

MEMORANDUM FOR: Child, Youth and School (CYS) Services Coordinators, Directors, Staff and Volunteers

SUBJECT: Installation Management Command (IMCOM)-Europe Region Child, Youth and School (CYS) Services Sports and Fitness (SF) Program

1. References:
 - a. Public Law 104-106 National Defense Authorization Act for Fiscal Year 1996, 10 February 1996
 - b. Department of Defense Instruction 6060.4, Department of Defense (DoD) Youth Programs (YP), 23 August 2004
 - c. AR 215-1, Military, Morale, Welfare, and Recreation Programs and Non-Appropriated Fund Instrumentalities, 24 September 2010
 - d. AR 608-10, Child Development Services, 15 July 1997
 - e. AR 608-18, The Army Family Advocacy Program, 13 September 2011
 - f. AER 608-10-1, IMCOM-Europe Child, Youth and School Services, 26 June 2014
 - g. Child, Youth and School (CYS) Services, Operations Manual, 2015 Version
 - h. Army CYS Services, Sports and Fitness Director's Handbook, Version One, 2008
 - i. Army in Europe Child-Supervision Guidance, 1 June 2012
 - j. National Standards for Youth Sports, Compiled by National Alliance for Youth Sports, 2008
 - k. Centers for Disease Control and Prevention, Injury Prevention and Control: Traumatic Brain Injury
2. The enclosure prescribes IMCOM-Europe Region standard operating procedures for Child, Youth and School (CYS) Services, Sports and Fitness (SF) Programs.
3. The POC for this document is Mr. Jeff Carpenter DSN (314) 544-9397, jeffrey.l.carpenter.naf@mail.mil.

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SECTION I - GENERAL

1. GENERAL:

- a. This document establishes requirements and procedures for the IMCOM-Europe Region, Child, Youth and School (CYS) Services, Sports and Fitness (SF) Program.
- b. This document must be used in conjunction with the most current guidance listed in paragraph 2, References (below).
- c. This document applies to all employees, contractors, coaches, and volunteers working in IMCOM-Europe CYS Services programs, and children/youth enrolled in IMCOM-Europe Region CYS Services programs.
- d. The proponent of this document is IMCOM-Europe (IMEU-MWD-C, DSN 544-9397). Users may suggest improvements to this document by sending DA Form 2028 to IMCOM-Europe (IMEU-MWD-C), G9, Unit 29064, APO AE 09136.

2. REFERENCES:

- a. Public Law 104-106 National Defense Authorization Act for Fiscal Year 1996, 10 February 1996
- b. Department of Defense Instruction 6060.4, Department of Defense (DoD) Youth Programs (YP), 23 August 2004
- c. AR 215-1, Military, Morale, Welfare, and Recreation Programs and Non-appropriated Fund Instrumentalities, 24 September 2010
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3. **PURPOSE:** To provide requirements for the operation of Sports and Fitness programs in CYS Services.

4. **APPLICABILITY:** To all personnel involved with the CYS Services Sports and Fitness Programs in IMCOM-Europe.

SECTION II – GUIDELINES

1. ELIGIBILITY:

- a. CYS Services will maintain a focus on providing sports and fitness programs that are recreational, maximize participation, and concentrate on the practice and development of skill in a recreation environment.
- b. Family members (ages 3 to 18 years) of active duty military, retired military, or civilian employees assigned, attached, or residing in the IMCOM-Europe serving areas who have properly registered with CYS Services.
- c. Prior to a participant being placed on a team, the participant must be registered, enrolled, and possess a current CYS Services Sports Health Assessment/Sports Physical.
- d. When sufficient players are enrolled to create two or more teams, skill assessments shall be conducted to determine player skill level. A player draft will be conducted to create balanced teams.
- e. Family members who arrive after the current sport season enrollment period must provide a copy of the sponsor's Permanent Change of Station (PCS) orders to authorize enrollment on a space available basis. These youth will be placed on team rosters and allowed to play the remainder of the season to include post-season play. Spaces will not be reserved on team rosters for incoming families, but will be filled through attrition with incoming family members impacted by PCS, otherwise skill assessments and player drafts outcomes will not be effective to create balanced teams.
- f. In most cases, the oldest players of each age group may "play up" in the next older age group. The requirements to "move a player up" one year may be accomplished in most sports. Written permission from the parent/guardian and an assessment conducted by the SF Director addressing developmental characteristics are required for age waivers. For players in the Junior Division, the player's age waiver must be validated by the CYS Services Coordinator. Age waivers are not authorized in some sports e.g. wrestling and track and field. Refer to the specific sport guidance herein, and then the governing body rules. It will be at the SF Director's discretion and judgment to grant age waivers for any participants.
- g. Players are not permitted to play down an age group or weight class without a special requirement or need certified by a physician and found to be reasonably accommodated. Placement of special needs youth in the Sports and Fitness Program shall be approved by the Special Needs Policies/Multi-disciplinary Inclusion Action Team (MIAT).
- h. Team coaches will be informed of players with age waivers, special needs, or with adaptive requirements. Staff, volunteers, and coaches with the need-to-know shall be briefed and trained on specific needs, triggers, inclusion techniques and tactics.
- i. A player who has played in more than one game in one age group during a sport season may not move down to the next division during the same season.
- j. Once eligibility has been determined, age and weight guidelines contained herein are the basis for determining the division in which participants will play.

- k. Creating combined, select, travel, tournament or “all-star” teams is not permitted. Garrison teams will not be combined for participation in region tournaments. Players may not be added to season rosters after the midpoint of the season. Mid-season rosters in the Junior Division will be provided to respective tournament directors and the IMCOM-Europe Region CYS Services POC.
- l. Youth may not participate in CYS Services sports and Department of Defense Dependent Schools (DoDDS) Europe sports simultaneously during the same season and the same sport. When youth are listed on a DoDDS Europe sports roster or scorebook, they are ineligible for the same sport/season offered by CYS Services. Sports directors will coordinate cut dates with their local DoDDS Athletic Director to reduce youth being cut from DoDDS and not being eligible for CYS Services.
- m. To be an eligible team member for post season play, participants must attend practices, is a member of a CYS Services team for the specified sport for at least 50% of the regular season, and included on the SF Program mid-season roster submitted to the IMCOM-Europe Region CYS Services POC.
- n. CYS Services SF programs shall survey and assess the selection of sports and levels of competition to ensure programs offered effectively accommodate the interests and abilities of members of both sexes.

2. SPORTS PROGRAM ASSIGNMENTS:

- a. Only designated CYS Services SF staff shall assign players to a team, program or competition. Coaches and volunteers are not authorized to register or assign players to a team. Assigning a participant to a team roster without proper approval will result in team disqualification and forfeiture of all games played with the ineligible player in post-season play. Coaches who intentionally place ineligible players in CYS Services contests may be removed. All children, youth and parents wishing to participate in a CYS Services program will be referred to CYS Services for registration and enrollment information. Youth shall be registered in CYS Services Sports at the sponsors’ assignment location. Special cases can be reviewed on a case by case basis; however both CYS Services Coordinators must approve youth to register outside the sponsors’ assignment area of responsibility. Roster sizes will be maintained in accordance with (IAW) the enclosed guidance on rosters.

b. Divisions / Program and Age Group Chart:

Division	Age Group #1	or	Age Group #2
Infant and Toddler (I/T)	0-2		0-2
Preschool (PS)	3-4		3-4
Peewee (PW)	5-6		5-6
Minor	7-8		7-9
Major	9-10		None
Bantam	11-12		10-12
Junior	13-15		13-15
Senior	16-18		16-18
Programs with special requirements:			
Tackle Football	See weight/age requirements		
Wrestling	See weight/age requirements		

Note: Ages are determined by using the age cut off/age determination date for each season.

Age determination is validated every season to keep youth in developmentally appropriate programs.

The aforementioned age divisions are based on the National Alliance for Youth Sports (NAYS) 2008 Organizational Standards, and Child, Youth and School (CYS) Services Operations Manual. In the event that a CYS Services Sports Program cannot field adequate players the oldest players may be moved up to increase the amount of participants to support a team. Dependent upon Garrison size and population, program has the option to utilize either Age Group 1 or Age Group 2 to accommodate the needs of the community. Age cut-off dates are applicable to the following sports seasons: Fall Sports – 15 Nov; Winter Sports – 15 Mar; Spring Sports – 15 Jun.

Note: If a program has inadequate registrations, the program can be operated in a clinic format.

3. GAMES AND PRACTICES:

- a. League and game schedules shall be determined by participating Garrisons. Seasonal scheduled meetings should be coordinated to determine league and game schedules among all participating garrisons. Other items considered in game scheduling are the balance of home and away games, school schedules, holiday and training calendars, time of year (weather), field and court availability, travel distances, and post season tournament schedules. Schedules shall be coordinated with schools, school liaison officer and garrison calendars prior to publishing. All efforts will be made to de-conflict major academic events, i.e. testing.
- b. The local SF Director is responsible for the scheduling of equitable practices and games. SF Directors will produce “smart books” or season binders for each sports program. Copies of the “smart book” will be maintained by staff responsible for monitoring sports programs. At minimum “smart books” will contain league rules, team rosters, emergency contact information, and practice and game schedules. Coaches and volunteers shall not arrange nor schedule games or contests without the approval of the SF Director. Contests, bouts, games, and scrimmages shall be approved by the SF director in advance.

- c. Game schedules may not be adjusted or changed without prior approval from the local SF Director and must be conducted IAW the following limitations:

Division	Suggested Practice Durations
Infant and Toddler (I/T)	Not Applicable
Preschool (PS)*	Once per week, 30-45 minutes per practice maximum
Peewee (PW)*	Once per week, 45-60 minutes per practice maximum
Minor*	Twice per week, 1 hours per practice maximum
Major	Twice per week, 1 hours per practice maximum
Bantam	Twice per week, 1.5 hours per practice maximum
Junior	Determined locally by the SF Director
*Parents/guardians must be present at programs for youth in the PS, PW, Minor, and Bantam Divisions. A practice is considered a gathering of children/youth with a coach. Practices are limited to available field or court space/availability. Practice time duration will be determined by space availability locally.	

- d. Preschool (PS), Peewee (PW), Minor, Major, Bantam, and Junior Divisions are recreational programs to develop skills and permit all youth to participate regardless of skill level or experience. All efforts should be made to keep the programs local and for the youth not to travel. When inadequate youth register for a sport, a skill development clinic should be offered for youth participation in an alternate program design.
- e. Bantam and Junior Division teams may travel and play within the IMCOM-Europe footprint. Garrisons not declaring adequate teams in a division may need to schedule away games in the Bantam Division, or change the program design and provide a sports development clinic as an alternative. All other age divisions requesting to travel will require an exception to policy from IMCOM-E Region Sports Program Manager.
- f. Although game time is forfeiture time, efforts shall be made to play scheduled games, e.g. calling the coach on status of arrival, confirming status with SF Director, providing adequate time, within reason, for the team to arrive.
- g. Due to unforeseen circumstances game time extensions may be made at the discretion of the SF Director or CYS Services management assigned to the game site.
- h. Coaches of traveling teams will notify the onsite SF Director of extenuating circumstances affecting arrival time NLT 30 minutes prior to game time.
- i. Participants will report no earlier than 10 minutes prior to scheduled practice time. Practice will occupy only the team's designated court/field space. Participants are not to stay after practice (neither indoor nor outdoor areas of the facilities). ie., Reference the Home Alone Policy.
- j. The garrison SF Director responsible for sending traveling teams shall contact the "home" or hosting community NLT close of business (c.o.b.) Thursday the week of, to confirm program time, site, directions, teams and emergency contact numbers.

- k. SF Directors shall recruit and organize a coed coaching staff for coed teams wherever possible. SF Directors shall coordinate the supervision of teams traveling on overnight excursions to ensure adequate supervision of both genders. Overnight trips and travel for youth in the Major Division and younger is not recommended. Exception to policy required for younger divisions traveling outside the local commuting area.
 - l. Adequate and functional communication devices, e.g. cell phones must be available at practices and game sites to contact emergency services.
4. **GOVERNING BODIES:** The following are the governing sports bodies used by IMCOM-Europe Region CYS Services for all games and practices. (Not all Optional Programs are listed.)

Program	Governing Program Rules
Archery	The National Archery in the Schools Program
Baseball	Little League (LL)
Basketball	National Federation of State High School (NFHS) Associations
Bowling	U.S. Bowling Congress
Cheerleading	National Cheerleading Association Safety Guidelines (NCASG)
Cross Country	NFHS
Dodgeball	North American Dodgeball Association (NADA)
Flag Football	National Intramural-Recreational Sports Association (NIRSA)
Golf	NFHS
Soccer	Federal International Football Association (FIFA) and United States Soccer Federation
Softball	LL
Tackle Football	NFHS
Tennis	NFHS
Track and Field	NFHS
Volleyball	NFHS
Wall Climbing	Association for Challenge Course Technology (ACCT) or equivalent Local National Organization, e.g. Deutsche Alpen Verein (DAV)
Wrestling	NFHS
IMCOM-Europe Region CYS Services language, additions, rule modifications and exceptions supersede governing body rules and requirements.	

5. **SPORTS AND FITNESS PROGRAM DESIGN:** CYS Services Sports and Fitness programs will offer, at a minimum, the following IAW the national governing body standards and modifications mentioned herein.
- a. Three (3) baseline team sports, such as soccer, baseball or T-ball, and basketball, and two (2) locally selected team sport options, such as softball, hockey, swimming, dodge ball, bowling, double-dutch, flag football, tackle football, cheerleading, volleyball, water polo, team handball, etc.

- b. Three (3) locally selected individual sports, such as tennis, golf, in-line skating, wrestling, swimming, skiing/snowboarding, archery, etc.
- c. Three (3) locally selected fitness and health, nutrition education/counseling and health promotion activities/events, such as aerobics, swimming laps, weight-lifting, biking, fitness trails, challenge courses, walking, jogging, hiking, etc.
- d. Outreach programming will include intramural sports for School Age (SAC) and Youth Centers (YC), motor skill activities for Child Development Center (CDC) and Family Child Care (FCC) programs, and skill-building clinics for SAC and YC programs. These activities will be conducted by the SF staff that will facilitate and mentor the staff in these programs to perpetuate sports and fitness programming. SF staff will use the CYS Services Sports and Fitness Activity Plan located in Appendix I of this document to plan, implement and evaluate SF activities. Additionally, community functions and MWR Partnerships (e.g., golf or bowling) shall be supported, i.e. at least one additional activity, such as pick-up sports with Youth Programs, Special Olympics, or outdoor adventure experiences.
- e. Schools of Knowledge, Inspiration, Exploration and Skills (SKIES)*Unlimited*, structured consultation or instruction in which children or youth learn new skills as part of SKIES*Unlimited* sports-related clinics must occur under the auspices of the CYS Services SF Program and IAW that sport's governing body rules.
- f. CYS Services SF Programs shall be designed to facilitate positive emotional, physical, social and educational well-being of children in a developmentally appropriate setting. The IMCOM-Europe Region SF Program shall be organized as a recreational program focused on maximum participation. The program shall focus on teaching positive nutritional, fitness, sports skills, and attaining positive competencies in sports and fitness for lifelong enjoyment. Sports programs are prohibited from offering sports programs that are designed to intentionally injure children/youth or for youth to intentionally injure a competitor, e.g. strangle or damage the windpipe. (Consolidate with letter a.)

6. PLAYER PARTICIPATION:

- a. The intent of player participation rules in the SF program are to provide youth with an equal opportunity to participate in at least 50% of each game. Exceptions annotated in specific sport table (pg. 11, section f.)
- b. Exceptions to the player participation rules are specific participation requirements contained herein, e.g., a player who is physically or emotionally unable to play the required amount of time designated by the sport, or a player who has been removed from a game (e.g. ejected from the game.) It is the responsibility of the coach to report exceptions to the player participation requirements immediately to the opposing coach and the SF Director or Sports Official. If a player leaves a game due to injury or exhaustion, the player may reenter the game without penalty. The reentry must be coordinated and not misused. If a concussion or serious injury is suspected an AER Form 608-10-1B, Child, Youth, and School Services Child Illness/Injury Readmission Record is required for the player prior to reentering the game, practice, or program. The sports

director has the responsibility to ensure that the player has met minimum practice requirements.

- c. A player or coach ejected during a game is not eligible to play in the next scheduled game, during both regular season and tournament play. Accumulated yellow cards are not assessed in post season play. When a player is ejected from a game, the opposing team shall not match, nor contribute players to the amount of players on the opposing team due to an ejection of a player, e.g. a red card in soccer. Coaches, volunteers, and sports directors are not authorized to change the ejection rules in regular or post season play. Game schedules shall not be modified to add games to change player eligibility. Games shall not be added to schedules to accommodate ejected players or coaches' ability to participate in post season play, i.e. creation of a weekday game for a player or coach to qualify for weekend play.
- d. Coaches have the responsibility to ensure minimum participation. Failing to meet minimum participation requirements shall result in the forfeiture of the game (league and/or tournament). CYS Services employees shall implement preventative steps to assist the adherence to minimum participation requirements.
- e. When a team is present at game time with an inadequate number of players to field the team, the opponent team shall provide players to the opponent during regular season play; however key positions such as the pitcher and goalie shall not be played by an opposing player. During the regular season, teams shall not be penalized for not fielding the minimum number of players, e.g. charging an out for failing to field adequate players at the start of the game.
- f. Participation Requirements Reference Table:

Program	Participation Reference Table – Recreational Team Sports Program
All Sports including: Basketball Soccer Basketball Soccer Football	The intent is equal participation for all participants. Preschool (Every player will play 50% of the game) Peewee (Every player will play 50% of the game) Minors (Every player will play 50% of the game) Major (Every player will play 50% of the game) Bantam (See specific sport sections with special participation rules) Junior (See specific sport sections with special participation rules)
Flag Football	The coach will set up 7 players for offense and 7 players for defense to ensure maximum participation. Substitution is free. The intent is that all players will have the opportunity to participate in at least 50% of the game.
Baseball Softball	In PS, PW, Minors, & Majors, players will participate at least 50% of the game. Everyone bats and everyone plays in the field. After six runs, ten batters or the third out, the inning is over. See sport specific section on Baseball/Softball for Bantam & Juniors.
Tackle Football	The coach will set up 9 or 11 players for offense and 9 or 11 players for defense to ensure maximum participation. Substitution is free. All players must play a minimum of 8 plays from scrimmage.

Individual Programs	The intent is equal participation with at least 50% of the game. See specific sport for special participation rules. If it's individual no percentage is needed!
NOTE:	Teams may only play/scrimmage other teams within the same age bracket. All wrestling meets and tackle football games must be approved by the respective SF Directors prior to game time.

g. Roster Size Reference Table. The following roster sizes will be administered in the IMCOM-Europe Region CYS Services Program:

Program	Recommended Roster Size: Minimum and Maximum
Baseball	Minimum nine (9) players and maximum sixteen (16)
Tee Ball	Minimum six (6) players and maximum twelve (12)
Basketball	Minimum five (5) players and maximum twelve (12)*
Soccer	11v11-Minimum seven (7) players and maximum twenty-two (22) 9v9- (7) & (18) 7v7- (7) & (14)
Flag Football (7 Player)	Maximum fourteen (14)*
Tackle Football	9 Player – Minimum fifteen (15) and maximum twenty-three (23)* Eighteen (18) recommended for maximum participation requirements
Tackle Football	11 Player - Minimum fifteen (15) and maximum (30)* Twenty-two (22) recommended for maximum participation requirements
*NOTE: The intent is equal participation with at least 50% game time. SF Directors will manage team roster sizes to accommodate for participation requirements. Junior Division for basketball not to exceed 12. Exceptions to roster size must be approved through IMCOM-E Sports Program Manager. Additional rule modifications will be made to accommodate players beyond the max number.	

