

2012

**LAWRENCEVILLE BLACK KNIGHTS
FOOTBALL & CHEERLEADING HANDBOOK**



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Lawrenceville Youth Football and Cheer Black Knights

Member Handbook

Welcome To LYA Football and Cheer

Our mission is to promote, encourage, direct, and operate athletic programs for the children and youth of the Lawrenceville Community in Gwinnett County Georgia. The Association will strive to promote good sportsmanship through its athletic programs and activities. LYA goals include the teaching of proper skills and techniques, instructing the principle of good sportsmanship, emphasizing physical fitness, providing an opportunity for fun and enjoyment, the development of a teamwork attitude, promotion of pride in one's sense of accomplishment, recognition in one's shortcomings, the acceptance of defeat, and the joys associated with winning.

The Lawrenceville Athletic Association (LYA) Football and Cheerleading programs field football and cheerleading teams from 6 year of age through the eighth grade. LYA participates in the Gwinnett Football League (GFL) and adheres to the rules as set by the GFL. GFL is the governing body that sets playing rules, standards, and schedules for all the organizations that compete during football and cheer season.

Our program is focused on teaching the fundamentals of football and cheerleading while instilling good sportsmanship, character, and team work in a fun, supervised environment. To ensure the success of the LYA football and cheer program, we need the support of parents and volunteers. All LYA football and cheer board members and coaches are volunteers, and are not compensated for their time. To make your child's experience is a most enjoyable one, we encourage you to help our coaches and team moms provide a positive experience and atmosphere for all of our participants. A positive environment with positive role models will benefit your child and instill confidence.

We hope your child has a great season!!

The LYA Football and Cheer Board

TABLE OF CONTENTS

<u>TOPIC</u>	<u>PAGE</u>
Welcome	1
Important Dates	3
Registration	4
Uniforms	4
Insurance	5
Physicals	5
Birth Certificates	5
Evaluations	5
Football/Cheer Camps	6
Football/Cheer Practices	6
Cheerleader Stunting	7
Cheer off Competition	7
Additional Expenses	8
Sponsor	8
Incident Reports/Weather	9
Football Rules	10, 11, 12
Cheer Rules	13
Coaches Responsibilities & Agreement	14, 25
Team Mom Responsibilities	15, 16
Parent Rules	17, 18
Parent Responsibilities	18
Parent Agreement	19-20, 26
LYAFC Code of Conduct	21
GFL Code of Conduct	22, 23
FAQ	24
LYAFC Board of Directors	27
Team Contact Info	27

IMPORTANT DATES 2012

March 24, 2012 (Saturday) - Registration 10 am to 2 pm at Moore Middle School

April 21, 2012 (Saturday) - Cheerleading uniform fitting 10 am to 2 pm at Central Gwinnett

May 12, 2012 (Saturday) -Registration 10 am to 2 pm at Moore Middle School

May 16, 2012 (Wednesday) - Cheerleading uniform fitting 5 pm to 7 pm at Central Gwinnett

June 9, 2012 (Saturday) - Registration 10 am to 2 pm at Moore Middle School

July 16-17, 2012 (Monday-Tuesday) - Football Camp

July 17-18,2012 (Tuesday-Wednesday) - Split team evaluations (cheer)

July 18-19,2012 (Wednesday-Thursday) - Split team evaluations (football)

