



*Parks Recreation*  
**COACH'S  
PACKET**





City of League City  
Parks & Cultural Services  
Recreation Division  
Hometown Heroes Park  
1001 E. League City Pkwy  
League City, TX 77573

Coaches and Assistant Coaches,

Thank you very much for taking the time to coach a team for one of City of League City's recreational programs. Please complete and return the attached form(s). Forms can be filled out electronically and emailed back or be brought in to Hometown Heroes Park. It is required for each coach or assistant coach to participate in our programs.

- [Online Application](#)- click on hyperlink to take you to application
- You can also find the link at  
<https://bib.com/nrpa/City-of-League-City/NRPA-Volunteer-Start>
- Coach Information Sheet
- Coach Code of Conduct Contract
- Coach Signature Form

If you have any questions, concerns, or issues, please contact us at any time during the season:

#### Parks Recreation Athletic Staff

**Patrick Murphy**

Recreation Specialist – Athletics  
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**Katrina Beecher**

Recreation Specialist- Youth Programs  
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**Tara Dahl-Campbell**

Recreation Supervisor  
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**Kenny Walsh**

Recreation Superintendent  
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## COACH INFORMATION SHEET

NAME: \_\_\_\_\_ HEAD \_\_\_\_\_ ASSISTANT \_\_\_\_\_

ACTIVITY/SPORT: \_\_\_\_\_ AGE DIVISION: \_\_\_\_\_ Boys or Girls: \_\_\_\_\_  
Basketball Only

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

E-MAIL: \_\_\_\_\_

PHONE #1: \_\_\_\_\_ TEXT: Yes \_\_\_ No \_\_\_

PHONE #2: \_\_\_\_\_ TEXT: Yes \_\_\_ No \_\_\_

ANY TIME/DATE CONFLICTS: \_\_\_\_\_

PRACTICE TIMES: 1<sup>st</sup> CHOICE (DAY) \_\_\_\_\_ (TIME) \_\_\_\_\_ (LOCATION) \_\_\_\_\_

2<sup>nd</sup> CHOICE (DAY) \_\_\_\_\_ (TIME) \_\_\_\_\_ (LOCATION) \_\_\_\_\_

3<sup>rd</sup> CHOICE (DAY) \_\_\_\_\_ (TIME) \_\_\_\_\_ (LOCATION) \_\_\_\_\_

TEAM COLOR: 1<sup>st</sup> CHOICE \_\_\_\_\_ 2<sup>nd</sup> CHOICE \_\_\_\_\_ 3<sup>rd</sup> CHOICE \_\_\_\_\_

YEARS COACHING FOR LEAGUE CITY PARKS & RECREATION DEPARTMENT: \_\_\_\_\_



City of League City  
Parks Recreation Department

**Coach Code of Conduct Contract**

Youth athletic sports program play an important role in promoting the physical, social and emotional development of children. It is therefore essential for parents, coaches and youth athletes to embrace the values of good sportsmanship. Moreover, adults involved in youth sports events should be models of good sportsmanship and lead by example by demonstrating fairness, respect, and self-control.

**I, Coach, will;**

- Use positive coaching methods which provide an enjoyable experience for my players, increase their self-esteem and foster in them a true sense of enjoyment of the sport in which they are engaged.
- Not ridicule or yell at players for any reason.
- Treat officials with respect and dignity and instruct my players and parents to do the same.
- Treat opposing coaches and their players with respect and dignity and encourage my players and parents to do the same.
- Observe all player participation rules and strive to make each player feel valuable to the team regardless of any physical or development limitations he/she may have.
- Teach the principles of fair play and sportsmanship to my players and model these principles for them at all times.
- Commit to learn the rules of the game and teach those rules to my players and their parents to the best of my understanding.
- Agree to support and work my assigned team throughout the designated season.
- Understand that the all players need and deserve equal play time.
- Agree to hold regular practices and show up to scheduled games.
- Show concern and caution toward sick and injured players and immediately inform parents of sickness/injury.
- Refrain from all manners of abuse and harassment; including but not limited to verbal, physical, emotional or sexual.
- Refrain from using/inhibiting any illegal substances, tobacco products, and/or alcohol in the presence of my players.
- Encourage safe play at all times and report any unsafe playing conditions.
- Report any conduct that violates this code which adversely affects the positive family-friendly environment of the League City Parks Recreation Programs.
- Conduct myself in a manner that would be an example and a role model to the youth.

I hereby acknowledge, I, Coach have read the League City Parks Recreation Code of Conduct and agree to adhere to the stated expectations, philosophies and guidelines. I understand that non-compliance could lead to removal from my coaching responsibilities.