7. SCORES: Scores shall not be kept or posted in the PS, PW, Minor, and Major Divisions. Scores in the Bantam and Junior Division's will be kept by game officials. No league standings will be kept in any divisions. Playing overtime, extra innings and the accumulation of points or standings will only administered in post season play for the Junior Division. (*Exception to the rule applied to wrestling)
8. CONDUCT: The SF Director has the responsibility for the CYS Services SF Program. The program will adhere to the CYS Services Code of Conduct, Army Values and National Alliance for Youth Sports (NAYS) National Standards for Youth Sports and Code of Ethics for all (i.e., staff, coaches, participants, parents, officials and spectators). Staff, volunteers, officials and players will emphasize good character to all. Profanity and unsportsmanlike conduct will not be tolerated.

CYS Services Code of Conduct:

- Understand, appreciate and abide by the rules of the game.
- Respect the integrity and judgment of game officials and CYS Services staff.
- Respect your opponent and congratulate them in a courteous manner following each match whether in victory or defeat.
- Be responsible for your actions and maintain self-control.
- Do not taunt or bait opponents and refrain from using foul or abusive language.

Army Values

- Loyalty - Bear true faith and allegiance to the U.S. Constitution, the Army, your unit and other Soldiers.
- Duty - Fulfill your obligations.
- Respect - Treat people as they should be treated.
- Selfless Service - Put the welfare of the nation, the Army and your subordinates before your own.
- **Honor** - Live up to Army values.
- **Integrity** - Do what's right, legally and morally.
- **Personal Courage** - Face fear, danger or adversity (physical or moral).

9. VIOLATIONS:

- a. Disciplinary actions will be managed IAW IMCOM-Europe and garrison policies.
- b. The use of tobacco products (to include electric and smokeless products), alcoholic beverages, or illegal drugs by coaches, participants, volunteers, CYS Services staff, officials, or spectators at any CYS Services facility or function, to include parking lots, is prohibited at all practices, games and CYS Services sponsored events. Failure to adhere to this policy will result in removal from the SF Program facilities and/or fields. Military Police may be called to help control the situation as needed.
- c. Animals or pets are not permitted on the playing fields or facilities except for Service Animals.
- d. Consideration for violations of CYS Services Code of Conduct, Army Values, NAYS, and National Youth Sports Coaches Association (NYSCA) Standards for resolution are:

Violation	
1 st Violation	Verbal warning and documented as an incident/occurrence report.
2 nd Violation	Immediate removal from the facilities, field, and/or function (out of sight and sound) and documented. 2 nd violations are reported to IMCOM-Europe CYS Services POC. Coaches will be removed from their position and NYSCA notified of the incident.
Zero Tolerance Violation - Any physical or mental harm (berate/belittle) or threat to harm a child/youth, volunteer, sports official, spectator, coach, or staff.	Immediate removal from the facilities, field, and/or function (out of sight and sound), reported to IMCOM-Europe CYS Services POC and appropriate authorities IAW Army guidance. Suspicion of child abuse or neglect will be reported immediately.
The SF Director will present violations to the CYS Services Coordinator, Director, Family, Morale, Welfare and Recreation (DFMWR) and Commander to determine appropriate action. Actions involving more than one garrison shall be shared with the IMCOM-Europe Region POC.	

10. MERCY RULE (For the safety and welfare of the players):

- a. The SF Director or designee invokes the mercy rule based on their judgment. Invoking of the mercy rule cannot be protested. Health, safety, and welfare are considerations when making the decision to invoke the mercy rule.
- b. Once the mercy rule is invoked, all scorekeeping stops and game continues until time runs out (those sports with a game clock, the game will continue under a running clock). A short coaches meeting should be conducted prior to invoking the rule. If the health, safety, or welfare of the players is at risk the contest shall be suspended. See sport specific rules.

11. COACHES/VOLUNTEERS:

- a. Coaches/volunteers will be registered and trained IAW Army guidance (located in Appendices A-C of this document).
- b. Coaches/volunteer files shall be maintained for a minimum of three years.
- c. Background checks are required for each coach/volunteer IAW the most up to date CYS Services guidance.
- d. The SF Director, coaches, and volunteers are required to conduct themselves IAW CYS Services guidelines, Army Values and NAYS policies.

- e. All coaches, volunteers, and sports officials shall be trained IAW the most up to date requirements. The training shall include rules, requirements, guidelines, philosophy, and policies for CYS Services. Completion of training is mandatory (prior to issuance of team roster) and shall contain the following:

Mandatory Training for CYS Services Volunteer Coaches
National Alliance for Youth Sports (NAYS) coaches certification
Training orientation on Cardiopulmonary Resuscitation (CPR) and First Aid or equivalent training, i.e., Combat Life Saver Course
Army Values and NAYS Sports Philosophies
AR 608-18 Response to Spouse and Child Abuse: Identification, Reporting, and Prevention of Child Abuse
Training in the rules and fundamentals of the selected sport
CYS Services Youth Sports and Fitness Requirements
Foul weather guidance and game/practice cancellation policies
Emergency Action Plan (EAP), e.g. response and reporting
Ages and stages of children and youth specific to the age group selected
Concussion Protocol and Return to Play Procedures

- f. Coaches will inspect playing fields/courts for safety hazards prior to all practices and games. Findings will be corrected immediately and/or reported to the SF Director.
- g. Coaches will be issued a first aid kit IAW CYS Services requirements. (contents of first-aid kits located in Appendix J)
- h. The SF Director will provide each coach emergency information on all players. Coaches will have on hand, at all practices and games, player emergency information. Information will include: home, cell, and work telephone numbers of parents, emergency contacts, as well as a medical power of attorney and other pertinent information if applicable, e.g. special needs.
- i. Coaches shall support physician's decisions on all matters of a player's health concerning injuries and ability to play. The concussion protocol and return to play procedures should be utilized following a concussed participant.
- j. The SF Director shall provide volunteer coaches with information and training on how to properly warm up and cool down players. Physical fitness activities will not be used as a form of discipline.
- k. Coaches will not permit any extreme or inappropriate measures, e.g. initiatives to either gain or lose weight to meet weight requirements.
- l. The sports and fitness environment shall be designed to protect children, youth, volunteers and staff. Coaches are not left alone with youth, parents must be present. Coaches will not transport individual team members other than their own children to an event in their personal vehicles. If a coach learns that he/she will be left alone with a child/youth, the coach should notify the CYS Services staff member on duty so the staff

member can join the coach until the last parent arrives. Coaches are urged to request parents to stay until sports staff or the last parent arrives.

- m. In the Sports and Fitness program, appropriate youth/adult ratios are maintained 100% of the time during all sports and fitness programs. Depending on the team, the ratio is different – team configuration is based on the national governing body. The volunteer is the adult in the ratio.

12. SPORTS OFFICIALS:

- a. Fee ranges, and the numbers of officials per game are identified in the most recent IMCOM-Europe SF Sports Officials Fee Schedule. Officials are required to maintain Subject Matter Expert (SME) level knowledge and certification of sports they officiate, to include knowledge of the IMCOM-Europe CYS Services SF requirements. Officials must present Contracting a current certificate IAW with the sports specific governing rules. At minimum, contract sports officials are required to be in compliance with the most up to date requirements, e.g. IAW AR 608-18, AR 215-1, and background/reference checks, disclosure statement, and a physician’s statement of non-communicable diseases.
- b. The SF Director will address policies before a game/match begins with coaches and officials.
- c. With the exception of player eligibility, once a game/match ends, protests will not be considered.
- d. Protests for tournament play are addressed on the spot by the host tournament director. Judgment calls shall not be protested.
- e. The jurisdiction of the game official will begin when he/she arrives at the site and assumes responsibility for the game/match. It will conclude with the approval of the scorebook and/or the receipt of the game reports by the SF Director. The SF Director is responsible for providing a copy of the most up to date SF requirements, preferably in electronic form to the sports officials.
- f. A disinterested official shall be assigned to validate ages, health, weights, player equipment, field condition and player eligibility for sports such as wrestling and tackle football.
- g. SF Directors will nominate game officials by using the Officials Nomination Form, located in Appendix D of this document.

13. UNIFORMS AND EQUIPMENT:

- a. SF Programs electing to purchase low cost, non-durable supplies such as T-shirts and hats, will record costs under the GLAC 726 “supply”, and allow participants to keep the items. The cost of laundry, storage, collection, and inventory should be considered when deciding on sports uniform processes. Participant names will not be placed on jerseys, practice uniforms or any article issued by the CYS Services SF Program. Only CYS Services SF Program approved uniforms will be allowed during games/competitions. Kills, sacks, or tackles will not be recorded on equipment.

- b. SF Programs that elect to purchase high cost uniforms considered “durable” such as “jerseys,” will inventory the items until such time that the durable item, under normal wear and tear is depleted.
- c. Parents shall provide basic equipment e.g., shin guards, baseball/softball glove, sports specific optional equipment, water bottle, cleats/shoes, retainer straps, mouth guards, and protective eye wear.
- d. The use of molded cleats is preferred. Metal cleats are not authorized in the IMCOM-Europe CYS Services SF Program. The option to use interchangeable cleats (eg. screw-in cleats) is authorized pending an inspection to ensure that metal is not exposed.

14. TRANSPORTATION:

- a. Transportation is the responsibility of parents/guardians.
- b. SF Directors may arrange transportation for travel teams.
- c. SF Directors shall insure drivers are appropriately licensed and can operate the vehicle which has been arranged.

15. PROGRAM ENROLLMENT:

- a. Enrollment periods will be scheduled for a minimum of one “calendar month” IAW schedules published for each sport season outlined in the chart below. Rosters may be filled up to the midpoint of the season. Junior division rosters will be provided to IMCOM-Europe Region CYS Services POC at the midpoint of the season for participation in post season play.
- b. Age cut off dates are set to determine age and placement of youth. Example: in basketball, a player who is age 12 but turns 13 before the 15 March cutoff date will be determined as a 13 year old for the entire season and required to play in the Junior Division.
- c. Program fees will be charged IAW with current Army Fee Policy guidance.

Sport	Enrollment Month	Age Cut Off Dates	Season Time Frame
Baseline Team Sports			
Fall Soccer	June	15 November	August - November
Basketball	November	15 March	December-March
Baseball & Softball	February	15 June	April - June
Optional Team Sports			
Flag and Tackle Football	June	15 November	August - November
Cheerleading Fall	June	15 November	August - November
Cheerleading Winter	November	15 March	December - March
Spring Soccer	February	15 June	April – June
Volleyball	June	15 November	August - November

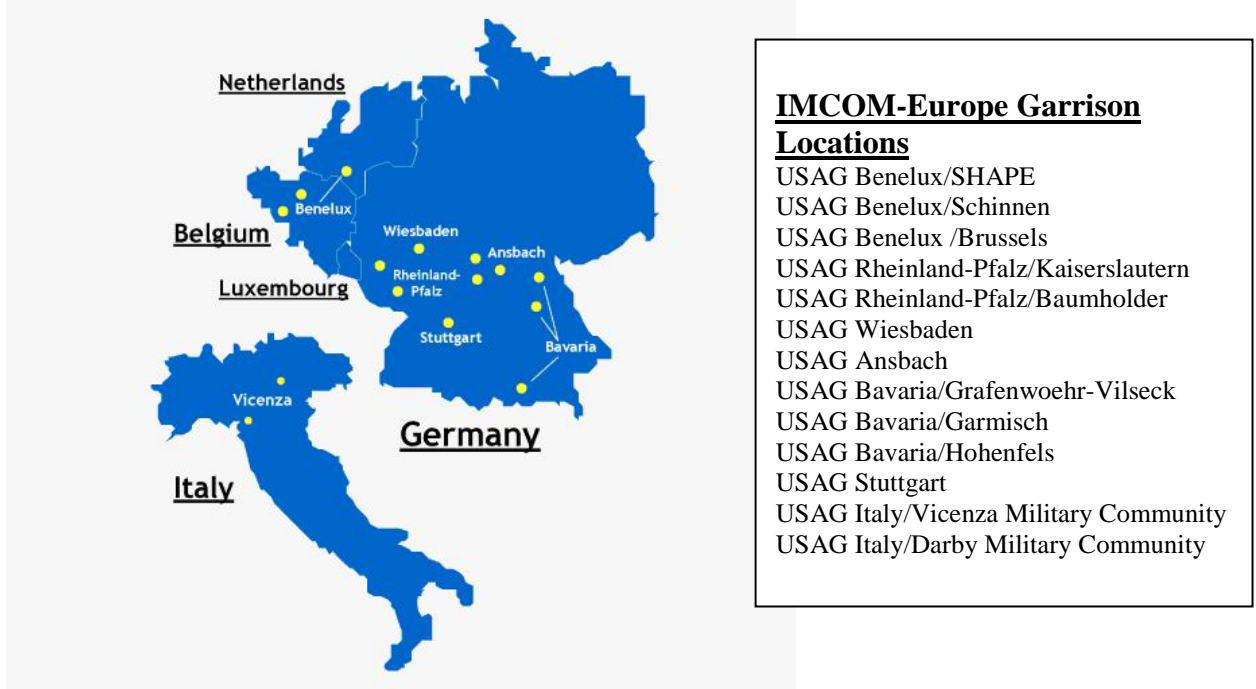
Individual Sports			
Wrestling	October	15 March	December-March
Track and Field	February	15 June	April - June

16. TOURNAMENTS: (OPTIONAL)

- a. To play in postseason games, an individual must have been a member of the CYS Services team during the regular season and have met requirements identified in the IMCOM-Europe CYS Services SF Requirements. A player must have been carried on the CYS Services team roster for at least half the scheduled games before the player may participate in postseason play. The SF Director IAW Public Law (PL) 104-106, Section 1785, Youth Sponsorship Program; may facilitate the addition of players during post season play for youth impacted by Permanent Change of Station (PCS). The Garrison SF Director will verify requirements and provide them to the tournament director.
- b. The SF Director will coordinate with respective tournament directors to ensure coaches, parents and players are kept informed of any special rules that might impact play. The SF Tournament Checklist will be used to assess tournament sites.
- c. IMCOM-Europe Tournaments will be hosted only for the Junior Division. The Pool Play Format will be used when possible to maximize participation of all teams.
- d. Tournaments are determined annually based on decisions of garrison leadership and subject to availability of funds (Appendix E).
- e. IMCOM-Europe Region Junior Division tournament and clinic host sites will monitor expenditures, **budget for tournament expenses in their garrison budget** and adhere to financial guidelines set forth by IMCOM-Europe Region CYS Services POC.
- f. During tournaments, a team may not play more than 3 games per day. Minimum wait time between games should be at least 30 minutes. Game length may be adjusted to accommodate the maximum number of teams and games with prior approval of the IMCOM-Europe Region CYS Services POC.
- g. Rosters will be generated from Child and Youth Management System (CYMS) at the season midpoint and NLT 4 weeks prior to tournament start date. The verifying official (generally the garrison CYS Services Coordinator) must sign the appropriate roster to verify that eligibility requirements have been met, and emailed via encrypted email to the IMCOM-Europe CYS Services POC. Unsigned team rosters will not be accepted. The following information is required for each player on the tournament roster:
 - (1) Name
 - (2) Emergency Contacts
 - (3) Age and Birthday
 - (4) Enrollment Date
- h. Teams who fail to provide a signed and verified official team roster will not be allowed to participate in the tournament. Falsification or playing an ineligible player in a

tournament shall result in expulsion of the team from the tournament without standing. Team rosters will not be changed during tournament play.

- i. The tournament will operate under the Tournament Director (TD) who will have the authority to make on site decisions not covered by applicable guidance. Judgment calls will not be protested.
- j. Before tournament play starts, each player must present a valid DD Form 1173 (Uniformed Services Identification and Privilege Card), or other authorized identification (e.g., passport) to verify eligibility requirements. The TD will verify IDs by using the official team roster. Installation access points, i.e. IACS will not be used as a form of player eligibility verification. If a player cannot be verified eligible to play at game time game, the player will not play. Roster verification by the TD will include:
 - (1) Player age
 - (2) Player eligibility
 - (3) Team composition
- k. IMCOM-Europe tournaments will be hosted to allow participation from all IMCOM-Europe Garrisons with eligible teams based on the following map:



17. SPORTS AND FITNESS COUNCIL:

- a. The IMCOM-Europe Region CYS Services SF Council will advise the IMCOM-Europe Region CYS Services Specialist on recommended operating guidance.
- b. The IMCOM-Europe CYS Services Specialist shall be council chair; one SF Director from each Garrison shall be invited to participate on the council.

- c. Each council member will have one vote; no more than one vote per garrison, chairperson will vote only to break a tie.
- d. The council will meet at least semi-annually in conjunction with Sports and Fitness Certification Clinics. The chairperson will announce the meetings to council members. Representatives will provide agenda items before the meeting including justification and rationale.

18. SERIOUS ACCIDENT/INCIDENT REPORTING:

- a. Serious accidents/incidents will be documented and reported via the most up to date guidance, e.g. AER 608-10-1. (AE Form 608-10-1E)
- b. Serious accidents/incidents are defined as: an actual or alleged incident or acts that warrant timely action. Serious injuries are defined as: broken bones, head contusions, and/or medical emergencies or hospitalizations of any kind.
- c. An AER Form 608-10-1E shall be completed immediately after an accident/incident or injury occurs and notification through the Chain of Command, ie. SF Staff, CYS Services Coordinator, Safety Officer, DFWMR, GC, & Region. The form shall be used in the most up to date reporting processes.

19. MEDICAL SUPPORT: Adequate emergency support plans shall be provided for all scheduled athletic competitions, events, and activities. Collision sports (tackle football & wrestling) will have an Emergency Medical Technician-level (EMT) trained provider designated by the local commander on hand with the minimum emergency material to manage airway, cardiac and spinal injuries. An EMT-level provider is the minimum medical support requirement; an on-site doctor, physician's assistant, or nurse would also meet the requirement. A collision sport is consistent with the purpose of the game, athletes hit or collide with each other or inanimate objects including the ground with great force. In contact sports, athletes routinely make contact with each other or inanimate objects but usually with less force than in collision sports.