July 21,2012 (Saturday) - GFL draft

July 23-27,2012 (Monday – Friday) - Cheer Camp

July 23, 2012 (Monday) – First day of Football Practice

July 26, 2012 (Thursday) – First day of Football Practice in pads

TBD - Trainers Clinic

TBD - Cheerleading Stunt Clinics *

August 11, 2012 (Saturday) - Jamboree

August 12, 2012 (Sunday) - Football and Cheer Picture Day

August 18, 2012 (Saturday) - Regular Season games begin

TBD – Team Book Certification

September 28 , 2012 (Friday) - Youth Night at Central Gwinnett High School

October 7, 2012 (Sunday) - GFL Cheer Off

October 13, 2012 (Saturday) - Regular Season Ends

October 20, 2012 (Saturday) - Playoffs begin

November 10, 2012 (Saturday) - Championship game

* Stunt Clinic held at: **Cheer Dance Atlanta (CDA)**

2960 Albion Farm Road
Duluth, GA 30096
(770) 418-9550

Registration

Sign-ups for LYA football and cheerleading begin in March. The registration dates are March 24, May 12, and June 9, 2012. Each registration will be located at Moore Middle School. The registration times are from 10:00AM – 2:00PM. Registration fees are due on registration day and can be paid by cash, VISA, MASTERCARD, or online at www.lyafc.com. NO CHECKS will be accepted.

The 2012 football registration fees are \$125 for 6 year olds and \$250 for 7 year olds – 8th grade. The 2012 cheer registration fees are \$220 for 1st grade and \$325 for 2nd – 8th grades. All registration fees include each child's \$50.00 Spirit team fund fee. There will be a \$50.00 late registration fee due after June 9, 2012. As mandated by Gwinnett County Parks and Recreation Department, an additional \$90.00 will be assessed for families that live outside Gwinnett County. **STRICT REFUND POLICY WILL BE ENFORCED.**

Uniforms

Football uniform sizing will be performed at each registration. Please bring your shoulder pads to the uniform sizing. Cheer uniform sizing will take place on April 21, 2012 from 10 am – 2 pm and on May 16, 2012 from 5 pm – 7 pm at Central Gwinnett High School Castle. The cheer uniform vendor will be handling the cheer sizing. The football and cheer uniforms will consist of colors representing the Lawrenceville Youth Association.

The following items will be provided as an active participant of LYA Football and Cheer:

- Primary Game Jersey (football)
- Game Pants (football)
- Lawrenceville Logo (Knight on Helmet) (football)
- Complete cheerleading uniform (cheer)
- Participation Trophy for all participants
- Supplemental Insurance Policy for all participants

FOOTBALL JERSEYS - Each player will receive the jersey size specified during their registration. During registration players will select a number that is available at the time of registration. In determining priority of jersey numbers, LYAFC will utilize birthday for the inaugural year and participant seniority. Seniority years are defined as the most recent un-interrupted years playing football or cheering at LYA. In such case that seniority is equal among participants then birthdates will be the deciding factor. The oldest player will be awarded priority. If a player is not fitted during registration, they must go to the vendor no later than July 25, 2012 for sizing. Late uniform orders may not be back in time for first game.

FOOTBALL PANTS - Each player will receive one pair of game pants in the size specified during their registration. Game uniforms are for games only. Late uniform orders may not be back in time for first game.

FOOTBALL PADS - LYA football does NOT provide shoulder pads, pant pads, helmet, cleats or practice uniforms. Each player must provide these items. Each of the items mentioned are available at most sporting goods stores. All helmets must be solid Black with a Yellow facemask. All Knights stickers will be provided by LYA.

Insurance

Included in the registration fee is a supplemental insurance policy provided through GFL and LYA. Please note that this insurance is supplemental – your insurance is the primary insurance for any injury. The supplemental insurance may help with some cost that your primary coverage may not address. LYA offers no guarantees of coverage, as those decisions are made by the actual carrier. Complete details are available. If you have any questions regarding this policy, please contact the LYA Treasurer.

Physicals

Each football player is required to have a physical examination prior to player evaluation on July 18 & 19, 2012. All physicals must be documented on the GFL physical form. This form can be filled out by your physician and turned in at signups. Each cheerleader is required to have the physical form filled out by a parent/guardian. No physician is required for a cheerleader physical. All physical forms will be kept on file by the Team Mom. If your child receives a physical from your family physician, it must be presented to LYAFC before participant can be allowed on the practice/football field. GFL physical forms can be found online at www.lyafc.com under forms.

Birth Certificates

Per GFL rules, to verify a player's and cheerleader's age, we are required to have a copy of the each participant's birth certificate with a raised seal or a valid passport before they are able to participate. Birth Certificates will be verified and copied during the registration process and kept on file. Any participant without a birth certificate or passport on file with LYA WILL NOT BE ABLE TO PARTICIPATE IN ANY LYA EVENT/PRACTICE UNTIL A BIRTH CERTIFICATE IS ON FILE.

