



Coaching Responsibilities

Spirit League coaches represent the League each week to both athletes and families. They are valued and appreciated for their service and dedication. The following lists the basic responsibilities of both Head and Assistant Coaches for each sport. Where appropriate, tasks specific to the Head Coach are noted. All coaches are under the guidance of the League Athletic Director.

Game Day Responsibilities

Leading Athletes

- Meet with team, lead stretching, plan for day
- Outline practice drills and game strategy
- Discuss sportsmanship and how athletes can demonstrate that day
- Conduct brief end of game wrap up, meet with kids and parents
- Lead Spirit Bridge or High Five at the end play
- Assist Athletic Director in setting up field/court for their age division and in clean-up activities after game play

Safety

- Review safety guidelines prior to game day
- Review how to play safely with team on game day
- Prior to game, conduct field/court check for holes/debris, etc.

Emergencies

- Evaluate the severity of the injury with parent. If necessary, call 911
- Report injuries by completing an Incident Form (see Board Member on Duty or Athletic Director for form). Submit completed form to Athletic Director

Other Responsibilities

Rosters and Communication

- All Coaches will be given Team Rosters which includes contact information for each team member in addition to information from the parent to be shared with the Coach (i.e., player evaluation, note to Coach, etc.). This information should not be shared with other team members. Email communication should be sent via blind copy so contact information remains confidential.
- Communicate weekly with team families via email (Head Coach)
- The Roster will include emergency contact information for each athlete. This Roster should be brought to each game.

Team Mentors

- Team Mentors volunteer to support the needs of the Coach and Assistant Coach. The Coaches should provide them with specific directions regarding their responsibilities each day. In many cases, the Team Mentors are earning credits for school for their participation in Spirit League and can be a valuable tool for games and team spirit. Please be sure they are kept busy and know what to do each day. If there is an issue with a Team Mentor, please inform the Athletic Director or Board Member on Duty.

Equipment

- Equipment will be dispensed at the beginning of the season by the Athletic Director. The equipment remains the property of Spirit League and is the Coaches' responsibility until the end of the season. All equipment should be returned to the Athletic Director at the end of the season.

Game Cancellations

- Outdoor fields may be closed due to weather conditions or other unforeseen circumstances. The City of Laguna Niguel makes the final decision to close athletic fields. Notification of closed fields is posted on the City mud line by 8:00 am on the day of play. Games that need to be canceled due to weather or other unforeseen circumstances will be noted on the Spirit League message line at (714) 417-9553. When possible, an email will also be sent to families/coaches in advance informing them of the potential cancellation with directions to call the mud line below for confirmation. Coaches should monitor the mud line when there is the potential for field closure so they can assist the League in contacting their athletes.
- **Laguna Niguel Mud Line: (949) 362-4351, ext. 3**

Coach/Assistant Coach Missed Games

- When a Coach will miss a game, it is the responsibility of that Coach to contact the Athletic Director as soon as possible to arrange for additional coverage for their team. Parents of athletes should also be contacted as fill-ins.

Spirit League is a 501(c)(3) nonprofit organization. Tax ID# 20-1707223
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