H. Boyd Lee @ 6pm
- January 8th – 10th
 - Scrimmages at H. Boyd Lee Park (TBA)
- January 12th
 - 5-8 year old games begin
- January 21st
 - **NO GAMES – MLK HOLIDAY**
- January 14th
 - First day of games for all other age groups
- February 16th (some leagues may start at later date)
 - Conclusion of the season for 5-8 year olds
- February 18th (TBD)
 - Single Elimination Tournament begins for ages 9-18

Section 7: Age Division Rules

	AGES 5-6	AGES 7-8	AGES 9-10	AGES 11-12	AGES 13-15 & 16-18
BALL SIZE	Rookie Size	Junior Size	Intermediate Size - 28.5"	Official Size	Official Size
BASKET HEIGHT	8 FEET	8 FEET	10 FEET	10 FEET	10 FEET
GAME LENGTH	8 MINUTE QUARTERS (RUNNING CLOCK) EXCEPT THE LAST 2 MINUTES OF THE 4 TH QUARTER. NO SCORING	8 MINUTE QUARTERS (RUNNING CLOCK) EXCEPT THE LAST 2 MINUTES OF THE 4 TH QUARTER. NO SCORING	8 MINUTE QUARTERS Running clock except the last 2 minutes of the 4 th quarter. If a team is up 15+ points in the last 2 minutes of the 4 th quarter, the clock will only stop for timeouts and injuries until the opposing team gets within 8 points.	16 MINUTE HALVES Running clock except the last 2 minutes of the second half. If a team is up 15+ points in the last 2 minutes of the second half, the clock will only stop for timeouts and injuries until the opposing team gets within 8 points.	18 MINUTE HALVES Running clock except the last 2 minutes of the second half. If a team is up 15+ points in the last 2 minutes of the second half, the clock will only stop for timeouts and injuries until the opposing team gets within 8 points.
OVERTIME	NO OVERTIME	NO OVERTIME	3 Minutes; Clock stops last minute	3 Minutes; Clock stops last minute	3 Minutes; Clock stops last minute
DEFENSE	ZONE	ANY	ANY	ANY	ANY
TIME OUTS	2 PER HALF	2 PER HALF	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 PRESSING	NO BACKCOURT PRESS UNTIL THE LAST MINUTE OF THE GAME AND OVERTIME PERIOD	No backcourt press until the last 2 minutes of regulation and OT period. If a team has a 15 point lead in a game, they must play defense inside the 3-point line until the lead is cut to 8.	Backcourt press is only allowed on rebounds. During the last 2 minutes of the game and OT period, pressing is allowed anytime. If a team has a 15 point lead in a game, they must play defense inside the 3-point line until the lead is cut to 8.	Teams can press any time.
FREE THROW	8 FEET	8 FEET	12 FEET (White Line)	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 ANY TIME	MAY STEAL ANY TIME	MAY STEAL ANY TIME

Section 8: Rule Specifications

8.1 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.

8.2 Equipment

- 8.2.1 Athletic shoes must be worn by all participants.
- 8.2.2 Mouth guards **must** be worn during all games.
- 8.2.3 No jewelry will be allowed. (Ex: watches, necklaces, earrings, etc.)
- 8.2.4 Game balls will be provided by GRPD.

8.3 Fouls, Double Dribbles and Traveling

- 8.3.1 Fouls
 - 8.3.1a** Fouls will be called for all age groups as violations occur.
- 8.3.2 Double dribble and traveling violations
 - 8.3.2a** Ages 5-6 – Will generally not be called.
 - 8.3.2b** Ages 7-8 – Will be called in the following instances:
 - 8.3.2b.i** Inside the 3 point line when there is a clear advantage.
 - 8.3.2b.ii** Throughout the season as player's skills and abilities should be improving.
 - 8.3.2c** Ages 9-18 – Violations will be called as they occur.

8.4 Defense

- 8.4.1 See 'Rule Sheet' for age group specific backcourt defense rules.
 - 8.4.1a** **9-12 year olds only: Teams who are up by 15 or more points cannot play defense outside of the 3-point line. Once the opposing team gets within 8 points, any type of defense may be played.**
 - 8.4.1a.i** The penalty for any defensive violation will go as follows:
 - a. 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.

8.5 Playing Time

- 8.5.1 No player may play the entire game unless substitutes are not available.

8.6 Coaches

- 8.6.1 Head coaches must remain in the coaching box (14'), which is marked by white tape.
 - 8.6.1a** Coaches will be warned if they are outside of the coaching box, unless they are conferring with personnel at the scorer's table.
 - 8.6.1a.i** After the warning, a technical foul will be given to the coach.
 - 8.6.1b** One assistant coach is allowed in the bench area and must remain seated during the game.
 - 8.6.1b.i** No other parents or siblings are allowed in the bench area during the game.