Evaluations

Football

You will be contacted prior to evaluations with the exact evaluation time for your child's age group. If you do not receive a call prior to this please check the LYA website for instruction and important dates and times for tryouts. In order for a player to be evaluated and selected in the draft they must attend both nights of the evaluations. Players who do not attend the evaluation sessions will be assigned to a team via hat pick.

Cheer

Prior to the beginning of the season, you will be notified if your cheerleader will need to be evaluated for a split team. All squads (that will be involved in the team split) with the exception of 1st and 2nd graders will be asked to learn a cheer and chant and be assessed as to their level of ability or skill. This way, all girls are equally distributed to squads according to their experience level. This is NOT a try-out.

Camps

Football Camp

Football training camp will be July 16 & 17, 2012 which is the week of Split Team Evaluations.

Cheer Camp

Cheer camp is one week and is the last week of July. ALL LYA cheerleaders must participate. During this week, cheerleaders will learn a lot of their cheers as well as camp dances. Camp will be conducted by the LYA cheerleading coaching staff or Central Gwinnett High School Cheerleaders. Parents must be prompt in having the girls to camp and prompt in picking them up. Make sure that your child has plenty of water to drink each day.

Football Practice

Football practice begins on July 23, 2012. The first three practices are conducted in shorts, tee shirts, cleats, and helmets. A player must practice three days in shorts prior to practicing in full pads. Practice will be two hours M-F the first two weeks of the season, with the first full pad practice on Thursday following the first day of practice. Once school begins, practices will be held three days a week, typically Monday, Tuesday, and Thursday for 1½ hour each practice. Once your child has been selected to a team, the coach will contact you to let you know which team he has been selected to, what time practice will begin and where practice will be. In the event of inclement weather your coach or team mom will contact you to inform you if practice has been cancelled, delayed or rescheduled.

Practices are NOT optional. Players should drink plenty of water and/or sport drinks on practice days. While water is provided at each practice, it is recommended that each player bring water or sport drink to practice. **PLEASE DON'T PUT THE BURDEN OF LEAVING YOUR PLAYER BEHIND AFTER PRACTICE HAS ENDED. LYAFC will be required to report to the appropriate authorities of any participant left without a parent/guardian.**

Cheer Practice

Practice begins the week after Cheer Camp ends. The days of practices are usually Monday, Tuesday, and Thursday at Rhodes Jordan Park. However, the practice days are at the coaches' discretion. Cheerleaders will practice no longer than 1 ½ hours per day and no more than 3 days per week, with the EXCEPTION of the 8th graders, who are extended to 2 hours per day. These are guidelines set forth by GFL. All parents and cheerleaders will be notified by their COACH of the practice days and times the week of cheer camp.

Proper dress at practice includes sneakers, (not game shoes), loose fitting clothing, i.e. shorts and t-shirts during warm weather and sweatpants in cooler months. Shorts and shirts MUST be appropriate length and no cut offs shall be worn. No jewelry of any kind is allowed at practice or a game. Please bring plenty of water to each practice.

It is important that each parent remain at practice or have assigned another parent to be responsible for their cheerleader in case of injury or if your return will be delayed. Cheerleaders can't be left in the care of LYA coaching staff; this includes assistant coaches and team moms. Prior arrangements must be made with your coach. **PLEASE DON'T PUT THE BURDEN OF LEAVING YOUR CHEERLEADER BEHIND AFTER PRACTICE HAS ENDED. LYAFC will be required to report to the appropriate authorities of any participant left without a parent/guardian.**

Cheerleading Stunting

Stunting

The Gwinnett Football League determines all stunts and tumbling. All GFL guidelines are followed by LYA for all age groups of cheerleaders. No additional stunting is allowed without expressed written consent of the parent via will be shown to you during the LYA Parent meeting prior to cheer camp.

