

# Tamworth Basketball Board Directive to all Coaches

Tamworth Basketball members and parents have a real appreciation of the benefit you bring to our Club and the children you come into contact with whilst coaching within your various spheres of interest be it playing, officiating, score bench or statistics. We thank you, sincerely.

As a new representative season takes shape, however, the Tamworth Basketball Association's Board of Management respectfully reminds all coaches of the need to retain a degree of professional separation in your dealings with the children you are coaching. And whilst this directive is to do with the children you coach, it should be the benchmark for all your dealings with all children at Tamworth Basketball.

Please take a few moments to read this communication (which is only an outline and not exhaustive) and bear it in mind during your duties. In doing so, you will be protecting yourself and our Club from issues that may arise from a misunderstanding.

Coaches play an important role not only in sporting life but also in everyday lives of the participants they coach. Coaches influence not just the development of sport-specific skills and sporting performance, but also a participant's development as a person and their approaches to other aspects of their life. While at times it can be challenging, coaching is also a very satisfying role.

To be an effective coach you will need a number of skills. A coach needs knowledge of the sport but, more importantly, they need to know how to pass that knowledge onto the participants they are coaching. To do this, a coach needs skill in:

- Organizing
- Observing
- Analyzing
- Adapting
- Communication
- Improving performance

## **Coaches should:**

- Be a good role model for the participants
- Show enthusiasm and enjoyment for the task of coaching – make it fun
- Be self-confident, assertive, consistent, friendly, fair and competent
- Ensure the safety of all participants
- Behave ethically and dress appropriately
- Maintain discipline throughout the session
- Be very organized, not only for each session but for the entire season
- Be able to justify, if necessary, why things are done, and to be 'big enough' to ask for suggestions when not sure and to admit and apologise when they make a mistake
- Treat everyone fairly and include all participants of all abilities and disabilities, ages, genders and ethnic backgrounds.

## **Do you have a coaching philosophy?**

A coaching philosophy will include aspects such as:

- How the coach communicates
- Will the coach encourage athletes to ask questions and take some responsibility?
- Will the coach seek to remain up-to-date and improve their coaching knowledge & skills?
- How behavioral issues will be dealt with?
- Will the coach include everyone, irrespective of ability and background?
- The coach's emphasis on winning, losing and cheating
- Promote respect for others



- The majority of the advice is common sense. Nevertheless, for the record:
- Any physical contact between yourself and children should be limited to that essentially required to the imparting of a specific skill -and always delivered within the main playing or coaching area.
- Whenever possible, you should explain to the parents of the children that, inherent with coaching basketball skills, (playing or officiating) there may be the need from time to time to make adjustments of posture or position of limbs and if parents have a problem with you doing that they should advise you immediately and you will accommodate their request.
- All discussions or briefings with your charges will be conducted in the public arena and not in a secluded or private area unless the child is accompanied by their parent.
- You are to limit the occasions when you make contact with children outside the immediate requirements of your coaching brief. Transport arrangements that result in you and a child being the sole occupants of a vehicle are to be at all times avoided.
- Likewise, at post activity functions you should be mindful of your role as an adult coach and not put yourself in a situation where you are the sole adult with a child or children taking refreshments outside the venue.
- E-mail correspondence must be directed to the parent in the first instance. If the parent does not have an email address then correspondence should be addressed to the parent at the child's email address. In situations where there is no team manager you should limit such correspondence to the transmission of information required to enable the child to attend the next activity and make every endeavour to ensure that e-mails are addressed to the parents. Do not use the rep email listings of members for any other purpose, including social or commercial purposes.
- Social networking sites and communication through them is to be avoided at all costs. If you have a personal site you should not allow minors to access your site. Be very mindful of what images and content appear on your site and you should not seek to contact your charges via their social networking sites.
- Telephone communication with children should be kept to a minimum; this includes text messages, and must be limited to game or practice logistics. It is recognized that in the fluid circumstances of games and training occasionally alterations to schedules arise, which can only be communicated in a timely manner by telephone or text messaging. Every effort should be made through competent organisation and foresight to keep these instances to an absolute minimum.
- In summary do not put yourself in a position where your integrity and good intentions could be misconstrued. In protecting all parties, we have a mutual obligation to manage our child protection and privacy obligations. The Board has asked that we be rigorous in monitoring and managing these obligations and act quickly in reviewing the involvement in the program of anyone who transgresses this directive.

