

Wheaton Park District Youth Baseball

Travel Team Guidelines

The philosophy of the Wheaton Park District (“WPD”) Travel program, like its in-house program, is to have fun, improve your child’s knowledge of the game and continue to develop their baseball skills. It is paramount to the program’s success that the coaches, players and parents exhibit good sportsmanship at all times. It is our opinion, that focusing solely on wins and losses would be detrimental to the emotional growth and development of your child. The Travel Baseball Program is however competitive by nature, and requires a commitment by players, parents and coaching staffs.

WPD Baseball Program Overview:

The American Sport Effectiveness Program (ASEP) has been adopted for use by Wheaton Park District Youth Baseball/Softball Board of Control (“Board of Control”). The Wheaton Park District will fund ASEP and will advise all managers of their certification upon successful completion of the course. New managers are required to complete the certification within one year of entering the baseball program. ASEP managers will be given first priority in team assignments.

It is the responsibility of each manager or their replacement to see to the proper conduct of themselves, their coaches, players and team fans. Failure to carry out this responsibility may result in game forfeiture, and/or disciplinary action, including removal from the baseball program.

Any board member has the authority to immediately suspend from the program any person whose conduct is considered detrimental to the best interests of the program.

WPD Registration and Fees

The registration fee for Pure Travel shall be \$200, and for in-house travel \$150.

The Wheaton Park District will provide uniforms for the in-house travel teams and equipment for both in-house and pure travel teams. Pure travel teams shall be obligated to purchase their own team uniforms through a WPD approved vendor. The anticipated cost of the necessary travel uniform and incidentals is approximately \$200, and is due at the time of uniform fittings. A player who makes the same team the following year may use his uniform from the prior season, and not be obligated to purchase a new uniform. These are additional expenses which will be the sole responsible of the travel team participants.

The Wheaton Park District Youth Travel Program is open to those residents served by the Wheaton Park District and School District 200. Out of district residents may participate if they have been enrolled in the Wheaton Park District's In-house Baseball program the previous season and out of district fees will apply. All travel team players are required to register through the Wheaton Park District registration procedure.

All players selected for a pure or in-house travel team will be required to complete a registration form, waiver and pay all required fees prior to beginning practice. The Wheaton Park District will provide registration information to all parents/guardians at the initial parents meeting after the selection of the team(s), and the Coaches will be informed of the registration process and responsible for collecting and submitting all registration related documents and fees to the Wheaton Park District.

Pure travel teams play approximately 60 games, and in-house teams play approximately 20-25 games in addition to their 16 plus in-house games. Games will vary due to managerial commitments, weather, tournament availability and success. The Wheaton Park District shall provide 1 umpire for 15 home games for pure travel teams and 10 home games for In-house travel teams. Teams will be responsible for any umpire fees above those provided above.

The WPD shall contribute \$750 towards tournament play for all in-house baseball travel teams. Pure baseball travel teams shall receive \$785 **plus** entry into the program's Annual Red, White and Blue Tournament. If a team does not use its allotted funding, the balance will NOT be refunded to the team or its participants.

In accordance with amended Article VI of the WPD Bylaws entitled "Financial Policy" all travel baseball teams shall be allowed to independently raise funds through sponsorships and/or other fundraising efforts and activities in order to finance and otherwise offset the costs and expenses associated with their respective travel teams. Every effort should be made by these travel teams to NOT solicit or otherwise fundraise from existing and/or long standing Wheaton Park District in-house baseball and softball sponsors. A permitted exception will be if a sponsor's child moves from an in-house to a travel program. Amended and Approved by the WPDYBS Board on December 14, 2006.

MANAGER SELECTION

All travel team managers shall be selected by a committee consisting of the following WPD Board Members: the Commissioner, League President, Travel VP, League VP for the respective age group and WPD Administrator. All travel team manager selections shall be submitted to the WPD Board of Control for final approval.

All managers and coaches of travel teams shall be required to have a background check. This check will be done through the Illinois State Police Bureau of Identification, and is mandatory to be a coach in the WPD travel team program.

All managers **must** be ASEP certified.

Preference may be given to managers or coaches from the Wheaton Park District Baseball program due to their familiarity with the programs rules and regulations, and known managerial skills and prior experience in the WPD program.