Safety is our main concern at all levels of cheerleading. No child will be asked to perform any stunt that they do not feel safe or knowledgeable in doing.

GFL Stunt Levels

The age group listed may perform the following stunts:

Level 1: 1st, 2nd, and 3rd grade

- Pony Sit
- Ground Level Heel Stretch
- Double Base Thigh Stand

Level 2: 4th and 5th grade

- All Level One Stunts
- Double Base Thigh Stand with Hitch to L-Stand
- Single Base Thigh Stand with L-Stand
- Ground Level Hanging Liberty
- Kneeling Pop-Up Table
- Triple Base Star Lift
- Shoulder Sit
- Elevator to Half Extension, Cradle dismount

Level 3: 6th, 7th, and 8th grade

- All Level One and Two Stunts
- Double Base Shoulder Stand
- Double Base Thigh Stand with Heel Stretch
- Elevator to Full Extension, Cradle dismount
- Elevator to Full Extension with Liberty, Arabeque, High Torch or Cupie (must return both feet to base prior to dismount)

All Cheerleading Head Coaches are responsible for having a tumbling permission form signed by the parent or guardian for any cheerleader that is performing any stunts outside these GFL guidelines.

Cheer Off Competition

Cheer Off

County wide cheerleading competition will be held in October (usually the 1st or 2nd Sunday) by the GFL. **ALL members of each football team including coaches are expected to attend and support their cheerleaders at cheer off.**

Additional Participant Expenses

LYA wants to provide each person with an idea of the additional expense that may be incurred during the football season. The information and amounts below is for information purposes only and may not be exact.

Pictures - Team and individual pictures are available for purchase ranging from \$20.00 - \$ 55.00 depending on the package you select.

Football Equipment

Shoulder pads \$25 - 100 (new)
Cleats \$25 - 100 (new)
Practice Pants & pads \$25 - 50 (new)
Helmet \$ 70 - 125 (new)

Cheer

Shoes (1st -3rd grade), white : \$10-20 (Wal Mart)
Shoes (4th -8th grade),white: \$35-50 **MANDATORY**
Cheer Bag - \$10 & up (not mandatory)
Cheer off Bow & Socks : \$ 10 - 20
Cheer Off Routines : \$25-30

Spirit/Activity Fee

Each team up to 12 years old will be **requested** to collect an activity fee via fundraising up to \$75.00 per person to help cover any additional costs. Eighth Grade teams will be **requested** to collect via fundraising an activity fee up to \$100.00 per person to help cover any additional costs. These additional fees are not included in the registration fee.

Should any Team Mom decide to cover the cost/expenses of snacks, pizza parties, pep rallies, Cheer Off spirit wear, Breast Cancer spirit wear, etc. out of the spirit/activity fee, then additional fundraising may be needed. Otherwise to partake in such team spirit activities may incur additional out-of pocket expenses.

Sponsors

Sponsors are usually companies, but can be individuals as well. They can contribute money to support a specific squad or goods for pep rallies or end of the year gifts. Spirit banners may be available for purchase to be displayed at Rhodes Jordan Park. Please ask your Team Mom for any specifics if you would like to be a sponsor for LYA.

Incident Reports

All LYA Head Football & Cheerleading Coaches have an Incident Report Form. This form is to document any circumstance where your child has been injured or gotten sick. You are asked to sign it acknowledge that you were notified.

This form can also be used for any football player or cheerleader who has not been timely to games, events or practices or to document if there is any other difficulty such as behavior or discipline issues. In each instance, the coach will always ask for your signature as parent or guardian. Together you and the coach should be able to correct any unwanted behavior or problems that may be distracting the squad. LYA asks that you, as the parent/guardian, work with us to ensure the best experience for all involved.