20. SAFETY:

- a. Equipment, unapproved clothing, or jewelry that may cause injury to a player is not permitted. Rings, watches, earrings, plaster/plastic casts, leather braces, and/or metal braces are not allowed. Taping over is NOT permitted.
- b. If a concussion or serious injury is suspected, the athlete shall be removed from the game or practice and shall not be allowed to return until a doctor has cleared the athlete to return to practices and games using the AER Form 608-10-1B and follow the Concussion Protocol and Return to Play Procedures.
- c. Annual safety inspections will be conducted IAW IMCOM HQ guidance; field inspections will be conducted by a subject matter expert using the IMCOM Europe CYS Services Field Inspection Checklist located in Appendix H of this document or an equivalent document, i.e. Sports Turf Managers Association Football/Soccer Field Safety

and Maintenance Checklist

(http://www.stma.org/sites/stma/files/STMA_Bulletins/FootballSoccerFieldSafety_SAFE.pdf.)

21. WEATHER:

- a. The SF Director may make rule modifications in the interest of safety.
- b. Each program should be prepared for inclement weather. The SF Director will develop and brief inclement weather protocol to staff members and coaches in coordination with local inclement weather policy. When weather conditions are hazardous, risk shall be mitigated by the cancellation of practices and games IAW local policy. Protocol shall include the immediate notification to the public and Chain of Command and the following:
 - (1) Traveling team inclement weather policies: The SF Director and/or designated representative will notify the traveling teams of current weather conditions and/or notification of cancellations, to ensure conditions are safe for travel, as determined by local command at least two hours prior to scheduled games.
 - (2) Tournament play inclement weather policies: Local tournament play is determined by SF Director based on safety of players, road conditions, weather conditions, and available times/facilities to complete the tournament the same weekend. Tournaments and contests cancelled for inclement weather will not be rescheduled.
 - (3) The SF Director will work with local authorities to determine notification processes for weather conditions.

22. VOLUNTEER SPORTS AND FITNESS COMMUNITY COUNCIL (VCC):

- a. Members of the Garrison VCC support the CYS Services SF Program by reviewing guidance and submitting suggestions to IMCOM-Europe Region CYS Services. VCC members may aid in the distribution or collection of customer feedback as well as support equipment distribution/collection of equipment.
- b. The SF Program VCC should be comprised of a diverse 6-10 member group of individuals in each garrison that role model the Army Values. The group should be mixed with individuals that have knowledge and experience in youth development, recreation, health, fitness, and team/individual sports.

SECTION III – CYS SERVICES BASELINE TEAM SPORTS PROGRAMS

Programs are required to offer a minimum of three (3) **Baseline Team Sports**, such as soccer, baseball or T-ball, and basketball, and two (2) locally selected sport options, such as softball, flag football, cheerleading, volleyball, and team handball.

SOCCER

No scores will be posted in the PS, PW, Minor, and Major Divisions. Rosters sizes for PS through Major may be determined locally by the SF Director. Slide tackling and heading shall not be permitted in the PS, PW, Minor, Major & Bantam Divisions.

1. **PRESCHOOL (PS) AND PEEWEE (PW) DIVISION SOCCER:** The focus in these divisions is skill development. No scores will be posted in the PS or PW Division.
2. **MINOR DIVISION SOCCER:**
 - a. Soccer ball size number “3” or “4” will be used.
 - b. Clock Management: 28 minute halves with a running clock; two (2) minute break after fourteen (14) minutes for substitution of players, 5-minute half-time. Games will not exceed 60 minutes. Game length may be adjusted to a shorter time based on the age and condition of players.
 - c. The SF Director shall determine locally the size of field, goal, and roster sizes.
 - d. The team coach is allowed on the field.
 - e. Off-sides, heading and slide tackling will not be used or taught. Direct free kicks or penalty kicks will not be given. Players will be given a second opportunity to perform a throw-in, if the first attempt was unsuccessful.
3. **MAJOR DIVISION SOCCER:**
 - a. Soccer ball number 4 will be used.
 - b. Clock Management: 28 minute halves with a running clock; two (2) minute break after fourteen (14) minutes for substitution of players, 5-minute half-time. Games will not exceed 60 minutes. Game length may be adjusted to a shorter time based on the age and condition of players.
 - c. The SF Director locally determines the field and goal size. The number of players on the field and roster size will be locally determined.
 - d. Special Playing Rules: No off-sides, heading and slide tackling will not be used or taught, no direct free kicks or penalty kicks, players will be given a second opportunity to perform a throw-in, if the first attempt was illegally or improperly performed. The judgment call falls on the coach.
 - e. The coach is allowed on the field.
 - f. The ball will be placed on the edge of the penalty area (18 yard line) for goal kicks.
 - g. Corner kicks, the ball will be placed 10 yards towards to the goal on the goal line (or on the edge of the penalty area and goal line if full size dimensions do not exist). Corner kick shall be taken from the vortex of the penalty box and goal line.

4. BANTAM AND JUNIOR DIVISION SOCCER:

- a. Size 5 soccer ball will be used.
- b. Bantam Division Clock Management: 30 minute halves with a running clock; free substitution of players throughout each half, 5-minute half-time. Games will not exceed 65 minutes. Game length may be adjusted to a shorter time based on the age and condition of players.
- c. Junior Division Clock Management: 35 minute halves with a running clock; free substitution of players throughout each half, 5-minute half-time. Games will not exceed 75 minutes. Game length may be adjusted to a shorter time based on the age and condition of players.
- d. Field/goal size will be IAW FIFA Guidelines and locally determined based on field accessibility.
- e. A tied score at the end of a regular season game is final. No overtime or shootouts during regular season play.
- f. Rosters sizes for Bantam may be determined locally by the SF Director.
- g. Red cards will result in the removal of a player or coach for the rest of the game and a suspension for the next game.
- h. FIFA rules apply for off-sides in the Bantam and Junior Division.
- i. Mercy Rule for Bantam and Junior Divisions: when a team is ahead by 7 or more goals the mercy rule is applied.
- j. Bantams - No heading & slide tackling. Corner kicks for Bantams, the ball will be placed 10 yards towards the goal on the goal line (or on the edge of the penalty area and goal line if full size dimensions do not exist). Corner kick will be taken from the vortex of the penalty box and goal line.

BASKETBALL

1. PRESCHOOL (PS) AND PEEWEE (PW) DIVISION BASKETBALL: The focus in these divisions is skill development. No scores will be posted in the PS, PW, Minor, and Bantam Divisions. Preschool (PS), Peewee (PW): The full court press is not permitted.
2. MINOR AND MAJOR DIVISION BASKETBALL:
 - a. Basketball Sizes: A 27.5" or smaller size basketball shall be used for the Minor Division; Major Division shall use 27.5" or 28.5".
 - b. Clock Management: 6-minute quarters; running clock. 1-minute between quarters, 5-minute half time. Substitution will take place after each quarter to ensure 50% participation.
 - c. Court size and goal height adjusted locally as space and equipment permits.

- d. Rosters for all divisions shall be a maximum (10) players and a minimum of five players (5).
- e. In the Minor & Major Divisions; traveling and double dribbling violations will be coached on the court by the coaches and officials as a teaching and skill development opportunity. Pressing is not allowed in both divisions. Defending a fast break is not considered “pressing.” Teams are to use hands up defense, no reaching in. One coach from each team is allowed on the court. Back court defense is not allowed.

3. BANTAM AND JUNIOR DIVISION BASKETBALL:

a. Basketball Sizes:

- (1) Bantam: 28.5” basketball
- (2) Junior Boys 29.5” basketball
- (3) Girls 28.5” regulation size basketball
- (4) Co-ed teams will use 29.5” basketball

b. Clock Management:

- (1) Bantam: 6-minute quarters; stop clock. 1-minute break between quarters, 5-minute half time.
- (2) Juniors: 6-minute quarters; stop clock. 1-minute break between quarters, 5-minute half time.

c. Special Playing Rules:

- (1) Bantam Division: Defending a fast break is not considered “pressing.” The full court press will only be allowed in the last minute of each quarter. Teams leading a game by greater than 20 points are not allowed to press. Teams violating this rule will receive a warning from official; additional violations will result in a technical foul.
- (2) Bantam Division: (Optional) Traveling will be allowed for 1-step after dribbling has stopped. Double dribbling is allowed only once during a player’s possession of the ball. The free throw line will be modified to meet the ability of the player.
- (3) Junior Division: The score will be kept in this division. Pressing is allowed throughout the game. Teams leading a game by more than 20 points are not allowed to press. Teams violating this rule will receive a warning from official; additional violations will result in a technical foul.
- (4) Participation Rule: Bantams will play two uninterrupted quarters (without substitutions during the duration of each quarter). Juniors will play 1 uninterrupted quarter plus a 3 minute (uninterrupted) show in the opposite half. In the event a team has at least 7 players on the roster in both divisions, then each player must sit out at least 1 uninterrupted quarter.
- (5) Mercy Rule: If a Bantam team is behind by 20 points/Junior team is behind by 30 points in the 2nd half, a running clock is initiated and will continue for the duration of the game, scoreboard will be changed to zero and will remain at zero. If the winning coach presses while playing with the mercy invoked, the penalty shall be a technical foul after the first warning, after the second warning the coach shall be ejected from the game if the coach continues to press after the second warning.

(6) Regulation court size and goal height will be used.

BASEBALL

ALL DIVISIONS RECREATION BASEBALL: The intent is to have equal participation with at least 50% game time for participants. Baseball helmets are inspected yearly IAW with National Operating Committee on Standards for Athletic Equipment (NOCSAE) and records of inspections/inventory are kept for internal review. Little League (LL) pitching rules are in affect for the Bantam and Junior Divisions; reference LL rule for various age “pitch count.”

1. **PRESCHOOL AND PEEWEE DIVISION BASEBALL:** The focus in these divisions is skill development. No scores will be posted. No stealing or sliding allowed in the Preschool & Peewee Divisions. Teams will bat through the entire lineup regardless of number of outs or runs.
2. **MINOR AND MAJOR DIVISION BASEBALL:** Game time will be limited to one hour; no new inning will begin after 45 minutes of play.
 - a. Base lines will be 45 to 60 feet; determined locally.
 - b. Recommended equipment: Ball-5 RIF; Bats-Little League (LL) specifications.
 - c. Before a ball is considered a “hit,” it must pass the 15 foot arch.
 - d. No stealing or sliding allowed in the Peewee, Minor, or Major Divisions.
 - e. Players will be taught bat safety to mitigate the risk of players being hit accidentally.
 - f. When a ball is over thrown in a defensive throw, the offensive runner will be awarded only one base.
 - g. No batter will be “on deck”; all players must remain in the dugout unless actively involved in play.
 - h. All “outs” will be determined based upon defensive plays only. No outs are assessed to a batter who fails to obtain a hit after five pitches. After a batter has received five “strike level” pitches, they must return to the dugout. The inning is over after a team has either batted through the lineup, scored six runs or after the third out is assessed from a defensive play.
 - i. Base Running Rules: For a ball that does not leave the infield, only a single base is awarded; ground ball that goes into the outfield either directly or due to infield error, two bases (double) are awarded; for a hit fly ball to the outfield, three bases (triple) are awarded; for a hit fly ball that reaches/hits the fence, four bases (home run) are awarded.
 - j. Scores will not be posted.
3. **BANTAM DIVISION BASEBALL:**
 - a. Recommended equipment: Ball and Bats-Little League (LL) specifications.

- b. Game time will be limited to six innings or one and a half hours (1.5); no new inning will start after 90 minutes.
- c. Base lines will be 45 to 60 feet; determined locally.
- d. No batter will be “on deck”. All players must remain in the dugout unless actively involved in play.
- e. Mercy Rule: This supersedes the mandatory participation rule. If used, follow the 10 run mercy rule in LL and in the Major Division after 3 ½ innings provided the home team is ahead.
- f. On Deck Batters: In the Bantam Division, no batters are allowed on deck. All players must stay in the dugout.
- g. The Inning is over after 6 runs scored or after the third out, whichever occurs first.
- h. Substitutions should be made by the mid-point of the game regardless if the player has met the minimum LL participation rule. Free substitution will be allowed for all players who have met the LL minimum participation rule. The intent is equal participation with at least 50% participation.

4. JUNIOR DIVISION BASEBALL:

- a. Equipment: Balls and bats follow LL specifications e.g. “Big League” balls are used for Junior Division games.
- b. Breakaway bases are required for 2nd and 3rd bases.
- c. Junior Division or Big League base lines shall be 90 feet with breakaway bases.
- d. A Junior game consists of 7 innings; no new inning will start after 2 hours.
- e. Base Coaches: Consists of 2 adults and/or 1 adult 1 one player. The player base coach must wear a helmet at all times.
- f. Games will be scored. Tie scores at the end of regulation play, remain a tie.
- g. Base stealing and sliding is allowed IAW LL Rules. No head first sliding permitted; exception is head first sliding when returning to a base.
- h. On Deck Batters: Juniors, one batter allowed “on deck”; remaining players must stay in the dugout.
- i. Three strikes or four balls format is used. Dropped third strike rule applies in the Major and Junior Division.
- j. Mercy Rule: This supersedes the mandatory participation rule. If used, follow the 10 run mercy rule in LL and in the Junior Division after 4 ½ innings provided the home team is ahead.
- k. The Inning is over after 6 runs scored or after the third out, whichever occurs first.

1. Substitutions should be made by the mid-point of the game regardless if the player has met the minimum LL participation rule. A starter may reenter the game for any participant who has met the minimum participation requirement. Free substitution will be allowed for all players who have met the LL minimum participation rule. This applies to regular season and tournament play.

SOFTBALL

ALL DIVISIONS RECREATION SOFTBALL: Inning is over after a team has scored six runs or after the third out. Softball helmets are inspected yearly IAW with National Operating Committee on Standards for Athletic Equipment (NOCSAE) and records of inspections/inventory are kept for internal review. LL pitching rules are in affect for the Bantam and Junior Divisions.

BANTAM AND JUNIOR DIVISION SOFTBALL:

- a. The Bantam Division shall use the required 11-inch, and Junior 12-inch yellow ball and breakaway bases are a requirement.
- b. Base lines will be 60 feet.
- c. Bats must meet LL specifications.
- d. Score will be kept and a game ending in a tie will remain a tie.
- e. The LL Fast Pitch Softball rule applies; however, a pitcher will not be penalized for using slow pitch mechanics. If slow pitch mechanics are used the arc must not exceed 6 feet.
- f. Two base coaches consisting of 2 adults and/or 1 adult and 1 player. The player base coach must wear a helmet at all times.
- g. Base stealing is allowed. Bantam runners cannot legally advance until the ball has crossed the plate. Junior runners may leave when the pitcher releases the ball.
- h. Sliding is permitted: Bantam Division will not slide head first.
- i. Fast Pitch: Pitchers will use the windmill and/or half windmill (figure 8/half cock/hip pitch) for games and tournaments. Slow pitch mechanics are acceptable to develop skills in beginning players.
- j. Three strikes or four balls format is used.
- k. No batter will be “on deck” in the Bantam Division; all players must remain in the dugout unless actively involved in play. In the Junior Division, one player is authorized to be on deck.
- l. Bantam Division: A game will consist of six innings; no new inning will start after 1.5 hours.
- m. Bantam Division Mercy Rule: A team who is ahead by 10 runs after the top of the 3rd inning shall be declared the winning team (supersedes the mandatory participation rule).

- n. In the Junior Division the game will consist of 7 innings; no new inning will start after 2 hours.
- o. A team who is ahead by 10 runs after the top of the 4th inning shall be declared the winning team.
- p. Substitutions should be made by the mid-point of the game regardless if the player has met the minimum LL participation rule. A starter may reenter the game for any participant who has met the minimum participation requirement. Free substitution will be allowed for all players who have met the LL minimum participation rule. This applies to regular season and tournament play.

SECTION IV – LOCALLY SELECTED TEAM SPORTS OPTIONS

Programs are required to offer two (2) locally selected options such as softball, flag football, cheerleading, volleyball, and team handball.

FLAG FOOTBALL

Flag Football shall be played between 2 teams of 7 players each, with maximum roster size of 14 players per team.

1. UNIFORMS AND EQUIPMENT:

- a. The following balls will be used: Major: K2 or Youth; Bantam: Youth or TDJ, Junior: TDY.
- b. Each player must wear a one piece belt (flag belt) at the waistline with three flags permanently attached; one on each side, and one on the center of the back. The flags should be a minimum of 2 inches wide and 14 inches long and must be of a contrasting color to their opponent's flags.
- c. Jerseys (uniforms) must be without pockets and players names, numbered in the rear, and cannot conceal flags. Each player may wear pants, shorts, or sweat pants; however, they cannot have any belt(s), belt loop(s), pocket(s) or exposed drawstrings. Uniforms must be a different color than the flags that are worn around the waist.
- d. Mouth protectors are required for each player during play. Players shall not share mouth guards.
- e. Players wearing glasses should remove them when not essential, or secure them with a safety strap.

2. PLAYING TIME:

- a. In the Minor, Major and Bantam Divisions the playing time will be 30 minutes with two fifteen (15) minute halves. No overtime periods will be played. Games ending in a tie will remain as such. The clock will start when the ball is legally snapped. The clock will run continuously for the first 13 minutes of each half unless it is stopped for score, safety, or time outs (coach and/or referee). Half time is five minutes and no overtime periods are

played. Two administrative-substitution midway points in the first and second half shall be provided to ensure the tracking of minimum participation requirements.

- b. In the Junior Division the playing time will be 40 minutes with two 20 minute halves. The clock will start when ball is legally snapped and will run continuously for the first 18 minutes, unless it is stopped for score, safety or time outs (coach and/or referee). Five minute half time. No overtime periods are played. The score at the end of the game time is the final score.
- c. Two Minute Warning (all divisions): approximately 2 minutes before the end of each half the referee shall stop the clock and inform both captains of the playing time remaining. The starting of the clock is dependent on the previous play. The Back Judge will announce to the captains the remaining time and status of the clock after every play during the final 2 minutes.
- d. In all divisions the last 2 minutes of each half the clock will stop for a(n):
 - (1) Incomplete pass - starts on the snap
 - (2) Out-of-bounds - starts on the snap
 - (3) Score (touchdown/safety) - starts when ball is snapped by receiving team
 - (4) Team Time-Out - starts on the snap
 - (5) First down - dependent on the previous play

3. BASIC RULES:

- a. Coin toss will determine receiving team. There are no kickoffs and punts.
- b. Receiving team will start play with the ball placed on their 14 yard line when playing on 80 yard fields, and on the 9 yard line for 60 yard fields.
- c. Receiving team after a score will start possession on their 14 yard line.
- d. There will be a 20 yard walk off by the official for Minors and Majors. Bantams & Juniors can punt or have the official walk off 20 yards.
- e. Minimum Line Players: Offensive team must have at least 4 players on the scrimmage line at the snap.
- f. No Direct Snap: The player who receives the snap must be at least 2 yards behind the offensive scrimmage line (first ball spotter-orange).
- g. Rule decisions are final. No rule decision may be changed after the ball has been legally snapped.
- h. Screen blocking is legally obstructing an opponent without initiating contact with him/her with any part of the screen blocker's body.
- i. The defense can cross the line of scrimmage to rush the quarterback.
- j. Players shall use the 2 point stance in flag football. All players are eligible to receive a pass.

4. SCORING:

- a. A touchdown equals 6 points. Successful attempts for additional points equal 1 point from the three (3) yard line or 2 points from the ten (10) yard line. A successful safety is 2 points.
- b. If a team at any point after the referee has given the 2 minute warning in the second half of the game is ahead or goes up by 17 points, the game is over.