After team selection the manager will hold a mandatory team meeting with parents to discuss costs of the program. The Travel VP and/or another designated Board Member may also attend. Managers will discuss team goals and project additional costs for tournaments, training, uniforms and travel expenses (hotel and food), if required. Coaches must obtain the prior consent of the Travel VP to participate in a fall league, and when they will begin off season workouts. In any case, no team or player shall participate in any practice or game without a current registration and waiver on file with the Wheaton Park District.

At the conclusion of the season, all managers shall be required to fill out a detailed evaluation form for each player on his team and submit the same to the Travel VP. All managers may also be required to complete a WPD evaluation form all team participants.

All managers shall be required to go through the selection process each year.

PLAYER SELECTION

Team selection will be determined by a tryout process on dates established by the WPD Board of Control. Selection is based upon a number of factors in addition to the tryout itself, including but not limited to prior travel experience, coaches' evaluations and prior commitment to the WPD baseball in-house and travel programs. There is a travel baseball only commitment throughout the baseball season (April – July) where you may not participate in any other travel sport during the same time period, or face suspension or release from the program.

Tryouts shall be conducted by the Travel Team Player Selection Committee for each league, and the committee may consist of the following Board Members: the Travel VP, respective League President, respective League VP, WPD Administrator or designated representative, and Manager, if selected. Additional Board of Control Members may be present to act as evaluators and assist as needed. In the event a Committee representative's child is trying out for a team the members of the Selection Committee, except the Manager, will appoint a substitute for that representative whose child is trying out.

Travel Players may ONLY tryout for ONE age group. A player's age eligibility is determined as of April 30th of the year of play. Students in high school are ineligible.

In-house Travel Players must tryout for the team representing the League they are registered in, or eligible to play due to their age. For example, a player may be registered for an in-house league that is appropriate for his grade at school, but too old to play travel. In that case, the player may tryout for the team at which he is age eligible.

Players wishing to be considered for a travel team but who are unable to attend any of the tryout dates must notify the Travel VP in advance of tryouts to be considered for the team. The Travel VP may in his sole discretion, submit that player's name for consideration to the selection committee, taking into consideration any factors known to the Travel VP to be pertinent to the situation, including the players abilities and prior participation at the travel level, if applicable.

All players who participate in the tryouts shall be notified by a representative of the selection Committee or provided with a means to ascertain the results of the selection process. The selection committee shall use its best efforts to complete the selection process within one week from the completion of the tryout. A list of the players selected to the travel team(s) and coaches' names will be placed on file with the WPD Recreation Department and the league administrator after the selection process is completed.

Unless the Travel VP approves otherwise, all travel teams will select 12 players.

PLAYING RULES

Playing Time: All players will play a minimum of two (2) innings per game and have at least one (1) at bat. Exceptions to this rule will be games cancelled due to weather, darkness or slaughter rule. Playing a specialty position allowed by a tournament such as Designated Hitter, Extra Hitter, or DEFO (Defensive Player) for a game also satisfies the playing time rule.

If this rule is not followed, the team manager may be subject to disciplinary action by the WPD Board of Control.

In-House Pitching Rules: All in-house travel teams shall follow the pitching rules published in their respective leagues' supplemental rules.

Pure Travel Pitching rules: All Pure travel team managers shall use their reasonable judgment in establishing pitching limits for his players. Any pitcher who pitches 7 or more innings on any given day shall not pitch at all the next day. The suggested weekly pitching limits are as follows:

A:	8 innings per week
AA:	10 innings per week
AAA:	14 innings per week
Majors:	14 innings per week
Pony:	16 innings per week

In-house conflicts: In the event of a conflict with a practice, game or event, an in-house travel player MUST always participate in the practice, game or event of his in-house team. In-house games and practices are given priority over ANY travel game, practice or event. There are no exceptions to this rule.

PLAYER DISCIPLINE

Players may be benched only for disciplinary reasons (un-sportsmanlike conduct). Legitimate school conflicts, advance notice of family conflicts, illness or family emergencies are not grounds for disciplinary action.

Disciplinary problems concerning missed practices/games should be discussed with players and parents and if not resolved, the Travel VP or League President should be consulted. Policy has been set that should a child miss any combination of three (3) practices or games due to an unexcused absence that the child may be subject to a two (2) game suspension. Any more than three (3) unexcused absences may result in dismissal from the team.