COACH (please print): \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

City of League City

Criminal Background Check Policy and Guidelines

**Policy Statement**

In order to ensure the safety and well-being of the participants of the City of League City programs, the City reserves the right to disqualify or restrict the duties of any person who has been convicted of certain crimes; who has pled guilty or no contest to certain crimes; who has been placed on probation or deferred adjudication for certain crimes and/or who resides on the same premises as a registered sex offender.

The criminal background search is one component of the City's volunteer coach procedure, the goal of which is to screen prospective volunteers and place capable and qualified adults in all coaching positions. Prospective City volunteer coaches must complete and sign a form authorizing the City or its agents to conduct a criminal background search. Without a completed and signed authorization form, a person cannot serve in or be appointed to a City volunteer coach position with the City. The City will conduct a criminal background search on all, but not limited to:

- Prospective coach/managers and any other adult volunteers who work directly with youth in a leadership capacity

The City's primary concern is always to safeguard the safety and best interests of its participants. The criminal offenses that will disqualify a person from volunteer participation with the City, as well as the process used to determine disqualification are detailed below. As a general matter, the decision whether to exclude altogether or limit a prospective volunteer's participation with the City is exclusively within the discretion of the City. Factors to be considered by the City in making such determinations include, but are not limited to, the nature and severity of the criminal conduct, and the length of time since the criminal conduct occurred.

### **Criminal Background Check Procedure**

- 1. Application and Authorization Form.** Volunteers must complete and sign a Volunteer Application which provides reference information and authorization for the City or its agents to search the records of the Texas Department of Public Safety or other reporting agencies in order to ascertain the applicant's criminal history record.
- 2. Accuracy of Application and Authorization Form.** Providing false information on the application, including driver's license number, Social Security number and date of birth, is grounds for automatic exclusion from participation with the City, regardless of the result of the criminal background search.
- 3. Challenging the Accuracy of the Criminal Background Record.** Any applicant who disputes or desires to contest the information provided by the Texas Department of Public Safety (DPS) must file a written notice with the City within 10 days of being notified that his or her application for volunteer participation has been denied. In accordance with applicable provisions of Texas law, the volunteer will have an opportunity to review the Criminal History, but will not be allowed to keep or photocopy the criminal history record transcript. It is the applicant's responsibility to challenge the report received from the DPS and to arrange for any corrections, if necessary.

The City has no control over the information maintained by the DPS, or other reporting agencies. The City cannot be liable to any person or entity for the information provided by the DPS or other reporting agencies to the City or its agents, or for any actions taken by the City in reliance on such information. The City is entitled to and shall rely upon the information contained in the criminal history report until such time as a corrected criminal history transcript has been provided. Even if an applicant submits corrected criminal background information, the City retains exclusive discretion to exclude or limit an applicant's participation.

**Disqualification from Volunteer Participation**

The following rules shall apply if the City learns (via a criminal background search or otherwise) that a prospective volunteer has been convicted of, has pled guilty to, has received deferred adjudication for, or has pled no contest to one of the following crimes under the laws of the State of Texas, another State or the United States:

**Automatic Disqualification:**

- Crimes against children
- Misdemeanor or felony offenses against persons
- Misdemeanor or felony offenses against the family
- Crimes defined as public indecency
- Crimes involving the use of weapons
- Arson
- Any violent crime or drug-related offense with a grade higher than misdemeanor "C".
- Any violent crime or drug-related offense with a grade of misdemeanor "C" within the last 10 years
- Residing on same premises as a Registered Sex Offender  
Any adult living on the premises with a registered sex offender may participate only as a parent.
  
- A first offense DWI or DUI within the last 5 years
- Disorderly conduct within the last 3 years
- Harassment within the last 5 years
- Any sexual offense
- Any offenses with the grade of felony

**Other:**

For all other criminal offenses (except traffic violations classified as Class C misdemeanors), the City shall review the applicant's situation on a case-by-case basis. The decision whether to allow service shall be within the absolute discretion of the City.

If a person is charged with any criminal offense, other than traffic violations classified as Class C misdemeanors, involvement with the City as a volunteer will be temporarily suspended pending disposition of the case.

**Confidentiality:** The City will maintain the confidentiality of all criminal background search information, including information regarding disqualification decisions.



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2105 Dickinson Ave.  
League City, TX 77573

COACH NAME: \_\_\_\_\_ (PRINTED)

**COACHES**

➤ *I have filled out an application online. [Online Application](#) - click on hyperlink to take you to application*

\*If you have any questions regarding how to fill out the application, please call 281-554-1180 and someone can help walk you through the form.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

If you have not coached within the last year or are unsure of when your background check will expire, or have any questions regarding coaching please contact a member of the Parks Recreation Athletic Staff

Thank you.