

OLPH CYO Coaches Guide

What you need to get started:

- A Roster- you'll get this from your commissioner
- Scheduled Practice days- you'll get this from your commissioner
- An Assistant Coach, Team Minister, and Team Mom/Dad. The Team Minister is required on the roster.
- Equipment, your commissioner will provide this
- A Winning Faithful Attitude
- A CYO Badge. <https://archsa.org/cyo/#coach>

Next- Get Organized and Meet Your Team

- Set-up an email, Group Me, or text distribution list of all parents on the team
- Share the practice days/times with parents and prepare for your first practice (find the game rules here): <https://archsa.org/wp-content/uploads/2024/08/2024-2025-CYO-Sports-Rules-Final-V2-7.26.24.pdf>
- Begin your practices. Note some practices throughout the season may be subject to change due to OLPH school events.
- Ask parents who are on the side-lines to be a part of the coaching team (assistant, Team Minister, and Team Mom/Dad)
 - **Team Minister should lead the start and end of each practice in prayer**
- During one of the beginning practices ask each parent to review your roster and confirm birthdate, spelling, and address on the roster. If incorrect, send email to the registrar, Angela Goss, agoss718@gmail.com for corrections
- Let the registrar know your coaching team (Assistants and Team Minister) and their badge certification date agoss718@gmail.com
- Bookmark the **East Zone website**- you'll need this site for schedules, schedule changes, standings, parish addresses, etc. <https://necaacyosite.sportspilot.com/>
- The Board and/or commissioner may give you a **Mandatory Coaches meeting before the start of your season, or before the start of play-offs.**
- **Share CYO News with your parents.** Your commissioner should keep you informed of Season Kick-Off activities, Mass Blessings, Field Duty days, Radical Reverse Raffle details, etc. Email, text, or group-me your parents with this information
- Uniforms will be delivered to you to hand-out. Uniforms will come before the start of the season.
- Team Moms should collect dues from each player (usually \$20-\$30). This money is used for concession tokens after each game for each player (\$1 each), team party, and team award (ribbon, trophy, etc.).

Once the Season Begins:

- Your team will be assigned one field-duty or gym-duty day by your commissioner. This is the time slot (usually all morning or all afternoon) where you and your team are responsible for entry table, concessions sales, field/gym prep, managing bathrooms, and laying out water coolers for the teams. The concession stand has the full check-list for responsibilities during the day.
- The trick to Field Duty Day is to just assign each parent a time slot and then ask them to work out any trades. Head coach should plan to be at their assigned Field Duty the entire time for Site Coordinator.
- As your games begin, you'll fill-out line-up sheets for each game. See your sport rules, some of these line-up cards are due to the scorekeeper or the ref before the start of your game.
- Think about your line-up before each weekend. This way you know when you'll play each of your players. See sport rules regarding the required time/quarters/innings a player is required to play
- Encourage your parents to join the **OLPH CYO Facebook page** and share pics or watch for CYO news.

Always Remember:

- Have FUN & Make new FRIENDS!!
- Keep your FAITH and our Christian beliefs a part of your team
- You can find additional info at www.olphcyo.org