5. FIELD:

- a. Field size: 80 yards in length, 40 yards wide and two 10 yard end zones. Field may be modified based on local conditions.
- b. The field shall have the following zones; three 20 yard intervals and two 10 yard end zones. There shall be one inbound hash mark dividing the field into halves, running parallel to each sideline. The 3 and 10 yard try line shall be 1 yard wide.
- c. Team areas shall be located on each side of the field, 2 yards from the sideline; between the 20 yard lines.
- d. Soft and flexible pylons shall be placed at all intersections and inbound lines.
- e. A marker can be used to indicate the number of the down and placed at the zone line-to-gain; the home team will be responsible to provide a down lines man for the marker.

TACKLE FOOTBALL

The following are requirements of a tackle football program:

- Safe and available sports fields for use by the tackle football program.
- Availability, training, certification, and supervision of volunteer coaches.
- Funding, maintenance, inventory, and proper storage of equipment.
- Active composite risk management programming to ensure safety and risk management.

Directors who manage tackle football programs will ensure:

- a. The programs have an inventory system that tracks the life cycle of all helmets. The CYS Services SF Director or designee will inspect football helmets before they are issued and ensure helmets and face guards meet the specifications of the National Operating Committee on Standards for Athletic Equipment (NOCSAE). Helmets must be reconditioned, recertified, or replaced according to NOCSAE Standards. Hits, sacks, tackles and scoring will not be recorded on helmets. Player names will not be placed on team jerseys.
- b. Tackle football fields are inspected annually using the IMCOM-Europe CYS Services Field Inspection Checklist located in Appendix H of this document. Inspections should be conducted by representatives from the Directorates of Public Works (DPW), Safety, and CYS Services. Unsafe conditions must be corrected before the tackle-football season begins.

- c. Tackle football officials are certified and have met National Federation of High School Tackle-Football official certification requirements. There must be at least three tackle football officials at every game.
- d. Garrison SF Directors will conduct annual inspections using the IMCOM-Europe CYS Services Tackle Football Inspection Checklist located in Appendix G of this document. IMCOM-Europe Region CYS Services staff will validate the inspections. Directors must comply with items on the checklists. Directors must correct deficiencies found during inspection within the time established by the inspection. Failure to meet standards within the established time will cause the USAG tackle football program to be terminated.

1. UNIFORMS AND EQUIPMENT:

- a. “All football equipment must comply with the National Federation of State High School Associations’ (NFHS) football rules. No personal football equipment such as helmets and pads are allowed in replacement of CYS Services program issued equipment for practices and/or games. Helmets, shoulder pads and lower body pad assembly must be CYS Services issued, inspected and approved. Approved equipment/uniforms will not be altered. In the event of any alterations to equipment, ie. swapping of chin straps with a brand other than original helmet brand, then a liability waiver must be completed by the parents.
- b. Helmet Certification: the SF Director shall inspect and test tackle football helmets and face guards prior to issuance. Re-certification of helmets will bear the official seal of National Operating Committee on Standards for Athletic Equipment (NOCSAE) and have a properly affixed warning sticker. SF Director shall use an inventory system to monitor helmet usage and replacement. The system must reflect the year the helmet was purchased and years a player has “used” the helmet. After the third season of “usage,” or if a SF Director denotes a helmet has had excessive use prior to the third season the helmet must be “re-certified” or replaced.
- c. Shoulder pads will be inspected for major damage, e.g. dry rot, cracks, bad straps, etc. SF Director and coaches will not place players in “oversized shoulder pads” for the sake of making a player/team look big. Hip, thigh, rib, and knee pads will be inspected annually and replaced as needed.
- d. Hip, thigh, rib, and knee pads will be inspected annually and replaced as needed.
- e. Game Day Jerseys: No two jerseys will have the same numerals. If it is necessary that jerseys be changed during the game, and if approved by officials, will be made known to the opposing head coach. Home team will change jersey colors if there is a conflict between teams. Each host site is required to have a set of white jerseys with black numbers and “CYS Services” on the chest at the game location. In the event that two neutral teams have conflicting uniforms, the designated home team will put on the white jerseys. Game jerseys will follow National Federation of High School rules and guidelines.

2. COACHING STAFF:

- a. Coaching staff consists of the following: One head coach, one statistician and three assistant coaches; total of five.
- b. During the game, coaches must stay in the locally determined coaches' box.

3. CONDITIONING AND PRACTICE:

- a. Tackle football conditioning will consist of not less than five separate days without pads. No physical contact is permitted the first five days of conditioning, however a helmet is permitted. See IMCOM-Europe Region CYS Services Youth Football Conditioning Plan located in Appendix F of this document for a suggested 10-day conditioning plan.
- b. A player must practice 3 weeks prior to first game, attendance must be documented.
- c. At contact sessions, players must wear full safety equipment, to include mouth piece.
- d. Training shall be provided in the following topics prior to the first contact practice:
 - (1) Safe tackling techniques, e.g. USA Football, Heads Up Football (HUF) Program and proper equipment fitting.
 - (2) Concussion Awareness Training in the prevention, identification and reporting and the Return to Play Protocol, e.g. Center for Disease Control (CDC).

4. WEIGH-IN:

- a. The SF Director will coordinate a disinterested party to conduct the certification of weights and ages at the first official game. Weights and ages will be certified by the SF Director during conditioning.
- b. The weight and age eligibility will be communicated to the parents and local CYS Services leadership regarding the status of the players. Youth not meeting initial minimum weight requirements shall not play. Minimum weight certification is a one-time requirement and may be certified at any game during the season. All players may be weighed per game to determine X-man eligibility.
- c. The designated weight master is the SF Director and/or their designated host site representative. The weight master's decision is final and is not to be discussed with anyone other than head coach. Any player unable to make weight by game time will be instructed to remove his shoulder pads and helmet and place them under the team bench. The player may stay on the sidelines with his team in his jersey. Every effort will be made not to embarrass or ostracize the player. Weigh-ins will be conducted approximately two hours prior to game time. The home team will be weighed first. Weigh-ins must be witnessed by at least one coach from each team. A zero balance scale must be used at all weigh-ins; one or more scales to be provided by the host site. Head coaches will present a current, official Team Roster/Player Participation form to the weight master at the weigh-in. This form must be completed prior to the weigh-in and will be used by the weight master to certify players. The weight master shall follow approved weight requirements. Any player arriving late (after the start of a game) will be weighed in during half time and at the discretion of the weight master. Players arriving

after the half will be ineligible to play. Players must play in pads that they weigh in with; any player caught changing pads after weigh-in will be ejected from the game. The weight master will monitor the player(s) to ensure that ineligible players do not enter the game. If an overweight player enters the game, by the coach's orders or of his own accord, that team will forfeit the game and the coach will face disciplinary action. Players must be in accordance with both age and weight requirements for each and every game.

- d. Teams arriving late for spot check weigh-ins will have a 15-minute minimum time for warm-up. The SF Director will monitor player weight guidelines.
- e. Age and weight guidelines for Tackle Football:

Beginning School Year 2017 age divisions are in effect.

Age/Weight Division	Roster	Age	Certification Weight Range
Ages: 9 to 11 9 or 11 players fielded 100 yard field "TDY" football or equivalent 6 minute stop clock	9 Player: Minimum 15 Maximum 23 11 Player: Minimum 15 Maximum 30 Required to play a minimum of 8 plays from scrimmage.	9-11 (12*)	*older/lighter = 12 years under 80 lbs Ages 9 to 11 65 lbs. minimum No maximum weight limit X-Men 141 lbs. and heavier without pads. X-Men 150 lbs. and heavier with pads, not including helmet
Ages 12 to 15 9 or 11 players fielded 100 yard field "TDY" football or equivalent 8 minute stop clock	9 Player: Minimum 15 Maximum 23 11 Player: Minimum 15 Maximum 30 Required to play a minimum of 8 plays from scrimmage.	12-15	80 lbs. minimum No maximum weight limit X-Men 171 lbs and heavier without pads. X-Men 180 lbs and heavier with pads not including helmet.

5. PLAYING TIME:

- a. "Official Time" is kept on the field by the Officials
- b. Half time will be 10 minutes for all divisions; time outs: 3 per half, 1 minute in length.
- c. In the ages 9-11 and 12-15 Divisions; a quarter will consist of an 8 minute stop clock and 2 minute warning in the 2nd and 4th quarter.
- d. An injured player for whom the clock is stopped, or for whom the ready-for-play signal is delayed, shall be replaced for at least one play.

6. SCORING:

- a. Scoring; touchdown equals 6 points, successful attempts for additional points equal; 1 point from the 3 yard line or 2 points from the 5 yard line; safety equals: 2 points. The Point After Touchdown (PAT) is used when there are no goal posts on the field and will be run from the 3 yard line for 1 point or from the 5 yard line for 2 points. The offensive team will be required to notify the head official of their choice. Once a decision is declared it cannot be changed, even after a penalty.
- b. Games tied at the end of regulation game will remain tied.

7. PENALTIES:

- a. Disqualification: Personal foul penalty (15 Yards): Any act of fighting to include but not limited to: throwing a punch or slap, kicking or kneeling an opponent, intentionally contacting an official by a player or coach in what is deemed to be a non-football related action.
- b. Targeting is an act of taking aim and initiating contact to an opponent above the shoulders with the helmet, forearm, hand, fist, elbow or shoulders which goes beyond making a legal tackle, a legal block or playing the ball, will be prohibited regardless if the defenseless player is in possession of the ball or not. Players or coaches who are disqualified from the game will also be suspended for the next official scheduled game.

8. MERCY RULE: When a team has a 34 point lead after the 2nd quarter the mercy rule is invoked and the game is called.

9. "X-MAN" RULES:

- a. Players must have an identified symbol to identify their position and must play in a down line position (defined as guard, tackle, or center; on offense or defense).
- b. A symbol will be determined by SF Director prior to the beginning of the season and shall be provided to coaches.
- c. X-Men players shall be in a three or four point stance at the snap of the ball.
- d. X-men cannot be eligible receivers or ball handlers.
- e. X-men can advance a fumble or intercepted pass.
- f. X-men cannot participate on kick off and kick receiving teams.
- g. Only 2 X-men are allowed on the field at one time per team. Exception: If both teams are able to field more than 2 X-men, and both coaches agree at the official's meeting, then both teams can play an equal number of X-men (up to 4 during the game). Once agreement is made, it remains in effect during the game's entirety; even in the circumstance of injury.
- h. Fourth Down: offensive team is required to announce a punt to the official. Before the ball is placed in play, all X-men must leave field. Once the X'd players have left the game, the offense is not required to punt.

- i. A player and head coach will both be ejected from the game for removal of X-man's identifying symbol. When an X-man's identifying symbol is removed, the incident will be reported to IMCOM-Europe Region CYS Services POC for review.
 - j. The player and coach will be suspended from the program until a review has been completed by IMCOM-Europe Region CYS Services POC.
10. **FIELD MARKINGS:** Field markings will be IAW with NFHS to include yard markers and bench area. The bench area is reserved for players of the participating teams and their coaches only. If field conditions permit, fans/spectators will be 20 yards back from the playing field to ensure safety. First down ball markers and yard markers are provided by the home team. The chains will always be kept on the visitor's side of the field. One representative from the visiting team may assist in the operation.

CHEERLEADING

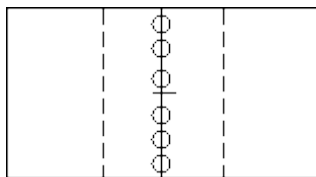
1. **PEEWEE, MINOR, AND MAJOR DIVISION CHEERLEADING:** is designed to develop basic cheer skills, with certified and trained coaches. This division may include: motions, basic tumbling including forward and backward rolls and jumps. No stunting or pyramid elements are permitted, either during practice or performances.
2. **BANTAM DIVISION CHEERLEADING:** is designed to develop basic cheer skills, with certified and trained coaches. Basic tumbling skills are authorized to include front walkovers. Stunts are limited to thigh stands. The thigh stand can be single or double based. Back-spot are required. Only step-off (front or back) dismounts are permitted. Contact with bases must be maintained throughout the dismount. A free spotter not participating in the stunt is required. Basket tosses are not permitted.
3. **JUNIOR DIVISION CHEERLEADING:** is designed to develop basic cheer skills, with certified and trained coaches. Stunts and pyramids up to two high are permitted. Basic tumbling skills are authorized to include running tumbling up to round-off back-handspring tuck. Standing tucks are not allowed. Layouts are not allowed. More than one back-handspring to a tuck is not allowed. Two high extended stunts are allowed, e.g. extensions, one-footed extended stunts (i.e. liberty, stretch, etc.). Back-spots are required. A minimum of three bases required, but no more than four, for extended stunts. A free spotter is required for all stunts. Straight cradles are allowed for extended stunts. Single-full cradles are allowed for elevators only. Basket tosses are not permitted.
4. **ARRIVAL TIME:** Teams shall arrive 15 minutes prior to performance.
5. **WARM UP:** An appropriate warm-up routine should precede all cheerleading activities.
6. **SAFETY:**
 - a. Prior to the performance of any skill, the immediate environment for the activity should be taken into consideration including, but not limited to proximity of non-squad

- personnel, performance surface, lighting and/or precipitation. Technical skills should not be performed on concrete, asphalt, wet or uneven surfaces or surfaces with obstructions.
- b. Supports, braces, etc., which are hard and unyielding or have rough edges or surfaces must be appropriately covered. A participant wearing a cast (excluding a properly covered air cast) shall not be involved in stunts, pyramids, tosses or tumbling.
 - c. Squad members must wear athletic shoes (no gymnastic slippers).
 - d. When discarding props, e.g. signs that are made of solid material or have sharp edges/corners, team members must gently toss or place the props so that they are under control.
7. **BASKETBALL/INDOOR COURT RESTRICTIONS:** The following skills are prohibited at basketball and other athletic contests conducted on courts, except where the area is free of obstructions and non-cheer personnel, and all skills are performed on a matted surface:
- a. Basket tosses, elevator/sponge tosses and other similar multi-based tosses.
 - b. Partner stunts in which the base uses only one arm to support the top person.
 - c. Released twists into or from stunts or pyramids.
 - d. Twisting tumbling skills.
8. **ROUTINE AIDS:**
- a. Electronic devices are allowed to aid in a cheer or routines, except music playing devices.
 - b. Pom-poms and signs are permitted.
9. **APPROPRIATE ROUTINES:** Team routines, motions, and dance elements must be appropriate to the age of the participants and non-suggestive in nature. An assessment of the coaching staff and the participants must be made prior to developing stunting and routine elements. A risk assessment shall be conducted at each performance event to reduce the risk of injury. Half time performances shall not exceed five minutes.

DODGE BALL

1. **THE TEAM:** Teams will be made up of 6-10 players. Six (6) players will compete on a side; others will be available as substitutes. Substitutes may enter the game only during timeouts or in the case of injury.
2. **THE FIELD:** The game may be played indoors or outdoors. The playing field shall be a rectangle at least 50 ft long and at least 30 ft wide, divided into two (2) equal sections by a center-line and attack-lines 3m from, and parallel to the centerline.

IDEAL MEASUREMENTS: 60' x 30' – Identical to a volleyball court.



5. **EQUIPMENT:** The official ball used in tournament and league play will be an 8.25" rubber-coated foam ball.
6. **THE GAME:** The object of the game is to eliminate all opposing players by getting them "out". This may be done by:
 - a. Hitting an opposing player with a live thrown ball below the shoulders.
 - b. Catching a live ball thrown by your opponent before it touches the ground. (*Definition: live: A ball that has been thrown and has not touched anything, including the floor/ground, another ball, another player, official or other item outside of the playing field (wall, ceiling, etc.)*)
7. **BOUNDARIES:** During play, all players must remain within the boundary lines. Players may leave the boundaries through their end-line only to retrieve stray balls. They must also return through their end-line.
8. **OPENING RUSH:** Game begins by placing the dodgeballs along the center line – three (3) on one side of the center hash and three (3) on the other. Players then take a position behind their end line. Following a signal by the official, teams may approach the centerline to retrieve the balls. This signal officially starts the contest. Teams may only retrieve the three (3) balls to their right of the center hash. Once a ball is retrieved it must be taken behind the attack-line before it can be legally thrown.
9. **TIMING AND WINNING A GAME:** The first team to legally eliminate all opposing players will be declared the winner. A 3-minute time limit has been established for each contest. If neither team has been eliminated at the end of the 3 minutes, the team with the greater number of players remaining will be declared the winner. Details on overtime can be found in the governing body rules.

10. TIME-OUTS AND SUBSTITUTIONS: Each team will be allowed one (1) 30-second timeout per game. At this time a team may substitute players into the game.
11. 5-SECOND VIOLATION: In order to reduce stalling, a violation will be called if a team in the lead controls all six (6) balls on their side of the court for more than 5 seconds. This also applies to tied teams. More details can be found in the North American Dodgeball Association (NADA) Rule Book.
12. RULE ENFORCEMENT: During pool play or regular-season matches, rules will be enforced primarily by the "honor system"*. Players will be expected to rule whether or not a hit was legal or whether they were legally eliminated. All contests will be supervised by a court monitor*. The court monitor's responsibility will be to rule on any situation in which teams cannot agree. The Court Monitor's decision is final – no exceptions.

*NOTE: During tournament play, all semi-final and final round matches will be officiated by no less than three (3) certified officials. Officials will rule on all legal hits, out-of-bounds and 5-second violations.

SECTION V – CYS SERVICES OPTIONAL INDIVIDUAL SPORTS

WRESTLING

The IMCOM-Europe Region CYS Services Wrestling Program shall incorporate youth ages 6-14. No age waivers shall be granted for youth ages 7 and under for travel or youth ages 15 to participate. Participation for ages under 8 years are locally determined with ages 8-14 considered travel eligible. Wrestling meets shall be modified round robin.

The number of wrestlers will be restricted per meet. Each garrison team shall not exceed fifty wrestlers. Total wrestlers shall not exceed two hundred fifty wrestlers per meet.

Local programs are encouraged to limit travel for youth under the age of 8 and encourage local in house wrestling programs.

1. GROUPING:

- a. Individuals/teams shall arrive 45 minutes prior to the first match. The Subject Matter Expert (SME)/Tournament Director (TD) shall oversee the grouping of wrestlers into fours. Grouping shall be first by age and weight (first criteria) and then by experience (second criteria).
- b. Wrestlers should be grouped in not-more-than a two-year span. For example, if the wrestler is seven, they can wrestle an eight or nine year old as long as they are within 6 lbs. for 89lbs. and under; and up to 8lbs. for 90lbs. Mixed brackets involving youth less than 89 lbs. and over 90 lbs. will adhere to the 6 lb. weight variance for bracketing purposes.
- c. The CYS Services SME/TD has the final authority on the brackets for the meet.