Disciplinary problems concerning inappropriate behavior by a player or a player's family member should be discussed with players and parents and if not resolved, the Travel VP or League President should be consulted. If the behavior persists, in spite of attempts to resolve the problem or behavior, the WPD Board of Control has the authority to remove the player from the team. Inappropriate behavior is defined to be a behavior that does not conform to the Wheaton Park District Sport League Ethics Code or the Character Counts program.

ALTERNATE CALL UP POLICY

There will be no alternates for either pure travel or in-house travel teams. When 10 or less rostered players are available for a game or tournament, a player or players may be called up with the consent of the Travel VP from the in-house program or from another travel team provided there is no conflict with the called up player's in-house or travel team to raise the roster to 11. A call-up player may not play more innings than a rostered player and must bat at the bottom of the order. A call-up player cannot pitch on a travel team without the prior consent of the Travel VP or his assistant.

If a player from a pure travel team drops off that roster prior to the in-house draft, the selection committee shall select the substitute player from a list of those players who appeared or registered for the tryouts. Once the in-house draft is concluded the pure travel team rosters are set for the year. Any player who drops off a travel team prior to the in-house draft shall be eligible for the in-house player draft. Players wishing to drop after the in-house draft may be eligible to get on a waiting list for the next available in-house team.

TOURNAMENT ENTRY FEES & INCIDENTAL EXPENDITURES

Tournament entry fees should be handled by the WPD Recreation Department. For auditing purposes, the WPD policy requires that all purchases, fees and services are to be made by WPD personnel. Managers will be issued WPD Travel Check Request forms to request checks for tournament entry fees or incidental expenses relating to the team.

When a team has exceeded its allowance (\$785 for pure travel and \$750 for in-house travel) a check may not be issued until additional fees are received by the WPD Recreation Department. The WPD reserves the right in its sole discretion to advance such tournament or incidental expenses requested by the team's manager, and then submit an invoice for timely payment to the team manager.

The WPD District Business Office has the capability of issuing checks on a weekly basis. In order to request a check, you must submit the necessary requisition form with your team name, age group, manager information and supporting tournament or incidental information with the cost clearly stated before any such check will be issued. Information sheets are acceptable, and necessary for us to process the check. If you have any questions, please call 630-668-3371. Please understand that the above is a WPD policy and must be followed.

CERTIFICATES OF INSURANCE

The WPD Risk Management Agency issues an updated certificate of insurance each year. All requested certificates will be forwarded to the manager and tournament contact person. Please allow five (5) days for certificates to be issued.

CODE OF CONDUCT

The Wheaton Park District Youth Baseball Board of Control has adopted the "Character Counts!" program and all managers, coaches, players and their parents will be required to sign program acceptance agreements (Codes of Conduct attached hereto).

ADDITIONAL REQUIREMENTS

The Wheaton Youth Baseball Policies and Procedures and By-Laws apply to all travel teams, both pure and in-house.

MISCELLANEOUS

Schedules shall be published as far in advance as possible, with the intent that players and parents shall be given sufficient notices as to changes in the schedule to avoid conflicts with other family events.

While school is in session travel teams are discouraged from playing double headers on a school night. Travel times and away game start times shall also be taken into consideration when scheduling games during the school week.

All Park District issued travel team equipment and uniforms must be returned to the park district in a timely manner as per the programs policy guidelines.

Umpires will be selected and scheduled by the Umpire Coordinator/Scheduler. The manager must decide if field and weather conditions permit a game to be started. If the manager and umpire-in-charge cannot agree, the umpire-in-charge or league official shall make that judgment. The managers should report a postponement immediately to the League Vice President and Umpire Coordinator. The league will reschedule games as necessary in the best interests of the program.

Field availability and times will be scheduled by the respective League and Travel VPs.

NOTE: In the interest of improving the Travel Program, the Board of Control may update these rules as deemed necessary.