Weather

Please be advised that we may practice under some of the most severe weather conditions. Practices will only be discontinued if there is lightning present. Practice will happen in torrential downpours, in the snow, in severe heat/humidity and if it is freezing out. **Unless you are called at the numbers that you have provided or emailed at the email address you provided, assume there is practice.** This goes for games, as well. Please have your child dressed appropriately and be prepared for changes in the weather. Also, check the website at www.lyafc.com to check for weather related information



Lawrenceville Youth Football and Cheer

Black Knights

Football Rules

1. No Jewelry of any kind Allowed at practices or games.
2. PARTICIPATION:
 - a. Players must arrive 1 hour prior to scheduled game time or at the time set by the coach.
 - b. Players must attend all practices. Two or more missed practices without the head coaches consent may result in failure to participate in Saturday game within that given week.
3. Disrespect to coaches or team members, unsportsmanlike conduct and failure to adhere to the GFL code of conduct will NOT be tolerated.
 - a. First offense will result in a verbal warning to the player and parent/guardian along with a written incident report that will be filed and reviewed by the LYA football board. The player and parent/guardian will be placed on probation for the duration of the season
 - b. Second offense will result in written incident report that will be filed and reviewed by the LYA Football and Board that can result in the dismissal of the child/player and parent/guardian
4. Parents/ Guardians must notify the coach of any change in the player's medical condition during the course of the football season.
5. Complete and proper uniform is required for game day participation.
6. Parents/Guardians must adhere to the CODE of Conduct as set forth by the Gwinnett Football League and LYA.
7. Use of alcohol and/or tobacco products at practices or games is NOT allowed per Gwinnet County Parks and Recreation Policies and Procedures.
8. No child should be without parent/guardian supervision at any LYA or GFL function. It is the parent's responsibility to have an adult responsible for his/her child for ALL LYA practices and games or any GFL mandated function. Parents must notify the coach or team mom who is responsible for their child. Failure to have a responsible party at the practice may result in the child sitting out practice. If your child is not picked up within 15 minutes of the conclusion practice the coaching staff has been instructed to contact the local authorities.
9. Profanity or any threatening, abusive language towards the coach, parents or LYA official will NOT be tolerated and will result in the immediate removal from the facilities. Rule 3 will be adhered to.
10. Gwinnett Football League Rules take precedent over LYA Football and Cheer rules, except in the case where LYA's Policies may be more stringent than GFL's.
11. All GFL rules will be adhered too and strictly enforced within Lawrenceville Youth Association football and cheer.

Football Rules (continued)

12. LYA will not pay fines imposed by the GFL to the association as a result of a coach's infraction. All fines are imposed on individuals for individual violations. The individual or Head Coach will be assessed fines from the GFL for certain violations, therefore said individual will be responsible for paying the resulting fine. If the fine is not paid prior to the next GFL game, the coach will not be allowed to coach until said payment is made to the LYA board.
13. GFL Rules violations will result in discipline by the GFL as well as a review of duties of the violating participant at any level within LYA. Repeat offenders maybe terminated
14. Return eligibility will be assessed by the governing LYA Football and Cheer Board at the time as such violation has occurred to assess if the offender will be eligible to return to LYA at any time in the future. If it is determined that the offender may return, it will be no earlier than one (1) full year from the beginning of the season in which the violation has occurred.
15. Coaches are strictly prohibited from isolating or humiliating any child at any level. There will be no exceptions. The participants are here to learn, compete, gain commodore and have fun. LYA will never tolerate profanity towards a player, calling a child a name other than his own or an accepted nickname, (accepted by the child themselves), or anything else that may be construed as demeaning or degrading to a child. This is non-negotiable and if found to have violated this rule, the result will be automatic dismissal from LYA with a permanent ban from the association. All instances unless witnessed directly by an LYA Football Board member, will be investigated fairly by the LYA Football Board.
16. Absolutely NO NON-GFL Certified coaches may participate with any players registered with LYA (other than their own children at home) in any capacity at any time during the scheduled GFL season. This includes pre-season practices all the way through the end of playoffs.
17. No GFL certified coach with LYA may coach on more than one LYA team at a time during any one football season.
18. All practices will be held on LYA approved grounds only. LYA insurance does not cover any participant practicing off of LYA approved grounds.
19. The LYA Football and Cheer Board will schedule field places and times for each team so as to ensure that each team has ample practice time and field space.
20. Trainers Clinic & Head/Assistant Coaches clinic are mandatory!!! Failure to appear or leaving early will result in a GFL fine of up to \$300.00.
21. Post season Bowl participation will be allowed through LYA under the following guidelines:
 - a. LYA will cover insurance for bowl teams as long as ALL participants played for an LYA team during the regular season. If a team decides to use a non-LYA certified player, the parent/guardian of that player must sign a waiver acknowledging proof of medical coverage.
 - b. No team may be coached by a non-GFL certified coach.