2. MATCHES:

- a. A match is a competition between two wrestlers who meet age and weight criteria.
- b. Wrestlers shall warm up prior to all matches.
- c. All match times are locally determined. Match times will not exceed times noted and will remain consistent throughout the meet.
- d. Regular matches for ages 8-14 shall be no more than 3.5 minutes in length. Matches will be divided into three periods: first period 1.5 minutes, second period 1.0 minute and third period 1.0 minute.
- e. The Tournament Director (TD) will determine the mat size and the showing or not showing of scores for mixed age brackets. The following is an example of an allowable determination:
 - A bracket that contains one 9 year old, with three ten year olds, the TD may determine to display the score for the match and/or schedule the match on a regulation mat.
- f. Coaches, spectators, and volunteers of opposing teams/communities will not be provided information on players, e.g. weight or age.
- g. No participant shall have more than 4 matches within a 24 hour period. At each meet, all efforts will be made to schedule 3 bouts per wrestler.
- h. If deemed necessary by the tournament director, an optional 4th bout may be scheduled by the tournament director due to multiple byes or injuries.
- i. At the end of the match; if no fall occurs during the final period, the referee shall direct the wrestlers to return to and remain on the 10ft. circle while they verify the match score. The wrestlers shall shake hands and the referee shall declare the winner by raising his/her hand. For wrestlers ages 9 and under the hands of both wrestlers shall be raised at the end of the match.
- j. Additional weight allowances, and/or exhibition matches are not permitted, nor should be requested.

3. TOURNAMENT DIRECTOR (TD) RESPONSIBILITIES:

- a. A bucket, wet towels, cotton, rubber gloves, mop, disinfectant, and public announcement system, are the responsibility of the TD.
- b. The TD or delegate shall ensure the safety of the wrestler by monitoring their physical condition. In all matches no rest periods will be assessed, the match is recessed only long enough to position the wrestlers for the start of the next period.

4. COACHES: One coach must attend the mandatory coaches meeting to report scratches. Walk-ins and add-ons may be accepted on the day of the competition at the TD's discretion as long as they are on a CYMS roster.

5. ROSTERS:
 - a. Age and weight shall be provided and certified on the roster.
 - b. Wrestler's weights and ages shall be certified on the roster by the SF Director Monday thru Thursday the week of the meet.
 - c. Official rosters shall be signed and certified by the SF Director and submitted to the respective SME/TD not later than Thursday close of business (c.o.b.) prior to the meet. Participants not reflected on the CYMS roster, or not meeting eligibility criteria will not be permitted to wrestle.

6. HEALTH: Wrestlers requesting to participate with skin lesion(s) must complete The National Federation of State High School Associations' (NFHS) Medical Release Form. This document shall be furnished at the weigh-in at each competition. Covering a communicable condition shall not be considered acceptable and does not make the wrestler eligible to participate. CYS Services SF Program may request the CYSS Nurse to attend for medical support.

7. UNIFORM OPTIONS:
 - a. A sleeveless shirt fastened down at the crotch and cut no lower in the back or front than the level of the armpits. The cut under the arms cannot be lower than half the distance between the armpit and belt line.
 - b. Full-length tights with stirrups and close fitting short trunks or a properly cut one-piece uniform. Uniform must have a minimum 4-inch inseam and a maximum length of above the knee singlet with the top cut, full length tights and stirrups.
 - c. Wrestlers shall wear light non-heeled wrestling shoes, reaching above the ankles and laced above the ankles by means of eyelets or non-marking shoes, inspected and approved by the officials.
 - d. Wrestlers shall wear protective headgear which provides adequate ear protection, no injury hazard to the opponent, and an adjustable locking device to prevent it from coming off or turning on the wrestler's head. Wrestlers are not allowed anything which does not permit normal movement of the joints and which prevents one's opponent from applying normal holds. Prior to the start of the meet all special equipment must be certified by the official.
 - e. Wrestlers with long hair are required to wear a non-abrasive/rubber hair cover underneath their headgear that will not cause harm to the wrestler/opponent. Officials shall be present during skin, nails and equipment inspections. In the event that the officials are male and wrestlers are female, a trained female staff member may conduct the skin inspection.

8. WRESTLING AREA:
 - a. Only the coach (2 maximum), wrestlers, officials, and the official time keeper are allowed on the mat. All spectators will remain in the bleachers in order to maintain safety and order.
 - b. Wrestling mats should be cleaned prior to use, not less than every two hours during use, and after use with a bleach solution to kill pathogens on the mat IAW IMCOM-Europe

Region CYS Services requirements. A mat rug or similar item is suggested to clean shoes while entering exiting the mat shall be used.

9. **STOPPING THE MATCH, GAME OR COMPETITION:** An official or SME/TD may stop a match, game, or competition if he or she has a concern of weight, health, or age. If the participant in question is found to be ineligible, the participant will be removed and prohibited from the bout(s). Participants ineligible will not participate if they do not meet age, health, and weight criteria. The SME/TD will report eligibility infractions to the IMCOM-Europe Region CYS Services POC as an unusual occurrence.
10. **UNNECESSARY ROUGHNESS/UNSPORTSMANLIKE BEHAVIOR:**
 - a. Unnecessary roughness involves physical acts that occur during wrestling that exceeds normal aggressiveness, e.g., forceful applications of cross face, a forceful trip, and/or a forearm/elbow used in a punishing way (i.e., on spine or back of the head/neck). Continuing acts of unnecessary roughness can be construed as flagrant misconduct. This is a judgment call by the official.
 - b. Unsportsmanlike conduct involves physical or nonphysical acts which can occur before, during or after a match. Failure to follow directions from the official, pushing, shoving, swearing, taunting, intimidation, baiting opponent, throwing headgear, spitting or clearing of the nasal passage other than in the proper receptacle are examples of unsportsmanlike conduct. Repeatedly dropping to one knee to break locked hands, indicating displeasure with a call, failure to keep shoulder strops up while on mat, and failure to comply with end-of-match procedures are also examples of unsportsmanlike conduct.

GOLF

1. **GENERAL:**
 - a. Who: Youth ages 8-18
 - b. What: Spring Golf
 - c. When: Practices begin on or about 21 March
 - d. Age Determination Date: 15 June
2. **SAMPLE MATCH SCHEDULE:**
 - a. 23 April Baumholder Golf Course, Kaiserslautern
 - b. 7 May Rheinblick Golf Course, Wiesbaden
 - c. 14 May Baumholder Golf Course, Kaiserslautern
 - d. 4 June Rheinblick Golf Course, Wiesbaden
3. **AUTHORIZED MATCHES:**
 - a. 8-9 6 holes from family tees or 150 yard markers
 - b. 10-12 9 holes from family tees or 150 yard markers
 - c. 13-15 9 holes from white (men) or red (women) tees
 - d. 16-18 9 holes from white (men) or red (women) tees

4. **UNAUTHORIZED MATCHES:** NO matches shall be conducted during a lightning storm or under a lightning warning for that area/region. No 18-hole matches are authorized.
5. **GENERAL INFORMATION:** Practices will start on or about the week of 21 March and should be held twice a week and course time allowed on Saturdays prior to the start of the season. Golfers must be educated on proper golf attire, course etiquette, fast play, and the rules of the game. Safety is of utmost importance and all weather/lightning warnings should be taken seriously and without resolve. Under no circumstances should anyone be allowed on the course during a lightning storm or a lightning warning. Youth and staff are required to bring appropriate clothing for the weather, i.e. rain gear.
6. **SAFETY AND WEATHER:** Safety is of utmost importance and all weather/lightning warnings should be taken seriously and without resolve. Under no circumstances should anyone be allowed on the course during a lightning storm or a lightning warning. If caught in a lightning storm, players shall seek immediate indoor shelter and shall stay clear as possible of trees and metal fixtures.
7. **BASIC RULES:**
 - a. NFHS rules will apply to all matches.
 - b. All local course rules and boundaries will be in effect.
 - c. If there is a discrepancy regarding the rules that cannot be immediately resolved, a second ball will be played and both scores shall be reflected on the scorecard.
 - d. All players will be limited to 10 strokes, including penalties, per hole. If the ball is holed on the 10th stroke, the scorer will notate a 10 on the scorecard. If a player does not hole out on his/her 10th stroke, the player shall pick his/her ball up and assist others in completing the hole. The scorer will notate the scorecard with an X.
 - e. All players shall carry/manage their own bag for the duration of the match unless a valid physician's letter stating the contrary is presented.
8. **DRESS CODE:** Golfers must wear a collared shirt while on golf course premises. No jeans are allowed and shorts must be of proper length and appearance. Golf shoes are not required, but highly recommended. Only soft-spiked golf shoes or closed toe shoes which will not damage the course will be permitted.
9. **SPECTATORS:** Gallery over the age 18 will be allowed on the course as spectators ONLY if the hosting course rules allow it. Spectators will be responsible for their own safety and well-being and shall not help, assist, disrupt, or intentionally distract any player during the match. Cheering and words of encouragement are permissible.
10. **CYS SERVICES STAFF, COACHES AND CHAPERONES:** The designated CYS Services Staff member/POC will have the final say on any ruling, final decision regarding the rules, pairing, or any safety issues/concerns.

11. DISQUALIFICATIONS:

- a. Signing or attesting an inaccurate scorecard.
- b. Any unsportsmanlike conduct including, but not limited to: fighting, profanity, throwing/breaking of equipment, destruction of property, and cheating.
- c. Not completing all assigned holes.

TENNIS

1. GENERAL:

- a. Who: Youth ages 8-15
- b. What: Spring Tennis
- c. When: Practices begin, Mid March
- d. Age Determination Date: 15 June

2. SAMPLE MATCH SCHEDULE:

- a. May 11th Kaiserslautern
- b. May 18th Wiesbaden
- c. June 1st IMCOM-Europe Region Competition

3. AUTHORIZED AGE DIVISIONS:

- a. 8-9 Singles, best of three sets (4 games won), no tie-breaker
- b. 10-12 Singles and Doubles, best of three sets (4 games won), tie-breaker
- c. 13-15 Singles and Doubles, best of three sets (6 games won), tie-breaker
- d. 16-18 Singles and Doubles, best of three sets (6 games won), tie-breaker

4. UNAUTHORIZED MATCHES: NO outdoor matches shall be conducted during a lightning storm or under a lightning warning for that area/region.

5. PRACTICE: Practices will start on or about the week of March 18th and should be held twice a week. Players shall be educated on proper attire, court etiquette, fast play, and the rules of the game. Safety is of utmost importance and all weather/lightning warnings should be taken seriously and without resolve. Under no circumstances should anyone be allowed on an outdoor court during a lightning storm or a lightning warning.

6. SAFETY AND WEATHER: Safety is of utmost importance and all weather/lightning warnings should be taken seriously and without resolve. Under no circumstances should anyone be allowed on an outdoor court during a lightning storm or a lightning warning. If caught in a lightning storm, players shall seek immediate indoor shelter and shall stay clear as possible of trees and metal fixtures.

7. BASIC RULES: All applicable NFHS governing body rules will apply with exceptions made in this document.

Games shall be decided using the No-Ad scoring method.

- No point - “Love”
 - First point - “15”
 - Second point - “30”
 - Third point - “40”
 - Fourth point - “Game”
 - If both players/teams have won three points each, the score is “Deuce” and a deciding point shall be played. The receiver(s) shall choose whether to receive the service from the right half or the left half of the court. In doubles, the players of the receiving team cannot change positions to receive this deciding point. The player/team who wins the deciding point wins the “Game”. In mixed doubles, the player of the same gender as the server shall receive the deciding point. The players of the receiving team cannot change positions to receive the deciding point.
8. **DRESS CODE:** Players must wear a collared shirt while on the court or tennis facility. No jeans are allowed and shorts must be of proper length and appearance. Proper tennis/sport shoes should be worn for the surface to be played upon. At no time will open toed shoes will be allowed.
9. **SPECTATORS:** Family and spectators are encouraged to watch. Spectators will be responsible for their own safety and well-being and shall not help, assist, disrupt, or intentionally distract any player during the match. Parents and guardians will be responsible for behavior/actions of their children, siblings, and/or children under their care. Cheering and words of encouragement are permissible.
10. **CYS SERVICES STAFF, COACHES AND CHAPERONES:** The designated Staff member/POC will have the final say on any ruling, final decision regarding the rules, pairing, or any safety issues/concerns.
11. **DISQUALIFICATIONS:**
- a. Any unsportsmanlike conduct including, but not limited to: fighting, profanity, throwing/breaking of equipment, destruction of property, and cheating.
 - b. Not completing a match.

TRACK AND FIELD

1. **GENERAL:**
 - a. Age requirements:
 - (1) Installation or Local Track and Field Program is designed for Youth ages 6 & 7
 - (2) Travel Division of the Track and Field Program is for Youth ages 8 to 15 (no age waivers for travel division)

b. Practices: Practices begin on or about 5 April

2. AUTHORIZED EVENTS:

a. Running:

- 50 meter (6- 8 year old)
- 100 meter, 200 meter, 400 meter, 800 meter, 1600 meter, 4 x 100 relay, 4 x 200 relay, 4 x 400 relay

b. Field:

- Standing Long Jump (6-10 year old)
- Running Long Jump, Discus, and Shot Put

3. UNAUTHORIZED EVENTS:

- Javelin, High Jump, Pole Vault, Hurdles
- No Shot Put or Discus under age 10
- No spikes for runners under age 10

4. BASIC RULES:

- Spikes are only allowed for runners 10 years and older, and must be 1/8th inch.
- Youth must compete in his/her age group and gender division.
- Youth may compete in 3 events maximum (may be 2 running events including relays and 1 field event or 2 running events and 1 field event.)
- Youth must report to clerks of course 15 minutes prior to their running event.
- Youth are not allowed to wear jewelry or sunglasses unless prescription.
- Only youth will be allowed on the track and/or field unless you are volunteering.
- Make sure no event is in progress before crossing the field or track.
- A participant may enter a maximum of 3 events.

5. RUNNING EVENTS:

- Times will be recorded to the nearest 100th of a second.
- Each running competitor is allowed one false start.
- Runners must stay in their own lane the entire race.
- In the event of ties for 1st place, the head line judge will decide the winner.
- Field events will be measured in feet and inches to the nearest one quarter inch.
- Youth may be excused from a field event to participate in a running event. The individual should return directly to the field event following the running event.

6. STANDING LONG JUMP:

- Youth are allowed 3 jumps. Best of 3 jumps determines place.
- Each legal jump is measured perpendicularly to the foul line to the point touched by the jumper or apparel of the jumper which is nearest the foul line.
- Foul line is 8 feet away from the sand pit.
- In the event of a tie, the best fourth jump will be declared the winner.

7. SOFTBALL, SHOT PUT, AND DISCUS: There are age restrictions on these events.

- a. No glove, tape or other foreign substance may be applied to the throwing hand unless it is required for medical reasons.
- b. Softball and shot put throws are made from the shoulder with one hand only. During the throw, ball must not drop behind or below the shoulder.
- c. Discus is released with palm down.
- d. Throw must be made from a stationary position inside the throwing circle (8ft 2 in. or 2.5m in diameter) and five-foot throw marks indicated on the scratch line. The ball must land inside the fifty-foot wide parallel sidelines. The line is out of bounds.
- e. Each legal throw will be measured for distance from the center of the five foot throw marks located on the scratch line to the point touched by the ball between the two parallel sidelines and nearest the scratch line.
- f. Stepping on or over the scratch line constitutes a foul.
- g. Youth are permitted one run-up without releasing the ball. Failure to release the ball on a second run-up shall constitute a foul.
- h. Each thrower will be allowed three 3 throws. The longest throw will be considered the winner.
- i. In the event of a tie, the best fourth throw will be declared the winner.

8. DISQUALIFICATIONS:

- a. Entering more than 3 events.
- b. Competing in the wrong age group.
- c. Second false start.
- d. Unsportsmanlike behavior (ex. criticizing an opponent, repeated lane infraction, throwing a baton). No further participation is allowed.

CROSS COUNTRY

In cross country running, races are held outdoors on natural terrain. That usually means hills and grass or dirt surfaces. Most races are 3 to 5 kilometers long. There is a high fitness factor since youth must put in a lot of training time and build strength and endurance. Cross country is best for youth who are determined and happy to spend time outside in all kinds of weather.

1. GENERAL:

- a. In cross country running, races are held outdoors on natural terrain. That usually means hills and grass or dirt surfaces. Most races are 3 to 5 kilometers long.
- b. In cross country competition, runners race individually. Finishing times are posted.
- c. Because of the uneven terrain, cross country running requires a different technique than running on a track or road. Runners have to be able to shorten their stride, use their core muscles to help balance and stay upright, and angle their toes slightly outward to keep from slipping on the course.

2. INDIVIDUAL: Runners race in individual events on behalf of a CYS SERVICES Sports and Fitness. Youth that start out in cross country running may later enjoy competing in

individual events, like 10Ks or marathons, although many of these are held on roads rather than off-road trails.

3. **EQUIPMENT:** Running shoes (cross country shoes come with and without spikes) and a uniform for competing. For training, runners wear comfortable, lightweight clothing, plus gear for rain or other inclement weather as needed.
4. **TIME COMMITMENT:** Individual will practices two to three times a week for about an hour each session.
5. **GUIDANCE:** Age cutoff/determination date is 15 November.
 - a. Meet locations will be determined by CYS Services SF Director during scheduling meeting.
 - b. All runners will be registered with host community the Thursday prior to meet.
 - c. NFHS rules will be followed.
 - d. Practice will begin no sooner than 15 August, and will not exceed 14 November.
 - e. Boys and Girls in each age category are authorized the following distance:

Age	Distance
8-12	3000 meters (3K)
13-15	5000 meters (5K)

- f. Youth are required to participate in their age group no waivers. Youth can only run in one event.
- g. Jewelry not permitted. Glasses must have safety attachments.
- h. Youth may wear spikes.
- i. Times will be recorded and given to the coach at the end of meet.
- j. Guided walk of the course times will be determined by CYS Services SF Director. SF Director will also provide maps of complete course.
- k. Course marshals are required to be positioned throughout the course.
- l. The maximum number per team is 25. The max number on any given course is 20.
- m. Meet judges will validate all running times.