Amended November 13, 2008

Wheaton Warriors Travel Baseball

Parents Code of Conduct

We ask all parents to adhere to the following code of conduct:

1. I will let the players play: Cheer them on when they do well, encourage them when they don't. Don't expect more than they can deliver, and most importantly, be a fan of everyone on the team, not just your own child.
2. I will communicate responsibly. If a problem needs to be discussed, I will wait 24 hours to request a meeting with the Manager to calmly discuss the issue. Any safety or health related item should be identified immediately. If a meeting with the Manager cannot be arranged in a timely manner, contact the Travel Vice-President to schedule a meeting. The Travel VP can also be included at the meeting with the Manager.
3. I will let the coaches' coach. Your child's coach deserves your cooperation and respect even if you disagree with how the team is managed. If you don't agree with the way the coach manages any aspect of a game or practice, discuss it personally with the coach. Waiting 24 hours to address your concern will facilitate a calm conversation on the issue. If a problem persists, bring it to the attention of the Travel VP and then the Wheaton Baseball/Softball Board of Control the Travel VP fails to correct the problem.
4. I will let the umpires umpire. I will accept the calls made by the umpire and understand that the Warriors Manager is the sole individual responsible for reviewing plays and rules with the umpire.
5. I will encourage my child to take ownership and be responsible for his baseball experience.
6. I will encourage my child to follow the Player Code of Conduct.
7. I will display good sportsmanship.
8. I will respect the facilities that we play in and I will assist in keeping them clean and safe.
9. I will positively encourage the players on the field. While baseball "chatter" is sometimes used during a game, loud obnoxious noises or screaming with the intent to rattle the opposing pitcher is prohibited. Intentional distractions, such as banging or rattling dugout fences will not be tolerated.
10. I will not bring or consume alcohol in any park facilities where any Warriors team is present.

11. I will not smoke or use any tobacco products in or around the playing field or Wheaton Park District property.

12. I will otherwise follow the WPD Youth Baseball Travel Guidelines.

I have read and understand the above Code of Conduct.

Parent or Guardian Signature

Date

Print Name

Parent or Guardian Signature

Date

Print Name

Revision Date: 7/31/2006

Wheaton Warriors Travel Baseball

Player Code of Conduct

We ask all players to follow the *Wheaton Warriors* Travel Baseball Code of Conduct.

1. I will learn the rules of the game and follow them.
2. I will be respectful of my teammates, all coaches, opponents, umpires and fans.
3. I will not challenge, dispute or criticize any call made by an umpire.
4. I will bring problems to the attention of the coach in private.
5. I will not criticize the players on either team or the fans supporting the team.
6. I will not use unsportsmanlike conduct during a practice or game.
7. I will not start a fight with another player, including teammates.
8. I will not use foul language at any time while representing the *Wheaton Warriors* Travel Baseball Organization.
9. Once the game begins, I will remain in the dugout unless I obtain permission from the coach to leave.
10. I will not eat in the dugout during the game unless I get permission from the coach.
11. I will notify my coach if I am unable to make a practice or game.
12. I will make sure I clean the dugout, gather all team equipment and collect my personal belongings at the end of each practice or game.
13. I will not talk when the coach is speaking and I will watch the coach during player instruction.
14. I will handle equipment with care to ensure the personal safety of me, my teammates, coaches, fans and other players on the field.
15. I will congratulate the opposing players, umpires and coaches at the end of each game win or lose.
16. I will wear my uniform with pride, wear a hat at all times, keep my jersey tucked in and keep my equipment in good clean condition.

17. I will play hard and work towards using the methods taught by the coaches.

18. I will remember that the goals of the game are to have fun, improve skills, develop discipline and learn how to play the game as a part of a team.

19. I will come prepared to all team activities and am responsible for getting to practice on time. This is my responsibility, not my parents' responsibility.

20. I will otherwise follow the WPD Youth Baseball Travel Guidelines.

We have read, discussed, understand this Code of Conduct and fully support it.

Player Signature

Date

Print name

Parents / Guardian Signature

Date

Print Name

Parents / Guardian Signature

Date

Print Name

Revision Date: 7/31/2006

WPD Head Coach/Assistant Coach Code of Conduct

The Head Coach and Assistant Coach(s) must recognize that they are representing the Wheaton Park District and its Youth Baseball (WPDYB) at all times. Statements made and the conduct of our Head Coach(s) and Assistant Coach(s) determine the reputation of our baseball program in the eyes of parents, players, spectators and visitors. Therefore, it is the responsibility of each Head Coach and Assistant Coach(s) to maintain the best interests of WPDYB at all times.