To conclude, we congratulate you on your interest in the game, in seeking to improving your sports qualifications and wishing to impart knowledge to junior participants.

As an Association we can only grow through input from volunteers, people such as yourselves, and this communication is intended to ensure that through the ordinary discharge of your tasks you do not unwittingly become involved in a potentially damaging situation.

### **WORKING WITH CHILDREN CHECK**

**Coaches need to supply Tamworth Basketball with a Working with Children Check Number. If you don't already have one can you go to below link and apply for one.**

**<http://www.kidsguardian.nsw.gov.au/Working-with-children/working-with-children-check>**

**Once you are issued with a number please forward to:  
TAMWORTH BASKETBALL ASSOCIATION INC  
PO BOX 5023, SOUTH TAMWORTH NSW 2340  
TELEPHONE: 6762 2986**



# COACHES of REPRESENTATIVE PLAYERS

## CODE OF CONDUCT

- That you will abide by the policy and procedures of Tamworth Basketball Association and Basketball NSW sports rage guidelines.
- Your actions reflect on others, remember to be the Role Model for Basketball.
- Be reasonable in your demands on young player's time, energy and enthusiasm.
- Teach your players that the rules of the game are mutual agreements, which no one should evade or break.
- Whenever possible, group players according to age, height, skills and physical maturity.
- Avoid over-playing the talented players. The "just average" players need, and deserve equal time.
- Remember that children play for fun and enjoyment and the winning is only part of their motivation. Never ridicule children for making mistakes or losing a game.
- Ensure that equipment and facilities meet safety standards and are appropriate to the age and ability of the players.
- The scheduling and length of practice times and competition should take into account the maturity level of players.
- Develop team respect for the ability of opponents as well as for the judgment of officials and opposing coaches.
- Follow the advice of a physician when determining when an injured player is ready to recommence training or competition.
- Be aware of the role of the coach as an educator. As well as imparting knowledge and skills, promote desirable personal and social behaviors.
- Seek to keep abreast of changes in the sport, ensure that the information used is up to date, appropriate to the needs of players and takes account of the principles of growth and develop children.
- Direct, hostile or negative comments to opposition coaches or players is unacceptable. Furthermore, references made to "bait" opposition players or coaches is unacceptable.
- Coaches should not make comments of a personally insulting nature about opposition Coaches or players in a public forum.
- It is not acceptable to constantly beseech referees to make favourable calls on every play.
- It is hypocritical to admonish a referee for not allowing the game to flow only when calls go against your team.
- It is not acceptable for a Coach to make indirect comments towards referees that allocate blame or incompetence.
- It is inappropriate for coaches to enlist or incite the crowd against the referees.
- Unless it is a team's normal style to press defensively it is not appropriate to press weak teams.
- Duty of care.

**NOTE: Basketball NSW has in place a Zero Tolerance Policy for inappropriate behavior by coaches towards official. A breach of this code could result in up to a 12 month ban on attending events conducted by Basketball NSW & Tamworth Basketball**

# COACHES ETIQUETTE

- Profanity is unacceptable.
- Dress standards should be appropriate and project a positive image.
- Immediately prior to a game commencing, shake hands with the opposition coach.
- Immediately a game concludes both coaches should meet at the centre line to shake hands.
- Ensure score sheet is correct before games commences i.e. starting five players clearly marked and any player with glasses or contact lenses to have (G) or (CL) next to their name.
- Collect copy of score sheet from appropriate venue official.
- Complete the highlights of each game on the appropriate form for publicity. Make sure completed form handed to Administrator at earliest convenience.
- Acceptable behavior by all personnel on the team bench (i.e. Physios, Assistant Coaches and Managers) is the responsibility of the Head Coach.
- Only one team official at any time should approach the score bench. It is a BNSW rule that only one team official is to be standing on the bench.
- Time-outs in the last minute(s) of games by a team with an unassailable winning margin should be for tactical reasons only. If such a time-out is called for the purpose of substitutions, time-in should be called immediately. Therefore, “in your face”, time-outs are not acceptable behavior.
- Be registered with Tamworth Basketball Association.
- Ensure that your NCAS accreditation is up to date.
- Be aware of any venue problems that might affect your game and communicate these to the officials and venue personnel.
- Be prepared – have your training and season schedules in advance and documented.
- Always give clear and concise instructions that are not ambiguous and understood by all.
- Be aware of the playing conditions and ensure athletes, warm up, recover and have the appropriate amount of fluid to suit the playing conditions.
- Pay attention to the task at hand, don't be distracted.
- Ensure that all injuries are reported on the appropriate form and that the injury is reported to the player's home association's injury book.
- Be able to direct players and parents to the appropriate place to get information regarding Basketball NSW's insurance cover.
- Always be open to broadening your knowledge base by subscribing to coaching publications/courses offered by Basketball Australia, Basketball NSW and Tamworth Basketball Association.
- Visit the interactive 'Play by the Rules' website, [www.playbytherules.net.au](http://www.playbytherules.net.au), which offers guidelines, suggestions and case studies on coaching issues.