Football Rules (continued)

- c. Assistants from regular season may Head Coach in any age group in which they coached in the regular season only if all Head Coaches from the same age group agree not take a team themselves. In other words, regular season Head Coaches have priority if they choose to coach a post season Bowl team.
 - d. No Post Season Bowl team will be funded by LYA. Each team must raise their own money independent of LYA.
 - e. Each Post Season Bowl team will be responsible for obtaining their own practice facilities. If you want to use LYA facilities, prior approval will be necessary and the team will be responsible for any charges associated.
 - f. Each Post Season Bowl team from LYA will wear complete LYA uniforms.
 - g. If you deviate from the above provisions, you will no longer fall under the LYA umbrella of assistance
22. The LYA Football Board will have final approval on all post season Bowl teams. Approval will be based on the above criteria in rule 21. Approvals are granted only after applying with the LYA Football Board and allowing time for review. All applications must be submitted no later than the Saturday at midnight round one of the GFL playoff.
23. All football players are required to attend cheer off in October.



Lawrenceville Youth Football and Cheer Black Knights

Cheer Rules

1. **ABSOLUTELY NO** jewelry of any kind is allowed at practices or games this includes body jewelry. All jewelry must be removed prior to every practice and game. The only jewelry that can be worn is Medic Alert.
2. **PARTICIPATION:**
 - a. Cheerleaders must arrive at the time designated by the head coach for games and practices.
 - b. Cheerleaders are expected to attend all practices.
 - c. All cheerleaders are expected to wear the designated uniform and all accessories on game day. **NO EXCEPTIONS**
 - d. Complete uniform which includes top, skirt, bloomers, socks, game shoes, and issued hair ribbon shall be worn on game day.
 - e. No jewelry of any kind shall be worn at on game day. This includes earrings, necklaces, body jewelry, or hair ornaments other than ponytail holders or bows. There will be no exceptions for girls who have newly pierced ears.
 - f. For girls who are allowed to wear make-up, please keep it at a minimum and be tasteful
3. All permanent and or visible tattoos **MUST** be covered. One LYA "temporary tattoo" is allowed on cheek.
4. No artificial nails, fingernail polish or glitter. Nails should not be long but at sport length.
5. Cheerleading camp is mandatory. No exceptions.
6. Disrespect to team members or coaches, unsportsmanlike conduct, or not adhering to the GFL Code of Conduct will **NOT** be tolerated.
 - a. First offense results in a verbal warning with the cheerleader and parent/guardian along with a written incident report that will be filed and reviewed by the LYA Football and Cheer board.
 - b. Second offense will result in another verbal warning with cheerleader and parent/guardian along with a written incident report that will be filed and reviewed by the LYA Board of Directors. Third offenses will include an incident report that is filed and reviewed by the LYA Board of Directors and can result in dismissal of child.
7. No candy or chewing gum allowed at practices or games. **WATER BOTTLES** only at practices and games.
8. Complete and proper uniform is required during practices and games. Your child should wear appropriate length shorts and shirts for practices. Hair should be pulled away from face.
9. Parents and/or guardians must adhere to the Code of Conduct as set forth by the GFL and LYA.
10. Use of alcohol and/or tobacco products at practices or games is not allowed.
11. It is the parents' responsibility to have someone responsible your child during all activities at all LYA and GFL events. No exceptions.
12. Gwinnett Football League rules take precedent over LYA rules.