APPENDIX A – IMCOM-EUROPE CYS SERVICES VOLUNTEER COACH IDP

IMCOM Europe Region, Child, Youth and School (CYS) Services Volunteer Coach Individual Development Plan (IDP)/Checklist	
Volunteer Name (Last, First):	Volunteer Position Program Location and Title:
Volunteer Phone Contact:	Volunteer Supervisor Name and Phone:
Volunteer's Organization/Mailing Address:	Volunteer Email Address:

Description	Date of Completion	Description	Date of Completion
Signed Volunteer Job Description <small>One time requirement</small>		First Aid Training Orientation <i>to include injury prevention, response and reporting</i> <small>Annual</small>	
Signed Volunteer Agreement DD Form 2793 <small>One time requirement</small>		Cardiopulmonary Resuscitation (CPR) Orientation <i>(Hands-only or equivalent training)</i> <small>Annual</small>	
Signed CYS Services Statement of Understanding <small>Updated annually</small>		CYS Services Youth Sports and Fitness Orientation <i>to include youth health and safety, fire prevention, emergency and evacuation procedures, applicable regulations, installation policy, inclement weather and activity cancellation procedures</i> <small>One time requirement</small>	Coach Initial: Date:
Child Abuse Prevention, Identification & Reporting <small>Annual</small>		Introduction to Ages and Stages Training <i>age appropriate activities, guidance and discipline in addition to techniques for working with special needs children and youth</i> <small>Annual</small>	
Initial Level NAYS Coaches Training, Exam & Code of Ethics <small>One time requirement</small>		Volunteer Orientation and Online Registration www.myarmyonesource.com <i>Role of the volunteer in the program</i> <small>One time requirement</small>	Coach Initial: Date:
Heads Up to Youth Sports Concussion Training www.cdc.gov or www.nays.org <small>Annual</small>			

Training, Clinics, and Observations	Training and Clinics			Recertification		
Description of Training	Sport	Date Completed	Result	Sport	Date Completed	Result
National Alliance for Youth Sports (NAYS) Certification						

APPENDIX B - IMCOM-EUROPE REGION CYS SERVICES VOLUNTEER SPORTS AND FITNESS COACH JOB DESCRIPTION – Page 1



**U.S. Army Child, Youth
& School Services**

- Organization:** IMCOM-Europe Region, Child, Youth and School (CYS) Services Sports and Fitness (SF)
- Position Title:** CYS Services Sports and Fitness Volunteer Coach
- Summary:** *A good coach improves your game. A great coach improves your life – Michael Josephson*
- Duties:** Teach proper skills, fundamentals of rules, strategies and procedures needed to participate in a specified sport in accordance with the CYS Services requirements. Be present at scheduled practices and games at least fifteen minutes before the scheduled starting time. Inform CYS Services SF staff members regarding changes, concerns and issues. Keep players and parents informed about all practice and/or games times and any changes. Maintain a focus on sports skill development, recreation, maximum participation of players, and leisure activities. Maintain CYS Services property, role model appropriate behavior (e.g., Army Values, CYS Services Code of Conduct) and abide by the CYS Services SF philosophy.
- Time Required:** Practices are generally held during the period
Monday – Friday: 1700-2000
Note: Practices must be conducted IAW CYS Services guidance
- Games are generally held Saturday: 0800-1700
Note: Average – one game per week; times vary.
- Benefits:** Program is designed to promote positive attitudes and reinforce CYS Services SF philosophy and Army core values to offer children and youth opportunities to feel competent and instill values associated with the pursuit of skills in sports, fitness, nutrition and recreational activities.

APPENDIX B - IMCOM-EUROPE REGION CYS SERVICES VOLUNTEER SPORTS AND FITNESS COACH JOB DESCRIPTION – Page 2

- Training:** National Youth Sports Coaches Association (NYSCA)
Child Abuse Reporting, Prevention, Identification and Recognition
Developmentally Appropriate Practices
First Aid / CPR Orientation
- Orientation:** CYS Services Sports and Fitness Certification Clinic
Parents Association for Youth Sports (PAYS) Orientation
Parent Meeting specific to sport meeting being coached
- Qualifications:** Background/clearance check IAW CYS Services guidance
- Supervisor:** CYS Services Sports and Fitness Director
- Assessment:** CYS Services SF Volunteer Coaches will receive feedback through the CYS Services SF Director.
Must be available approximately 4-8 hours per week

CYS Services SF Supervisor Signature:

CYS Services, Sports and Fitness Director

Coach/Volunteer Signature:

CYS Services Sports and Fitness Volunteer

Contact Information: (FILL IN LOCAL INFORMATION HERE: NAME, EMAIL, DSN and CIV PHONE)

CYS Services Sports and Fitness – Bringing out the best in youth



**U.S. Army Child, Youth
& School Services**

**IMCOM-Europe Region
Child, Youth and School (CYS) Services
Sports & Fitness
Volunteer Coach File Contents**

File Contents:

- Tab 1: Individual development plan (IDP) and self-disclosure statement
- Tab 2: Background Check Verification Sheet (BCV)
- Tab 3: Volunteer documents, e.g. job description and volunteer agreement
- Tab 4: National Youth Sports Coaches Association (NYSCA) training
- Tab 5: First Aid, CPR, and child abuse prevention orientation information
- Tab 6: Misc. information e.g., rosters and observations



U.S. Army Child, Youth
& School Services

IMCOM-Europe Region
Child, Youth and School (CYS) Services
Sports & Fitness
Volunteer Coach File Contents

Tab 1:

Individual Development Plan (IDP)

Self-Disclosure Statement



U.S. Army Child, Youth
& School Services

IMCOM-Europe Region
Child, Youth and School (CYS) Services
Sports & Fitness
Volunteer Coach File Contents

File Contents:

Tab 2:

Background Check Verification Sheet, VOLUNTEER/HIRED! Checklist



U.S. Army Child, Youth
& School Services

IMCOM-Europe Region
Child, Youth and School (CYS) Services
Sports & Fitness
Volunteer Coach File Contents

File Contents:

Tab 3: Volunteer Program Documents

- Signed Position Description
- Signed Volunteer Agreement, DD Form 2793

The Army Volunteer Coordinator (AVC) provides placement opportunities for volunteers based on interest and agency needs and assists volunteer organizations with recruitment, training and guidance for volunteer recognition. **Types of Volunteers:** Installation volunteers fall into three categories: statutory, private organization, and gratuitous service. **Statutory volunteers** are those volunteers authorized by federal statute (10 USC 1588) to provide services in certain Department of Defense activities such as MWR, family programs, museums, chaplain, child care, etc. **Applicable Volunteer Policies and Regulations:** [Army Community Service Center \(AR 608-1\) Required Volunteer Registration Forms](#). Per AR 608-1, all statutory volunteers must register, complete a volunteer agreement, and have a position description PRIOR to starting work. In addition, the regulation requires volunteers to document all hours worked. **The DD 2793, Volunteer Agreement. DD 2793, Volunteer Agreement** This form is position specific and must be signed by the volunteer and the unit/organization accepting official. A separate DD2793 form must be completed/signed for each statutory activity in which the volunteer works. The original must be maintained in the unit/organization files, and a copy provided to the AVC office. Organizations are now on line with the new Department of Army Volunteer Management Information System (VMIS) at <http://www.myarmyonesource.com>.



U.S. Army Child, Youth
& School Services

IMCOM-Europe Region
Child, Youth and School (CYS) Services
Sports & Fitness
Volunteer Coach File Contents

Tab 4:

Coaches Sport Specific Training

- NYSCA and other training
- NYSCA exam
- NYSC code of ethics



U.S. Army Child, Youth
& School Services
IMCOM-Europe Region
Child, Youth and School (CYS) Services
Sports & Fitness
Volunteer Coach File Contents

Tab 5: Required Training:

- First Aid Orientation
- Child Abuse Prevention Training
- Cardiopulmonary resuscitation (CPR)
Orientation



U.S. Army Child, Youth
& School Services

IMCOM-Europe Region
Child, Youth and School (CYS) Services
Sports & Fitness
Volunteer Coach File Contents

Tab 6: Miscellaneous

- Observations

**APPENDIX D – IMCOM-EUROPE REGION CYS SERVICES SPORTS OFFICIALS
NOMINATION**

Garrison:						
Official's Name:						
	Last		First			
Mailing Address:						
Phone:						
	DSN		Cell			
E-Mail Address:						
NAF Contract Number:			Expiration:			
Certification Date:						
Current: IMCOM-Europe Region Contract:			YES	NO		
			circle one			
I. SPORT FOR NOMINATION (Garrison Input)						
Event:						
Location:						
Dates:						
II. GARRISON INFORMATION:						
Sports Director's Name:						
	Printed/Typed		Signature			
Location of CYS Services Background Suitability File:						
POC for CYS Services Background Suitability File:						
Overall Rank of this Official:	Excellent	Good	Fair	Rookie	Poor	Have not Observed
(circle one)	1	2	3	4	5	0

APPENDIX E – IMCOM-EUROPE REGION CYS SERVICES CLINIC AND CONTEST TALLY SHEET – Page 1

CLINIC AND CONTEST TALLY SHEET

INSTALLATION: _____ **SITE:** _____ **DATE:** _____

Complete a separate checklist for each installation and event.

PRIMARY INSTALLATION POC NAME:	INSTALLATION POC EMAIL:	TELEPHONE:
PRIMARY ASSESSMENT TEAM MEMBER COMPLETING THIS CHECKLIST:		TELEPHONE/E MAIL:

Standard	Content Area	Score	Maximum
1	Safety and Facilities		12
2	Command Support		6
3	Logistics Support		12
4	Security Assessment		6
5	Medical Services		6
6	Cultural, Recreation and Leisure Activities		3
Total Score			45

Congratulations! You have been chosen to assess a location to be a potential host site for a sports competition. Knowing the requirements for an event is critical. There are many different kinds of arrangements that may be used in a sports competition, e.g. play pool or a single elimination bracket.

- The arrangement is usually determined by:
1. The type of sport or event
 2. The amount of teams or individuals
 3. Playing, prep., travel and rest times
 4. Required fields, courts, and equipment
 5. Number of officials, umpires, or judges
 6. Competitions held in conjunction

Source: National Federation of State High School Associations (NFHS) Guidelines

1. Safety and Facilities

Safety inspections are conducted and deficiencies have been corrected.

INTENT: To establish an effective safety and accident prevention program. To ensure that deficiencies that cannot be corrected on the spot are properly prioritized and corrected by the appropriate proponent. To validate that appropriate unobstructed space and clearances are allocated as recommended by the governing body of the respective sport to minimize the risk of injury for spectators and athletes.

An annual on-site inspection is conducted by safety officer or designee, verification is documented. A risk assessment has been conducted to reflect the capability to support a tournament at the host site.

A risk assessment (RA) has been conducted to reflect the capability to support a tournament at the host site.

Host site facilities meet minimum governing body requirements.

Host site has the minimum number of facilities, e.g. fields or courts available for use. The facilities are available for use at the required time(s).

Notes	Score	Criteria
		0=Not Met 3= Met
		0=Not Met 3= Met
		0=Not Met 3= Met
		0=Not Met 3= Met

APPENDIX E – IMCOM-EUROPE REGION CYS SERVICES CLINIC AND CONTEST TALLY SHEET – Page 2

Number of facilities and types required: _____ _____ _____ _____	Events scheduled in conjunction of being conducted at the same time and same installation, e.g. Cheerleading and Basketball Competitions: _____ _____	Notes:
--	---	--------

Note: Please list facilities that are intended to be used for the tournament or competition.

FIELD, COURT, FACILITY OR BUILDING NAME/ADDRESS:	POINT OF CONTACT:	TELEPHONE/E MAIL:	DATE OF VISIT:
FIELD, COURT, FACILITY OR BUILDING NAME/ADDRESS:	POINT OF CONTACT:	TELEPHONE/E MAIL:	DATE OF VISIT:
FIELD, COURT, FACILITY OR BUILDING NAME/ADDRESS:	POINT OF CONTACT:	TELEPHONE/E MAIL:	DATE OF VISIT:
FIELD, COURT, FACILITY OR BUILDING NAME/ADDRESS:	POINT OF CONTACT:	TELEPHONE/E MAIL:	DATE OF VISIT:

2. Command

Command has demonstrated support to host the event.

INTENT: To ensure installation command is in support of hosting the event.

Documentation is on file reflecting that the installation command is in support of hosting the event, e.g. a request from the installation command to host the event.

Notes	Score	Criteria
		0=No evidence of command support 3=Evidence of command support but no documentation 6= Documented evidence of command support to host the tournament on file.

3. Logistical Support

Site is geographically accessible; support is available to host the event.

INTENT: To ensure installation logistics can support hosting the event and that the geographic location is reasonable.

a. Logistical support (LS) is available and adequate to support the event.

b. Lodging, shopping, and dining (LSD) facilities are available and adequate.

Notes	Score	Criteria
		0=LS is not available 3= LS is available and adequate.
		0=LSD not available 3= LSD are adequate

APPENDIX E – IMCOM-EUROPE REGION CYS SERVICES CLINIC AND CONTEST TALLY SHEET – Page 3

c. Visiting Teams can travel to the site without unreasonable expense or travel time.

		0=Location is not easily accessed by bus, rail, or plane. 2=Location is easily accessible by bus or plane. 3= Location is easily accessed by bus, rail, or plane.
--	--	---

d. Combined sporting events, e.g. Girls and Boys Basketball: When two events are co-located, adequate logistical support (LS) is available to support all events.

		0=LS is not available 3= LS is available and adequate.
--	--	---

INTENT: To ensure installation logistics can support hosting multiple events that are held at the same location at the same time due to transportation and staffing requirements.

4. Security and Protection

A security assessment has been conducted and findings have been mitigated. The site has been assessed for force security and protection, assessment documentation reflects that the proposed venue(s) meet minimum standards.

INTENT: To ensure security and protection of the force by validating that appropriate security and force protection measures are in place.

a. Proposed venue is on a military installation, required Force Protection Measures are in place to host the event.

Notes	Score	Criteria
		0=Location is not on a military installation. 1=Location is on a military installation, no assessment conducted. 2=Location is on a military installation, assessment conducted. 3=Location is on a military installation, assessment conducted findings mitigated.

b. Proposed venue is not on a military installation, required Force Protection Measures are in place to host the event.

		0=Location not on a military installation, no assessment conducted. 1=Location is not on a military installation, assessment conducted. 3=Location is on a military installation, assessment conducted findings mitigated.
--	--	--

c. Access to the venue(s) is possible without unreasonable wait times or measures.

		0=Unreasonable wait times exist to access venue(s). 1=Wait times to access venue are moderate. 3=No unreasonable wait times to access venue.
--	--	--

APPENDIX E – IMCOM-EUROPE REGION CYS SERVICES CLINIC AND CONTEST TALLY SHEET – Page 4

5. Medical Services

Medical services are available and easily accessible. Emergency response time is acceptable. Onsite medical services are available when required.

INTENT: To ensure adequate medical support and response when needed.

a. Emergency response time is acceptable, medical services are available and easily accessible.

INTENT: To ensure adequate medical support and response meeting minimum standards is available when needed.

Notes	Score	Criteria
		0=Medical response time exceeds agency maximum. 1=Medical response time meets agency minimum. 3=Medical response time exceeds agency minimum.

b. Onsite medical services are acceptable, available and meet minimum standards.

INTENT: To ensure adequate medical support and response meeting minimum standards is available when needed.

Notes	Score	Criteria
		0=Onsite medical support is not available. 3=0=Onsite medical support is available.

6. Cultural, Recreational and Leisure Activities

Recreational/leisure activities are available for teams prior to and after games.

INTENT: To ensure cultural, recreation and leisure programs are available for participants in conjunction with the event. Youth Center and other programs are accessible and coordinated to support times that participants are available.

Cultural, recreation and leisure (CRL) programs are available for participants in conjunction with the event.

Notes	Score	Criteria
		0= CRL not available 1= CRL somewhat available 3= CRL available

Potential cultural, recreation and leisure programs for participants in conjunction with the event.	Notes

**APPENDIX E – IMCOM-EUROPE REGION CYS SERVICES
CLINIC AND CONTEST TALLY SHEET – Page 5**

7. Tournament Site Summary

as of compliance or non compliance worthy to document.		N o

8. Tournament Site Recommendation

What is the conclusion of the assessment? Based on the assessment criteria, do you recommend the site assessed be considered as a host site? Why?

Yes No (Circle)	Notes
PRIMARY TEAM MEMBER SIGNATURE:	DATE:

Tournaments and clinics are an integral part of the CYS Services Sports and Fitness Program. IMCOM-Europe Region CYS Services considers these programs to be part of the youth sports base programming. Due to the wide geographic dispersion of our youth programs, it is more cost effective for the IMCOM-Europe Region CYS Services POC to coordinate with sponsoring garrisons and manage the logistics of organizing both the tournaments and the clinics to train staff and officials.





Garrison Sports and Fitness Directors shall budget for clinics and tournaments if chosen as a host site, furthermore garrisons shall budget for their staff, coaches, and youth to attend tournaments, clinics, and certification clinics. The IMCOM-Europe Region CYS Services POC will provide guidance to program directors as to max funding to be used for each event and prohibited uses of QCYS UFM dollars.

Unless otherwise stated by the IMCOM-Europe Region CYS Services POC, authorized purchases including awards shall not exceed \$6500.00 per tournament/clinic. IAW AR 215-1, the following are authorized tournament and clinic QCYS UFM expenses:

1. Awards, medallions and reconditioning of recycled trophies for team and individual First, Second and Third place awards for IMCOM Europe Region Events are NTE \$7.00 per unit.
2. Approved officials and clinicians to include travel and hotel expenses in support of the tournament/clinic.
3. Overtime, labor, and staff expenses.
4. Participation awards for volunteers and participants NTE \$10.00 each.
5. Supplies and equipment to host tournament, e.g. balls, rakes, flags, nets, water, cups, paint, replacement player equipment.

APPENDIX F – IMCOM-EUROPE REGION CHILD, YOUTH AND SCHOOL (CYS) SERVICES YOUTH FOOTBALL CONDITIONING PLAN – Page 1

DAY 1





Station 1: Dynamic Warm-Up Core/Stabilization	Station 2: Technical Period Form & Mechanics Strength Development	Station 3: Developmental Period Plyometric & Speed Dev	Station 4: Mobility Agility/Quickness Reactive
			
Time: 15 minutes	Time: 15 minutes	Time: 15 minutes	Time: 15 minutes
<p><u>Station 1: Active Warm Up (ENTIRE GROUP)</u></p> <p>Step and Pull Straight Leg Kicks Sumo Steps Walking Lunge Series Spider-mans Skips Skip and Twist High Knees Reverse High Knees Side Shuffles</p> <p>Dynamic Stretch Trunk Twist Hip Rolls Shoulder Rolls Knee Circles Ankle Rolls</p> <p>Core Pillar 1 Floor Flexions Single Leg V-Up V-Ups Supine Pedestal Run Floor Extension Arch Ups Pedestal Bridges Pelvic Tilts Flex-Extend-Rotate Combo Seal Rolls Bridge and V-Up Side Pedestal Run Alternate Leg Lifts Prone (forearm) Supine (forearm) Sides (forearm)</p>	<p><u>Station 1: Technique and Strength</u></p> <p><u>Introduction to footwork</u> “A” Walk forward “A” Walk Backward “A” Skip Forward “A” Skip Backward</p> <p><u>Start Mechanics</u> Squared Step Start X 2 each side Staggered Step Start X 2 each side Open Step Start X 2 each side Drop Step X 2 each side</p> <p><u>Introduction to Strength Development</u> Squats X 2 sets X 2 12 reps Squat Jumps X 2 sets X 12 reps Lunges X 2 sets X 12 Reps Single Leg Lunge Jumps X 2 sets X 12 Reps</p>	<p><u>Station 3: Development</u></p> <p><u>Introduction to Athletic Position</u> Athletic position squat and holds X 2 sets of 10 Athletic position drop and holds X 2 sets of 10</p> <p><u>Introduction to Jumping Mechanics and Speed Development</u> Athletic position squat jump and absorb 3 X 8 Athletic position squat jump and hold over small hurdles 3 X 8 Pogo Jumps 3 X 8 Pogo Jumps over hurdles 3 X 8</p>	<p><u>Station 3: Mobility/Agility/Quickness/Reactive</u></p> <p>Reaction Sprints 6 X 10 Yards</p> <p>Mirror Drills 3 X 15 seconds</p> <p>Cone Speed Cuts W-drill with power cut emphasis (technique and mobility specific 6X20 yards)</p>

Radcliffe, James C. *Functional Training for Athletes at All Levels: Workouts for Agility, Speed and Power*. Berkeley, CA: Ulysses, 2007.