8.7 Technical Fouls

- 8.7.1 If a coach receives a technical foul, he or she, along with their assistant, must remain seated for the remainder of the game. A second technical foul will result in a coach being ejected.

8.8 Ejections

- 8.8.1 **Player:** If a player is ejected from a game, they must remain on the sideline with their team under the supervision of their coach.
 - 8.8.1a** Any player who is ejected will be suspended a minimum of one game; additional punishment may be given pending review by GRPD staff.
 - 8.8.1b** Following the suspension, the player and their parent must meet with GRPD staff before being allowed to play in the team's next game.
 - 8.8.1c** If a player receives a second ejection, he/she will be suspended the remainder of the season. An additional penalty may be given pending review by GRPD staff.
- 8.8.2 **Coach:** If a coach is ejected from a game, they must leave the facility within two (2) minutes.
 - 8.8.2a** Any coach who is ejected will be suspended a minimum of one game; additional punishment may be given pending review by GRPD staff. The suspended coach may not participate in any team activities held at a GRPD facility, including practices and games.
 - 8.8.2b** Following the suspension, the coach must meet with GRPD staff before being allowed to coach in the team's next game.

8.8.2c If a coach receives a second ejection, he/she will be suspended the remainder of the season. An additional penalty may be given pending review by GRPD staff.

8.8.3 Ejection Review Process: Within 48 hours of a player or coach being ejected, the Athletic staff will initiate a review process to determine if a greater penalty needs to be assessed. The review process for coaches and players will consist of:

8.8.3a Gathering written reports and documentation of events that took place from individuals who were involved; this may include the site supervisor, game officials and other players or coaches.

8.8.3b Reviewing of all documentation by GRPD staff to determine the severity of the situation and penalty.

8.8.3c The ejected person will be informed by Athletic staff of the penalty.

8.8.3d Please refer to the Coach's Code of Conduct" section of the Volunteer Coach's Handbook for detailed information regarding the review process for ejections.

8.9 Other Rules

8.9.1 Age Groups 9-18: If a team is up 15 or more points in the last two (2) minutes of the second half, the clock will only stop for timeouts, free throws and injuries until the opposing team cuts the lead to eight (8) points.

8.10 Division Standings / Single Elimination Tournament

8.10.1 A single elimination tournament will be played for age groups 9-12 boys and 13-18 co-ed.

8.10.1a All regular season rules will apply in the tournament.

8.10.2 Division standings will be determined using the following tiebreakers.

- a. Head to head
- b. Win percentage
- c. Points allowed
- d. Points scored

8.11 Inclement Weather

8.11.1 Any games cancelled by Athletics staff due to inclement weather will be rescheduled as soon as possible. Games may be rescheduled for Saturday and Sunday afternoons at various facilities.

8.11.2 The GRPD Weather Hotline, 252.329.4299, will be updated as soon as games are cancelled.

8.11.3 Coaches will be contacted as soon as possible, by email only, in the event of game cancellations.

Section 9: SWAC Basketball Tournament Information

9.1 What is SWAC?

9.1.1 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 that sponsor sporting events on a statewide basis. It is 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 (10U) team and a 12 & under (12U) team to play in sectional tournaments in order to advance to their respective state tournaments. Below is an outline of how GRPD forms SWAC teams for the 10U & 12U age groups.

9.2 Coaches

9.2.1 The coach who finishes in first place at the end of the *regular* season will be given the 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 allowed the fewest combined points throughout the course of the season 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 then be offered the head coach position if the first place coach declines. The head coach may choose their assistants—at most two. Only those who are currently coaching in the GRPD basketball program will be allowed to assist with each team.

9.3 Team Selection Process

9.3.1 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 three (3)** players from their regular season team they feel should have an opportunity to play on the SWAC basketball team. Once nominations are made, each coach will select ten players from the list to make the team. The ten players who receive the most votes will be given the opportunity to play on the team. **The head coach has the option of selecting an eleventh player.** This player must come from the list of nominees and has to be chosen at the team selection meeting. If the coach chooses not to select an eleventh player, those players who received the 11th and 12th most votes will be alternates. Players selected as alternates will be given the opportunity to replace any 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.

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

9.4 Tournament Dates

9.4.1 TBD

Note: It is important selected coaches and players understand the commitment they are making to the SWAC team. With SWAC practices starting at the conclusion of the post-season tournament, selected participants—including coaches—may have an additional 3-4 week commitment to make. We respectfully ask if players or coaches are not able to fully commit to the above time table, they do not take the spot of someone who can.