Coaches Responsibilities

1. All LYA Football Head and Assistant coaches are expected to provide a positive and enriching atmosphere for our players.
2. All coaches will make every effort to correct any behavior issues on the field. However, if there are issues a coach cannot correct, they will seek out parental involvement to resolve the situation or conflict.
3. Coaches will notify their Team Mom if there are any continuing problems with a child or parent.
4. Coaches will not favor one particular child nor discourage any child from participating.
5. Coaches will promote, encourage and teach your child to the best of their ability all aspects of football and working together as a team.
6. The head coach will ensure all players receive their required number of plays as dictated by the GFL. Additional playing time is earned by the player and is at the head coach's discretion.
7. The Team Mom is the communication point of the team. All issues should be raised to the head coach and not assistant coaches.
8. The Head Coach will discuss only your child with you.

PLEASE SIGN & RETURN AGREEMENT ON PAGE 25



Lawrenceville Youth Football and Cheer Black Knights

Team Mom Responsibilities

LYAFC will provide one (1) Team Mom for each Football and Cheer Squad. The Team Mom's goal is to serve as the main source of communication between the Parents, Coaches and Association. The Team Mom Director and Coordinators shall provide all information related to the Association and its functions to all Team Moms so that it can be communicated to teams. The following is a list of responsibilities expected of each Team Mom

1. The Team Mom will work closely with the Coaching Staff in an effort to maintain the goals and needs of the Head Coach and assist as needed. Thus communicating all needs to the parents.
2. The Team Mom shall be the point of contact for any parent questions or concerns related to the function of the team and its staff. The Team Mom will communicate any concerns to the Head Coach of the team and follow any instructions provided by the Head Coach, including the scheduling of a coach/parent meeting if deemed necessary by the Head Coach
3. All Team Moms are required to carry their binders containing the following items at all times- Emergency contact info for each child, pertinent medical information for each child (i.e. asthma, allergies, etc.), blank incident report forms, transaction reports, Board Member contact info, etc.
4. Team Moms will manage all communications deemed necessary for team/park related information- i.e. practice and game schedules or cancellations of such, team or park sponsored events, all fundraising events, pep rallies, picture day, youth night, cheer off and any other functions conducted by the team and/or association.
5. Team Moms are also responsible for the scheduling of snacks and concessions duty. They must make sure that all parent volunteers show up on time or else they must find a substitute immediately. Any parent who is absent or extremely late for concession duty will be assessed a \$50.00 fine by LYAFC and the child cannot participate until the fine is paid. (NO EXCEPTIONS)
6. All team fundraisers are planned at the sole discretion of the Team Mom provided they are approved by the Fundraising and Team Mom Directors. They may ask for suggestions from the parents and coaching staff, but ultimately it is their decision and only the Team Mom can organize and collect all monies from such events.
7. The Team Mom is required to use all monies collected via team fundraisers and team fund for the benefit and sole purpose of the needs of the team. All budget requests must be submitted in writing to the Team Mom who will then have the allowance of 3 business days to provide such a report in the form of a paper copy only. Any audit requests must be submitted in writing to the Treasurer, no later than 2 weeks after the team's banquet which is the last official day of the team's season.
8. Banquets are organized and planned at the sole discretion of the Team Mom. Both Football and Cheer Team Mom's for each age group/team must coordinate and plan this event together at a LYAFC approved location. This is to include the selection and reservation of the location, catering of food, decorations/equipment and the selection of all gifts for the team of participants and staff.

Team Mom Responsibilities (continued)

9. All Team Moms are responsible to conduct periodic team meetings, including 1 budget meeting, prior to the Banquet. All meetings shall require the attendance of at least 1 parent on behalf of each participant. Should a parent choose not to attend, they are at risk of missing vital team related information and therefore it is the job of the parent to seek and find out any information that was missed and NOT the duty of the Team Mom to hold a 2nd meeting to cover missed information.

10. All Cheer Team Moms will report to the Team Mom Coordinator for Cheer. All Football Team Moms shall report to the Team Mom Coordinator for Football. The Team Mom Coordinator for Cheer and Football shall report to the Team Mom Director. This is also the proper chain of command that shall be followed in instances of any parent/team concerns.