Radcliffe, James C. *Explosive Power Development: Functional Training for Levels of Sports Activity Youth to Adults*. Exer Technics Inc, 2014.

IMCOM-EUROPE Child, Youth and School (CYS) Services Sports and Fitness Requirements





APPENDIX F – IMCOM-EUROPE REGION CHILD, YOUTH AND SCHOOL (CYS) SERVICES YOUTH FOOTBALL CONDITIONING PLAN – Page 2
DAY 2

Station 1: Dynamic Warm-Up Core/Stabilization	Station 2: Technical Period Form & Mechanics Strength Development	Station 3: Developmental Period Plyometric & Speed Dev	Station 4: Mobility Agility/Quickness Reactive
			
Time: 15 minutes	Time: 15 minutes	Time: 15 minutes	Time: 15 minutes
<u>Station 1: Active Warm Up (ENTIRE GROUP)</u> Step and Pull Straight Leg Kicks Sumo Steps Walking Lunge Series Spider-mans Skips Skip and Twist High Knees Reverse High Knees Side Shuffles Dynamic Stretch Trunk Twist Hip Rolls Shoulder Rolls Knee Circles Ankle Rolls Core Pillar 2 Partner Back to Back Pulls Buddy Rows Partner Push and Squat Hamstring Dips Wheel Barrow Toe to Toe Squat Floor Rotations Partner Hip Switch Double Leg Angles	<u>Station 1: Technique and Strength</u> <u>Introduction to footwork</u> Prance 3 X 8-12 Gallops 3 X 8-12 Fast Skip 3 X 8-12 <u>Start Mechanics</u> Squared Step Start X 2 each side Staggered Step Start X 2 each side Open Step Start X 2 each side Drop Step X 2 each side <u>Introduction to Strength Development</u> Mountain Climbers 3 X 20 Burpee 3 X 10 Plank to Push Up 3 X 30 Seconds Lateral Push Up Crawls 3 X 10 yards	<u>Station 3: Development</u> <u>Introduction to Athletic Position</u> Athletic position squat and holds X 2 sets of 10 Athletic position drop and holds X 2 sets of 10 <u>Introduction to Jumping Mechanics and Speed Development</u> Athletic position squat jump and absorb 3 X 8 Athletic position squat jump and hold over small hurdles 3 X 8 Pogo Jumps 3 X 8 Pogo Jumps over hurdles 3 X 8	<u>Station 3: Mobility/Agility/Quickness/Reactive</u> Magic Cone Drill 6 X 15 Yards Speed Weave 6 X 15 yds 5/10/5 Shuttle Run 6 X

Radcliffe, James C. *Functional Training for Athletes at All Levels: Workouts for Agility, Speed and Power*. Berkeley, CA: Ulysses, 2007.

Radcliffe, James C. *Explosive Power Development: Functional Training for Levels of Sports Activity Youth to Adults*. Exertechnics Inc, 2014.





APPENDIX F – IMCOM-EUROPE REGION CHILD, YOUTH AND SCHOOL (CYS) SERVICES YOUTH FOOTBALL CONDITIONING PLAN – Page 3
DAY 3

Station 1: Dynamic Warm-Up Core/Stabilization	Station 2: Technical Period Form & Mechanics Strength Development	Station 3: Developmental Period Plyometric & Speed Dev	Station 4: Mobility Agility/Quickness Reactive
			
Time: 15 minutes	Time: 15 minutes	Time: 15 minutes	Time: 15 minutes
<p><u>Station 1: Active Warm Up (ENTIRE GROUP)</u></p> <p>Step and Pull Straight Leg Kicks Sumo Steps Walking Lunge Series Spider-mans Skips Skip and Twist High Knees Reverse High Knees Side Shuffles</p> <p>Dynamic Stretch Trunk Twist Hip Rolls Shoulder Rolls Knee Circles Ankle Rolls</p> <p>Core Pillar 3</p> <p>Butterfly Rolls Hurdler Roll Forward Hurdler Roll Backward Mt. Climbers Burpees Handstand Handwalking Duck Walk Forward Duck Walk Backward</p>	<p><u>Station 1: Technique and Strength</u></p> <p><u>Introduction to footwork</u> Prance 3 X 8-12 Gallops 3 X 8-12 Fast Skip 3 X 8-12</p> <p><u>Strength Development</u> Shovel Toss 2 X 8 Scoop Toss 2 X 8 Twist Toss 2 X 8 Kneeling Chest Pass 2 X 8</p> <p>Push Ups 2 X 10 with hold</p>	<p><u>Station 3: Development</u></p> <p><u>Introduction to Athletic Position</u> Athletic position squat and holds X 2 sets of 10 Athletic position drop and holds X 2 sets of 10</p> <p><u>Introduction to Jumping Mechanics and Speed Development</u> Squat jumps hit and stick over large hurdles 6 hurdles X 3 sets Squat jumps hit and go over large hurdles 6 hurdles X 3 sets 3 feet apart Pogo jumps over large hurdles 6 hurdles X 3 sets Lateral squat jumps hit and go over large hurdles 2 sets each way X 6 hurdles Horizontal split squat jumps hit and stick 5 reps each leg X 3 sets</p>	<p><u>Station 3: Mobility/Agility/Quickness/Reactive</u></p> <p><u>Reaction Sprints</u> 6 X 15 yards Sit Drill 1 X 6 Sway Drill 1 X 6</p>

Radcliffe, James C. *Functional Training for Athletes at All Levels: Workouts for Agility, Speed and Power*. Berkeley, CA: Ulysses, 2007.

Radcliffe, James C. *Explosive Power Development: Functional Training for Levels of Sports Activity Youth to Adults*. Exertechnics Inc, 2014.





APPENDIX F – IMCOM-EUROPE REGION CHILD, YOUTH AND SCHOOL (CYS) SERVICES YOUTH FOOTBALL CONDITIONING PLAN – Page 4
DAY 4

Station 1: Dynamic Warm-Up Core/Stabilization	Station 2: Technical Period Form & Mechanics Strength Development	Station 3: Developmental Period Plyometric & Speed Dev	Station 4: Mobility Agility/Quickness Reactive
			
Time: 15 minutes	Time: 15 minutes	Time: 15 minutes	Time: 15 minutes
<p><u>Station 1: Active Warm Up (ENTIRE GROUP)</u></p> <p>Step and Pull Straight Leg Kicks Sumo Steps Walking Lunge Series Spider-mans Skips Skip and Twist High Knees Reverse High Knees Side Shuffles</p> <p>Dynamic Stretch Trunk Twist Hip Rolls Shoulder Rolls Knee Circles Ankle Rolls</p> <p>Core Pillar 4</p> <p>Med Ball Push Up Alt. Arm Med Ball Push Up 2 Arm Med Ball Over/Under Med Ball Half Twists Med Ball Full Twists Russian Twists Sit up and Throw Hamstring Push Up</p>	<p><u>Station 1: Technique and Strength</u></p> <p><u>Introduction to footwork</u> Prance 3 X 8-12 Gallops 3 X 8-12 Fast Skip 3 X 8-12</p> <p><u>Introduction to footwork</u> “A” Walk forward “A” Walk Backward “A” Skip Forward “A” Skip Backward</p> <p><u>Start Mechanics</u> Squared Step Start X 2 each side Staggered Step Start X 2 each side Open Step Start X 2 each side Drop Step X 2 each side</p> <p><u>Introduction to Strength Development</u></p> <p>Single Leg squats X 2 sets X 12 reps Balance Burners X 2 sets X 12 reps each leg Walking lunges X 2 sets X 12 Reps Alternating Lunge Jumps X 2 sets X 16 Reps</p>	<p><u>Station 3: Development</u></p> <p><u>Introduction to Athletic Position</u></p> <p>Athletic position squat and holds X 2 sets of 10 Athletic position drop and holds X 2 sets of 10</p> <p><u>Introduction to Jumping Mechanics and Speed Development</u></p> <p>Athletic position squat jump and absorb 3 X 8 Athletic position squat jump and hold over small hurdles 3 X 8 Pogo Jumps 3 X 8 Pogo Jumps over hurdles 3 X 8</p>	<p><u>Station 3: Mobility/Agility/ Quickness/Reactive</u></p> <p>Reaction Sprints 6 X 15 Yards</p> <p>Sit Drill 1 X 6 Sway Drill 1 X 6 Speed Weave 4 X 15 yds.</p>

Radcliffe, James C. *Functional Training for Athletes at All Levels: Workouts for Agility, Speed and Power*. Berkeley, CA: Ulysses, 2007.

Radcliffe, James C. *Explosive Power Development: Functional Training for Levels of Sports Activity Youth to Adults*. ExerTechnics Inc, 2014.





APPENDIX F – IMCOM-EUROPE REGION CHILD, YOUTH AND SCHOOL (CYS) SERVICES YOUTH FOOTBALL CONDITIONING PLAN – Page 5
DAY 5

Station 1: Dynamic Warm-Up Core/Stabilization	Station 2: Technical Period Form & Mechanics Strength Development	Station 3: Developmental Period Plyometric & Speed Dev	Station 4: Mobility Agility/Quickness Reactive
			
Time: 15 minutes	Time: 15 minutes	Time: 15 minutes	Time: 15 minutes
<p><u>Station 1: Active Warm Up (ENTIRE GROUP)</u></p> <p>Step and Pull Straight Leg Kicks Sumo Steps Walking Lunge Series Spider-mans Skips Skip and Twist High Knees Reverse High Knees Side Shuffles</p> <p>Dynamic Stretch Trunk Twist Hip Rolls Shoulder Rolls Knee Circles Ankle Rolls</p> <p>Core Pillar 1</p> <p>Floor Flexions Single Leg V-Up V-Ups Supine Pedestal Run Floor Extension Arch Ups Pedestal Bridges Pelvic Tilts Flex-Extend-Rotate Combo Seal Rolls Bridge and V-Up Side Pedestal Run Alternate Leg Lifts Prone (forearm) Supine (forearm) Sides (forearm)</p>	<p><u>Station 1: Technique and Strength</u></p> <p><u>Introduction to footwork</u> "A" Walk forward "A" Walk Backward "A" Skip Forward "A" Skip Backward "B" Walk with Shoulder and Hip "B" Skip Forward "B" Skip Backwards</p> <p><u>Introduction to Strength Development</u></p> <p>Partner Wheel Barrow (forward/lateral) 2 sets X 10 yards Crawl/Burpee X 2 sets X 10 yards Kneeling Push Up Throws X 2 sets X 10</p>	<p><u>Station 3: Development</u></p> <p><u>Introduction to Athletic Position</u></p> <p>Athletic position squat and holds X 2 sets of 10 Athletic position drop and holds X 2 sets of 10</p> <p><u>Introduction to Jumping Mechanics and Speed Development</u></p> <p>Athletic position squat jump and absorb 3 X 8 Athletic position squat jump and hold over small hurdles 3 X 8 Pogo Jumps 3 X 8 Pogo Jumps over hurdles 3 X 8</p>	<p><u>Station 3: Mobility/Agility/Quickness/Reactive</u></p> <p>Sit Drill 1 X 6 Sway Drill 1 X 6 Speed Weave 4 X 15 yds 5/10/5 Shuttle Run 6 X Power Weave 6 X 3 cone "L" Run 6X</p>

Radcliffe, James C. *Functional Training for Athletes at All Levels: Workouts for Agility, Speed and Power*. Berkeley, CA: Ulysses, 2007.

Radcliffe, James C. *Explosive Power Development: Functional Training for Levels of Sports Activity Youth to Adults*. Exertechnics Inc, 2014.





APPENDIX F – IMCOM-EUROPE REGION CHILD, YOUTH AND SCHOOL (CYS) SERVICES YOUTH FOOTBALL CONDITIONING PLAN – Page 6
DAY 6

Station 1: Dynamic Warm-Up Core/Stabilization	Station 2: Technical Period Form & Mechanics Strength Development	Station 3: Developmental Period Plyometric & Speed Dev	Station 4: Mobility Agility/Quickness Reactive
			
Time: 15 minutes	Time: 15 minutes	Time: 15 minutes	Time: 15 minutes
<u>Station 1: Active Warm Up (ENTIRE GROUP)</u> Step and Pull Straight Leg Kicks Sumo Steps Walking Lunge Series Spider-mans Skips Skip and Twist High Knees Reverse High Knees Side Shuffles Dynamic Stretch Trunk Twist Hip Rolls Shoulder Rolls Knee Circles Ankle Rolls Core Pillar 2 Partner Back to Back Pulls Buddy Rows Partner Push and Squat Hamstring Dips Wheel Barrow Toe to Toe Squat Floor Rotations Partner Hip Switch Double Leg Angles	<u>Station 1: Technique and Strength</u> <u>Introduction to football</u> Prance 3 X 8-12 Gallops 3 X 8-12 Fast Skip 3 X 8-12 Ankle Flip 2 X 8-12 <u>Strength Development</u> Shovel Toss 2 X 8 Scoop Toss 2 X 8 Twist Toss 2 X 8 Kneeling Chest Pass 2 X 8 Push Ups 2 X 10 with hold	<u>Station 3: Development</u> <u>Introduction to Jumping Mechanics and Speed Development</u> Athletic position squat jump and absorb 3 X 8 Athletic position squat jump and hold over small hurdles 3 X 8 Pogo Jumps 3 X 8 Pogo Jumps over hurdles 3 X 8 Knee Tuck Jump 3 X 8 Double Leg Hops 3 X 5 Side Hops 3 X 5 Single Leg Pogo 3 X 5 <u>Power Development</u> Introduction to harness pulls (perfect form, chest up, arms driving, knees driving up and forward) 1 partner harness pulls X 15 yards each person X 3 sets 1 full 15 yard sprint immediately after harness pull X 3 sets Repeat 3 times each person	<u>Station 3: Mobility/Agility/Quickness/Reactive</u> Sway Drill 1 X 6 Speed Weave 4 X 15 yds 5/10/5 Shuttle Run 6 X Power Weave 6 X 3 cone "L" Run 6X

Radcliffe, James C. *Functional Training for Athletes at All Levels: Workouts for Agility, Speed and Power*. Berkeley, CA: Ulysses, 2007.

Radcliffe, James C. *Explosive Power Development: Functional Training for Levels of Sports Activity Youth to Adults*. Exertechnics Inc, 2014.





APPENDIX F – IMCOM-EUROPE REGION CHILD, YOUTH AND SCHOOL (CYS) SERVICES YOUTH FOOTBALL CONDITIONING PLAN – Page 7
DAY 7

Station 1: Dynamic Warm-Up Core/Stabilization	Station 2: Technical Period Form & Mechanics Strength Development	Station 3: Developmental Period Plyometric & Speed Dev	Station 4: Mobility Agility/Quickness Reactive
			
<p>Time: 15 minutes</p> <p><u>Station 1: Active Warm Up (ENTIRE GROUP)</u></p> <p>Step and Pull Straight Leg Kicks Sumo Steps Walking Lunge Series Spider-mans Skips Skip and Twist High Knees Reverse High Knees Side Shuffles</p> <p>Dynamic Stretch Trunk Twist Hip Rolls Shoulder Rolls Knee Circles Ankle Rolls</p> <p>Core Pillar 3</p> <p>Butterfly Rolls Hurdler Roll Forward Hurdler Roll Backward Mt. Climbers Burpees Handstand Handwalking Duck Walk Forward Duck Walk Backward</p>	<p>Time: 15 minutes</p> <p><u>Station 1: Technique and Strength</u></p> <p><u>Introduction to footwork</u> Prance 3 X 8-12 Gallops 3 X 8-12 Fast Skip 3 X 8-12</p> <p><u>Introduction to Strength Development</u></p> <p>Partner Front Squats 2 Sets X 10 reps</p> <p>Partner back to back squats X 2 sets X 10 reps</p> <p>Partner Hamstring Pulls X 2 sets X 10 reps</p>	<p>Time: 15 minutes</p> <p><u>Station 3: Development</u></p> <p><u>Introduction to Athletic Position</u></p> <p>Athletic position squat and holds X 2 sets of 10</p> <p>Athletic position drop and holds X 2 sets of 10</p> <p><u>Introduction to Jumping Mechanics and Speed Development</u></p> <p>Athletic position squat jump and absorb 3 X 8</p> <p>Athletic position squat jump and hold over small hurdles 3 X 8</p> <p>Pogo Jumps 3 X 8</p> <p>Pogo Jumps over hurdles 3 X 8</p>	<p>Time: 15 minutes</p> <p><u>Station 3: Mobility/Agility/Quickness/Reactive</u></p> <p>Magic Cone Drill 6 X 15 Yards</p> <p>Speed Weave 6 X 15 yds</p> <p>5/10/5 Shuttle Run 6 X</p>

Radcliffe, James C. *Functional Training for Athletes at All Levels: Workouts for Agility, Speed and Power*. Berkeley, CA: Ulysses, 2007.

Radcliffe, James C. *Explosive Power Development: Functional Training for Levels of Sports Activity Youth to Adults*. Exertechnics Inc, 2014.





APPENDIX F – IMCOM-EUROPE REGION CHILD, YOUTH AND SCHOOL (CYS) SERVICES YOUTH FOOTBALL CONDITIONING PLAN – Page 8
DAY 8

Station 1: Dynamic Warm-Up Core/Stabilization	Station 2: Technical Period Form & Mechanics Strength Development	Station 3: Developmental Period Plyometric & Speed Dev	Station 4: Mobility Agility/Quickness Reactive
			
<p>Time: 15 minutes</p> <p><u>Station 1: Active Warm Up (ENTIRE GROUP)</u></p> <p>Step and Pull Straight Leg Kicks Sumo Steps Walking Lunge Series Spider-mans Skips Skip and Twist High Knees Reverse High Knees Side Shuffles</p> <p>Dynamic Stretch Trunk Twist Hip Rolls Shoulder Rolls Knee Circles Ankle Rolls</p> <p>Core Pillar 4</p> <p>Med Ball Push Up Alt. Arm Med Ball Push Up 2 Arm Med Ball Over/Under Med Ball Half Twists Med Ball Full Twists Russian Twists Sit up and Throw Hamstring Push Up</p>	<p>Time: 15 minutes</p> <p><u>Station 1: Technique and Strength</u></p> <p><u>Introduction to footwork</u> Prance 3 X 8-12 Gallops 3 X 8-12 Fast Skip 3 X 8-12</p> <p><u>Introduction to Strength Development</u></p> <p>Mountain Climbers 3 X 20</p> <p>Single Leg Burpee 3 X 10</p> <p>Plank to Push Up 3 X 30 Seconds</p> <p>Lateral Push Up Crawls 3 X 10 yards</p>	<p>Time: 15 minutes</p> <p><u>Station 3: Development</u></p> <p><u>Introduction to Athletic Position</u></p> <p>Athletic position squat and holds X 2 sets of 10</p> <p>Athletic position drop and holds X 2 sets of 10</p> <p><u>Introduction to Jumping Mechanics and Speed Development</u></p> <p>Athletic position squat jump and absorb 3 X 8 Athletic position squat jump and hold over small hurdles 3 X 8 Pogo Jumps 3 X 8 Pogo Jumps over hurdles 3 X 8</p> <p><u>Power Development</u></p> <p>Introduction to harness pulls</p> <p>perfect form, chest up, arms driving, knees driving up and forward</p> <p>1 partner harness pulls X 15 yards each person X 3 sets</p> <p>1 full 15 yard sprint immediately after harness pull X 3 sets Repeat 3 times each person</p>	<p>Time: 15 minutes</p> <p><u>Station 3: Mobility/Agility/Quickness/Reactive</u></p> <p>Magic Cone Drill 6 X 15 Yards</p> <p>Speed Weave 6 X 15 yds</p> <p>5/10/5 Shuttle Run 6 X</p>

Radcliffe, James C. *Functional Training for Athletes at All Levels: Workouts for Agility, Speed and Power*. Berkeley, CA: Ulysses, 2007.