All Head Coaches and Assistant Coaches, as a condition to their selection and continued service as Head Coach and Assistant Coach, are expected to adhere to the following Code of Conduct:

Expectations:

1. Be open and understanding, show patience and have the capacity and willingness to work with young players. The Head Coach and Assistant Coach(s) must help their players understand that winning is secondary and giving their best effort is primary. When a Head Coach/Assistant Coach(s) is focusing on the effort a player puts forth, it will make the player more confident with their abilities. Be reasonable in your demands on the players and remember that the game is for them.
2. The Head Coach (or one Assistant Coach in the Head Coach's absence) is the only individual allowed to question an umpire's rule interpretation. If a Head Coach wishes to question the interpretation of a rule (not balls and strikes, safe or out) or needs to discuss a situation with the umpire, he/she must first ask for time out and, if granted, then shall discuss or question the call/situation in a courteous and calm manner.
3. Complaints and concerns about the management of the program and WPDYB should only be addressed in private with the Head Coach's/Assistant Coach(s)'s appropriate League Vice President.
4. Once the game begins, the Head Coach and Assistant Coach(s) must remain in the dugout at all times except when coaching a base, warming up a pitcher, batter or catcher or when time out is requested and granted for a conference with a pitcher, umpire or for an injury. Where allowed by League rules, Head Coaches and Assistant Coaches are allowed to be outside the dugout during the game to coach fielders.
5. Each Head Coach and Assistant Coach is expected to know the rules for his/her Age Group, including but not limited to pitching limitations, playing time, batting order, safety and position play.
6. In order to keep the baseball experience positive for the players, ideally each team during a game should have at least one Coach coordinating activities for the team.

7. Any violation of a Code of Conduct needs to be reported to the appropriate League Vice President.
8. If a Head Coach or Assistant Coach(s) chooses to consume any alcoholic beverage before an organized event, he/she should excuse themselves from the event to show your support for this Code of Conduct.
9. Any criticism of a player is to be “teaching oriented” and is to be directed towards the improvement of the player.
10. While baseball “chatter” is sometimes used during a game, loud obnoxious noises or screaming with the intent to rattle the opposing pitcher is prohibited. Intentional distractions, such as banging or rattling dugout fences will not be tolerated.
11. Any major disciplinary action needs to be reported to the appropriate League Vice President.
12. Do not leave players unattended after practices, games or scheduled events.
13. Be sure players adequately warm-up and warm down at every practice and game.
14. The Head Coach is responsible for WPDYB provided first aid kits and medical release forms to be present for all practices, games and other workout events. In the event the Head Coach is not available, he/she is responsible to ensure this is delegated to an Assistant Coach(s).
15. All items of conflict or concern, if not resolved through your efforts, should be reported to the appropriate League Vice President.
16. Head Coaches and Assistant Coaches are expected to set realistic start and end times for practice.

Conduct

1. Head Coaches and Assistant Coaches are to recognize that they hold positions of trust and responsibility and are role models for the players. Head Coaches and Assistant Coaches set examples for the players and need to conduct themselves accordingly.
 - Show good sportsmanship.
 - No abusive language and/or swearing.
 - No ridicule or harassment of umpires. No throwing of equipment and/or kicking of equipment or other items.

The following points will lead to an evaluation by the WPDYB Board for possible disciplinary action:

- No verbal abuse, ridicule or intimidation of a player on any team, of fans, or of other Coaches.
- No threats of physical abuse such as pushing, shoving or grabbing of shoulders or similar acts of discipline.
- No use of alcohol at, before or during any games, practices or trips to workout facilities.
- No use of tobacco products in the dug out or near the playing field.

2. The Head Coach is ultimately responsible to ensure the players, players' parents/guardians and Assistant Coach(s) adhere to the Codes of Conduct.

3. In the event a player should require more than minor disciplinary action, such action should be taken in private with the player.

I have read and understand this Code of Conduct and fully, unequivocally support it, its intent and its essence. If it is determined by the Board of WPDYB that my conduct violated either the letter or the spirit of this Code of Conduct or the WPD Supplemental Baseball rules to which this Code is a part of, I understand that I may be relieved from participating in WPDYB programs.

Signature

Date

Print Name