**It is a feature of today's litigious society that we all have to be aware of the consequences of our actions. If reckless or negligent we can expose ourselves to a legal liability that may not be supported by insurance agencies. Whilst your services are heartfelt by the organisations that you support, these services must be offered in a manner that reduces the risk not only to yourself but also to the sporting organisation you represent.**

## **Tamworth Basketball Association Incorporated**

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**The Tamworth Sports Dome**

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# TAMWORTH BASKETBALL ASSOCIATION

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## **REPRESENTATIVE COACH, ASSISTANT COACH MANAGER, SUPERVISOR & OFFICIAL AGREEMENT FORM**

I acknowledge that Tamworth Basketball Association retains the right to censure, fine, suspend or expel from Tamworth Basketball Association event or any event sanctioned by BNSW, any official (including but not only confined to, Head Coach, Assistant Coach, Manager, Assistant Manager, Referee, Referee's Supervisor, Court Supervisor, Medical Staff) who, being an appointed representative of Tamworth Basketball Association playing in a sanctioned Tamworth Basketball Association or Basketball NSW event:

- a) Willfully refuses, or neglects to comply with the reasonable instructions of Tamworth Basketball Association or Basketball NSW's delegated representative;
- b) Is guilty of any conduct which in the reasonable opinion of Tamworth Basketball Association is unbecoming of an Official or prejudicial to the interests, image, reputation or welfare of Tamworth Basketball Association or Basketball in general; or
- c) Makes statements in public which, in the reasonable opinion of Tamworth Basketball Association, are damaging to the interests, image, welfare or reputation of Tamworth Basketball, its staff and/or the Board.
- d) Complete the free on line Coaching Course provided by the Australian Sports Commission. Copy of certificate to be provided to the TBA Administrator.
- e) Attend Sports Psychology seminar to be organised by TBA. Details of dates and times to be advised.

I also acknowledge that I have made myself aware of the Tamworth Basketball Association's Coaches Code of Conduct, and I understand that as part of my agreeing to Coach, Assistant Coach, Manager, Assistant Manager, Referee, Referee's Supervisor, Court Supervisor or Medical Staff in a competition under the control of Tamworth Basketball Association, BNSW or NSW Country where there is a requirement that the Team Registration List that you signed this agreement in which you acknowledge that you have read the Basketball NSW policies applicable to representative basketball.



# FREE ONLINE TRAINING

The Beginning Coaching General Principles course has been developed to help coaches improve their basic coaching skills, particularly those coaches working with children.

A major benefit of the online course is that coaches can complete it in their own time. Thanks to a subsidy from the Australian Sports Commission, the outline of the course is initially available free of charge to Australian Coaches.

## **About the course**

The course contains five training modules that cover a range of general coaching topics, including:

- The role and responsibilities expected of a coach.
- Planning.
- Safety
- Working with parents
- Communication
- Group management
- Inclusive coaching practices

The course takes approximately six hours to complete, and there is an assessment included at the end of each module.

## **Becoming an Accredited Coach**

The Beginning Coaching General Principles course can provide the first step towards accreditation. Your national or state sporting organisation can provide more information on the sport-specific requirements to achieve accreditation as a coach.

Any coach who is interested in completing any accredited level, please contact the TBA administrator and leave your details and level requested to complete.

The on-line course can also be used as part of the training for coaches in the Australian Sports Commission After-school Communities program.

## **How to access the course**

The Beginning Coaching General Principles is available from the Australian Sports Commission's On-Line learning portal at [learning.ausport.gov.au](http://learning.ausport.gov.au)

**TBA has made this course compulsory for all coaches to complete during 2016. If you have any issues with accessing the online course, please contact TBA administrator and organise a time for assistance.**