Radcliffe, James C. *Explosive Power Development: Functional Training for Levels of Sports Activity Youth to Adults*. Exertechnics Inc, 2014.





APPENDIX F – IMCOM-EUROPE REGION CHILD, YOUTH AND SCHOOL (CYS) SERVICES YOUTH FOOTBALL CONDITIONING PLAN – Page 9
DAY 9

Station 1: Dynamic Warm-Up Core/Stabilization	Station 2: Technical Period Form & Mechanics Strength Development	Station 3: Developmental Period Plyometric & Speed Dev	Station 4: Mobility Agility/Quickness Reactive
			
Time: 15 minutes	Time: 15 minutes	Time: 15 minutes	Time: 15 minutes
<p><u>Station 1: Active Warm Up (ENTIRE GROUP)</u></p> <p>Step and Pull Straight Leg Kicks Sumo Steps Walking Lunge Series Spider-mans Skips Skip and Twist High Knees Reverse High Knees Side Shuffles</p> <p>Dynamic Stretch Trunk Twist Hip Rolls Shoulder Rolls Knee Circles Ankle Rolls</p> <p>Core Pillar 1</p> <p>Floor Flexions Single Leg V-Up V-Ups Supine Pedestal Run Floor Extension Arch Ups Pedestal Bridges Pelvic Tilts Flex-Extend-Rotate Combo Seal Rolls Bridge and V-Up Side Pedestal Run Alternate Leg Lifts Prone (forearm) Supine (forearm) Sides (forearm)</p>	<p><u>Station 1: Technique and Strength</u></p> <p><u>Introduction to footwork</u> “A” Walk forward “A” Walk Backward “A” Skip Forward “A” Skip Backward “B” Walk with Shoulder and Hip “B” Skip Forward “B” Skip Backwards</p> <p><u>Strength Development</u></p> <p>Shovel Toss 2 X 8 Scoop Toss 2 X 8 Twist Toss 2 X 8 Kneeling Chest Pass 2 X 8 Push Ups 2 X 10 with hold</p>	<p><u>Station 3: Development</u></p> <p><u>Introduction to Athletic Position</u></p> <p>Athletic position squat and holds X 2 sets of 10 Athletic position drop and holds X 2 sets of 10</p> <p><u>Introduction to Jumping Mechanics and Speed Development</u></p> <p>Athletic position squat jump and absorb 3 X 8 Athletic position squat jump and hold over small hurdles 3 X 8 Pogo Jumps 3 X 8 Pogo Jumps over hurdles 3 X 8</p> <p><u>Introduction to Strength Development</u></p> <p>Squats X 2 sets X 2 12 reps Lunges X 2 sets X 12 Reps Single Leg Lunge Jumps X 2 sets X 12 Reps</p>	<p><u>Station 3: Mobility/Agility/Quickness/Reactive</u></p> <p>Reaction Sprints 6 X 10 Yards</p> <p>Mirror Drills 3 X 15/20/20 seconds</p> <p>Cone Speed Cuts W-drill with power cut emphasis (technique and mobility specific 6X20 yards)</p>

Radcliffe, James C. *Functional Training for Athletes at All Levels: Workouts for Agility, Speed and Power*. Berkeley, CA: Ulysses, 2007.

Radcliffe, James C. *Explosive Power Development: Functional Training for Levels of Sports Activity Youth to Adults*. Exertechnics Inc, 2014.

APPENDIX F – IMCOM-EUROPE REGION CHILD, YOUTH AND SCHOOL (CYS) SERVICES YOUTH FOOTBALL CONDITIONING PLAN – Page 10
DAY 10

Station 1: Dynamic Warm-Up Core/Stabilization	Station 2: Technical Period Form & Mechanics Strength Development	Station 3: Developmental Period Plyometric & Speed Dev	Station 4: Mobility Agility/Quickness Reactive
			
<p>Time: 15 minutes</p> <p><u>Station 1: Active Warm Up (ENTIRE GROUP)</u></p> <p>Step and Pull Straight Leg Kicks Sumo Steps Walking Lunge Series Spider-mans Skips Skip and Twist High Knees Reverse High Knees Side Shuffles</p> <p>Dynamic Stretch Trunk Twist Hip Rolls Shoulder Rolls Knee Circles Ankle Rolls</p> <p>Core Pillar 2</p> <p>Partner Back to Back Pulls Buddy Rows Partner Push and Squat Hamstring Dips Wheel Barrow Toe to Toe Squat Floor Rotations Partner Hip Switch Double Leg Angles</p>	<p>Time: 15 minutes</p> <p><u>Station 1: Technique and Strength</u></p> <p><u>Introduction to footwork</u> Prance 3 X 8-12 Gallops 3 X 8-12 Fast Skip 3 X 8-12</p> <p><u>Introduction to Strength Development</u></p> <p>Squats X 2 sets X 2 12 reps Lunges X 2 sets X 12 Reps Single Leg Lunge Jumps X 2 sets X 12 Reps</p>	<p>Time: 15 minutes</p> <p><u>Station 3: Development</u></p> <p><u>Introduction to Athletic Position</u></p> <p>Athletic position squat and holds X 2 sets of 10 Athletic position drop and holds X 2 sets of 10</p> <p><u>Introduction to Jumping Mechanics and Speed Development</u></p> <p>Athletic position squat jump and absorb 3 X 8 Athletic position squat jump and hold over small hurdles 3 X 8 Pogo Jumps 3 X 8 Pogo Jumps over hurdles 3 X 8</p> <p><u>Power Development</u></p> <p>Introduction to harness pulls perfect form, chest up, arms driving, knees driving up and forward</p> <p>1 partner harness pulls X 15 yards each person X 3 sets</p> <p>1 full 15 yard sprint immediately after harness pull X 3 sets Repeat 3 times each person</p>	<p>Time: 15 minutes</p> <p><u>Station 3: Mobility/Agility/Quickness/Reactive</u></p> <p>Magic Cone Drill 6 X 15 Yards</p> <p>Speed Weave 6 X 15 yds</p> <p>5/10/5 Shuttle Run 6 X</p>

Radcliffe, James C. *Functional Training for Athletes at All Levels: Workouts for Agility, Speed and Power*. Berkeley, CA: Ulysses, 2007.

Radcliffe, James C. *Explosive Power Development: Functional Training for Levels of Sports Activity Youth to Adults*. Exertechnics Inc, 2014.

APPENDIX G – IMCOM-EUROPE CYS SERVICES TACKLE FOOTBALL INSPECTION CHECKLIST

GARRISON:		SITE:		
BLDG. #/ADDRESS:	CYS SF DIRECTOR:	TELEPHONE/E MAIL:		
INSPECTOR:		TELEPHONE/E MAIL:		
SIGNATURE:		DATE:		
		Not Met	Fully Met	Comments
1. Medical services/support are arranged and available IAW IMCOM-Europe CYS Services SF Requirements?				
2. A minimum of 3 certified officials are on the field per tackle football game?				
3. Coaches and staff are trained IAW IMCOM-Europe CYS Services SF Requirements?				
4. Serious incidents and unusual occurrences are reported IAW current guidance?				
5. Professional management staff are on duty, have telephone communication (ex. cell phone) available during all hours of program operation?				
6. An annual on-site inspection is conducted by the safety officer or designee, compliance is documented on the IMCOM-Europe CYS Services Field Inspection Checklist located in Appendix C of this document.				
7. A tackle football equipment inventory system is in place and used to control, monitor, replace, and account for equipment IAW life cycle replacement requirements?				
8. Adequate storage space is available to ensure equipment is maintained in a healthy, controlled and safe environment?				
<p>The following are requirements of a successful tackle football program: (1) Safe and available sports fields for use by the tackle football program. (2) Availability, training, certification, and supervision of volunteer coaches, officials, and staff. (3) Funding, maintenance, fitting, cleaning, inventory, and proper storage of equipment. (4) Active composite risk management program to ensure safety and risk management. (5) Directors managing tackle football programs ensure: The programs have an inventory system that tracks the life cycle of all helmets. The CYS Services SF director or designee inspects football helmets before they are issued and ensure helmets and face guards meet the specifications of the National Operating Committee on Standards for Athletic Equipment (NOCSAE). Helmets are reconditioned, recertified, or replaced according to NOCSAE Standards. Hits, sacks, tackles and scoring are not be recorded on helmets. Player names are not placed on team jerseys. Home team provides medical emergency response, home team jerseys (not pennies), qualified officials, support staff, clean facilities, organized game location logistics.</p>				

APPENDIX H – IMCOM-EUROPE CYS SERVICES FIELD INSPECTION CHECKLIST

GARRISON:		SITE:		SPORT:			
BLDG. #/ADDRESS:		CYS SF DIRECTOR:		TELEPHONE/E MAIL:			
INSPECTOR:				TELEPHONE/E MAIL:			
SIGNATURE				DATE:			
	Conditions			YES	NO	N/A	Notes
1.	Are sport fields adequately protected from motor vehicle traffic?						
2.	Has litter and debris been removed from the field and spectator area?						
3.	Are all bee hives and or hornet nests removed from the area?						
4.	Are the sports fields free of thorny, poisonous or noxious plants?						
5.	Is drainage on and off the fields adequate to prevent standing water and the breeding of mosquitoes?						
6.	Are field irrigation heads, drainage gates, valve boxes, etc. below grade and without protrusions on the playing surface?						
7.	Are synthetic turf fields free of any rips, tears, or bulges?						
8.	Are protruding sharp areas or broken sections of fences repaired?						
9.	Are nearby sidewalks free of holes or cracks?						
10.	Are rodent, rabbit or gopher holes filled in?						
11.	Are backstops and goals securely anchored, padded and safe?						
12.	Are all outdoor toilets clean, in working order, and pumped regularly?						
13.	Are dugouts in safe condition (free of splinters, sharp edges, dry rot)?						
14.	Are bleachers free of cracks, holes, missing braces, loose bolts, legs and free of hazardous protrusions or sharp edges?						
15.	Is there at least 75 percent coverage of turf grass on the field? If artificial is artificial surface properly maintained and clean?						
16.	Fencing is free from damages that protrude, are sharp or loose?						
17.	Are all bleacher legs vertical, on footplates and in good condition?						
18.	Do bleachers have proper fall protection, e.g. side, hand, and back rails?						
19.	Concrete footing and anchoring are not exposed and below the surface?						
20.	Posts and goals are adequately padded, straight and securely anchored?						
21.	Minimum stand off/out of bounds area is provided around the field?						
21.	Sports governing body rules and play area safety requirements met?						

Comments (use reverse side for additional comments):

IMCOM-EUROPE Child, Youth and School (CYS) Services Sports and Fitness Requirements

APPENDIX I, CYS SERVICES SPORTS AND FITNESS ACTIVITY PLAN

Name of Activity:	Age of Children or Youth:
Activity POC:	Recommended Group Size:
Length of Activity:	Date of Activity:
<p><i>Check the Learning Areas that apply to this activity:</i></p> <ul style="list-style-type: none"> <input type="checkbox"/> Team Sports <input type="checkbox"/> Individual Sports <input type="checkbox"/> Fitness <input type="checkbox"/> Health <input type="checkbox"/> Outreach 	<p><i>Possible partnerships:</i></p> <p>National Alliance for Youth Sports (NAYS) National Academy of Sports Medicine Presidential Active Life Award Program</p>

Developmental Outcomes (*What impact will be made on the physical, social, intellectual and emotional development of children or youth?*)

Activity Process *(Please provide a step-by-step description of how you will implement this activity. Highlight how partner organizations, curriculum materials, and programs beyond the gate are being integrated.)*

Processing Questions *(List some Share, Process, Generalize and Apply questions you might ask when processing the activity with the youth.)*

Examples:

- 1. What did you do? What were the names of the activities?**
- 2. What was the most difficult activity? What was the easiest?**
- 3. Have you done this before? What activity did you like the most?**
- 4. How could this kind of activity help you?**

Materials and Equipment Needed:

Preparation Needed:

Safety Precautions Needed:

Feedback and Notes (*What went well? What didn't work? What modifications will you make in preparation for the next session?*)

Prepared by

Today's Date

PRESCHOOL (PS) SPORTS ACTIVITY PLAN (SAP)

Name of Activity: CDC Fitness Program, Activity 01, Ages 3-5, EC SPP 001(of four) SAP 001(of five)	Recommended Group Size: 10
Activity POC:	Date of Activity: Monday
Length of Activity: 20 – 30 Minutes	
Check the Service-Learning Areas that apply to this activity: <input checked="" type="checkbox"/> Sports, Fitness & Health	Applicable partnerships: NAYS (National Alliance for Youth Sports) NAEYC Criteria National Academy of Sports Medicine Presidential Active Life Award Program
Developmental Outcomes <i>(What impact will be made on the physical, social, intellectual and emotional development of youth?)</i> Skill development and technique, e.g. introduction to reactive, core and balance (integrated stabilization), strength, agility and quickness.	

APPENDIX J – IMCOM-EUROPE CYS SERVICES FIRST-AID KIT CONTENTS

First Aid Kit Contents:

- Nonporous disposable gloves
- Small scissors
- Non-glass thermometer (to be used under the arm)
- Clean cloth
- Liquid Soap
- 2 oz size of hand sanitizer is allowed when there is no access to water
- Sterile gauze squares (2" and 3")
- Adhesive band-aids of various sizes
- Flexible roller gauze (1" and 2" widths)
- Bandage or adhesive tape
- Pencil and notepad
- Cold pack or plastic bags for ice cubes
- Sealable plastic bags for soiled materials
- Plastic bags
- First aid instruction manual

Reference:

Child, Youth & School Services Operations Manual
Chapter 2 – Risk Management – pgs. 57-58

APPENDIX K – IMCOM-EUROPE CYS SERVICES CONCUSSION PROTOCOL AND RETURN TO PLAY PROCEDURES

CONCUSSION RECOGNITION AND RESPONSE

Sports Staff, Coaches and game-day officials are to review and know the signs and symptoms of a concussion and immediately remove any athlete who displays any of the listed signs or symptoms from practice or games. They will immediately stop and refer the player to the CYS Sports staff if during practice or to onsite Medical staff & the CYS Sports representative during a game for them to render a determination as to whether the player has sustained a concussion.

CONCUSSION SIGNS AND SYMPTOMS

Signs

Seen by coach, game official or parent:

- Dazed or stunned
- Confused about assignment, position, play
- Forgets instruction
- Moves clumsily or shows poor balance
- Shows mood, behavior or personality changes
- Loses consciousness, even briefly

Symptoms

Reported by player:

- Headache or pressure in head
- Nausea or vomiting
- Balance problems or dizziness
- Sensitivity to light or noise
- Does not “feel right” or is “feeling down”

WHEN IN DOUBT, SIT THEM OUT

APPENDIX K – IMCOM-EUROPE CYS SERVICES CONCUSSION PROTOCOL AND RETURN TO PLAY PROCEDURES

GAME OFFICIALS OR PRACTICE COACH

Concussion Recognition and Response

The Official will immediately stop the game and refer the player to the onsite Medical staff & the CYS Sports representative for them to render a determination as to whether the player has sustained a concussion.

The Referee shall annotate on the game card if the Medical Staff has determined if the player has sustained a concussion... If a concussion is suspected the player cannot play for the remainder of the game and must adhere to CYS Concussion Return To Play (RTP) protocol.

CYS STAFF will inform the athlete's parents or guardians about a possible concussion & Keep the athlete out of play the day of the injury and until he or she is cleared by a qualified medical professional to begin return to play protocol procedures.

GAME DAY ON-SITE MEDICAL PROFESSIONAL

Concussion Recognition and Response

1. If the On Site Medical Professional has determined that an athlete is suspected to be concussed, that decision is final and the athlete must be removed from all competition for the remainder of that day.
2. That decision is final and the athlete must be removed from all competition for the remainder of that day.
3. The suspected concussed athlete must then be taken to an Appropriate Health Care Professional (AHCP) specializing in head trauma and concussions to determine if the athlete has been concussed and the appropriate steps needed to be followed in order to properly recuperate and start the return to play steps.

WHEN IN DOUBT, SIT THEM OUT

APPENDIX K – IMCOM-EUROPE CYS SERVICES CONCUSSION PROTOCOL AND RETURN TO PLAY PROCEDURES

CYS 5 STEP CONCUSSION RETURN TO PLAY PROCEDURES

1. The On Site Medical Professional has determined that an athlete is suspected to be concussed, that decision is final and the athlete must be removed from all competition for the remainder of that day.
2. The suspected concussed athlete must then be taken to an Appropriate Health Care Professional (AHCP) specializing in head trauma and concussions to determine if the athlete has been concussed and the appropriate steps needed to be followed in order to properly recuperate and start the return to play steps.
3. Only the Appropriate Health Care Professional (AHCP) can determine when a player receives clearance and can return to practice to start the CYS Return to Play procedures.
 - Clearance must be granted in writing & given to the local sports director.
 - The clearance cannot be on the same day that the athlete incurred the injury.
 - The clearance form must be kept in the players CYS file for the remainder of the season.
 - The parent cannot authorize the child to return to play even if the parent is a AHCP.
 - The CYS Sports Director will inform the Coach in writing that the athlete can begin the 5 step Return to play procedures and the coach will respond accordingly.

CYS CONCUSSION – 5 STEP RETURN TO PLAY

Day 1: Light aerobic activity to increase heart rate: 5 to 10 minutes of light jog or exercise bike
Day 2: Continued aerobic activity: moderate jogging, brief running with change of direction, exercise bike
Day 3: Heavy non-contact activity: sprints, non-contact football drills, all three planes of movement
Day 4: Athlete returns to full practice with controlled contact
Day 5: Full return

WHEN IN DOUBT, SIT THEM OUT

APPENDIX K – IMCOM-EUROPE CYS SERVICES CONCUSSION PROTOCOL AND RETURN TO PLAY PROCEDURES

CYS CONCUSSION – 5 STEP RETURN TO PLAY (CONT'D)

- + **Only begin return to play protocol after athlete is symptom free**
- + **Coaches monitor for a return of symptoms during every stage**
- + **Only one stage per day**
- + **Move to next stage if athlete remains symptom free for 24 hours following trial**
- + **If symptoms reappear during any step, sit them out and return them to qualified medical professional**

WHEN IN DOUBT, SIT THEM OUT