Lawrenceville Youth Football and Cheer Black Knights

Parent Rules Parent Responsibilities Parent Agreement

Parent Rules

1. Parents, siblings, grandparents, other family members and guest must adhere to the Code of Conduct as set forth by the GFL. A violation of the Code of Conduct may result in fines and/or suspension from any GFL sanctioned activity.
2. Use of ANY tobacco products is NOT allowed in designated football and cheerleading practice/game areas. Violation will result in fines of \$100 per incident.
3. Any participant who is ejected from a game on two or more occasions during one season is subject to suspension or ejection from the GFL. Per LYA policy, ejection from two games during one season is grounds for the family account to be suspended and no member from that family will be eligible for participation in LYA sponsored activities in the future.
4. Use of Alcohol during practice and/or games will NOT be tolerated.
 - a. First offense will result in violator being barred from that day's practice, game or activity and a written report given to the LYAFC Board.
 - b. Second offense will result in suspension or ejection from GFL and LYA.
5. Profanity or any threatening, abusive language towards the coaches, parents, teammates or LYA officials will NOT be tolerated. Anyone found violating this rule will be asked to leave the confines of the playing area. Any spectator who is asked to leave the confines of the playing field area and then refuses will be escorted out of the park by Gwinnett County authorities on the premises. Further incidents may result in the ban of that parent/guardian and /or participant from LYAFC and no refund will be given. Future application of this child into the Association would be upon the approval of the LYA Board of director. The decision of the LYA Board of directors is final. No refunds will be given for any child/parent dismissed from the association for behavior issues.
6. Uses of noisemakers, except shakers are not allowed at games. Violation may result in a fine to the association.
7. Participants who are ejected by a game official for violation of GFL rules or the GFL code of Conduct must leave the confines of the arena. Failure to do so will result in fines and/or suspension or ejection from the GFL as well as additional disciplinary action by LYA, including but not limited to suspension from all practices and/or future games.
8. Parents are not allowed on the practice or game fields. In the event of a player injury, the parent will be notified if they are needed on the field. GFL Certified coaching staff only.

Parent Rules (continued)

9. Parents are expected to assist coaches and team moms with the various responsibilities required during the season. This includes the required volunteering for chain crew and game announcer as well as concessions if necessary.
10. Parents must abide by the Gwinnett County Parks and Recreation Rules. **THIS INCLUDES PARKING IN DESIGNATED PARKING SPACES ONLY. PER GWINNETT COUNTY ORDINANCE, IT IS UNLAWFUL TO PARK IN ANY AREA NOT CLEARLY DEFINED AS A PARKING SPACE. Park police have zero tolerance policy for this violation – no warnings will be given.**

Parent Responsibilities

1. Parental support is required in order for your team to have a successful season. The coaches, team mom and LYA cannot provide everything your child needs to have a successful season.
2. A parent or guardian must be present for all practices, games and GFL sponsored events.
3. Each child can only go home with a parent or guardian. If your child is going home with someone other than you (the parent), then, the coach **MUST** be notified beforehand.
4. Parents are expected to allow their coaches to coach. Please do not interfere with the instructional time of practice or at a game. Your coach will ask if they need assistance from parents.
5. Parents are expected to demonstrate good sportsmanship on and off the field, during practice and games.
6. Parents are expected to have their child at practice **READY** to practice at the specified practice time.
7. Parents are expected to have their child at their game at least one hour prior to the schedule game time or the time provided by the head coach.
8. Concession duty is a part of the parents' responsibility. LYA requires that parents work no less than 1 hour and 45 minutes when concession duty is scheduled. A fine will be assessed if any parent does not fill their time slot.

Parent Agreement

1. I understand that LYA is organized to promote youth athletics and good sportsmanship.
2. I understand that my conduct as a parent will have a definite impact on the youth for whom it is intended, the program and myself.
3. I pledge to support, cooperate, and work in every way to promote youth athletics in the best interest of the programs and youths involved.
4. I pledge to be respectful to all officials, even in an expression of disagreement.
5. I do agree to adhere to the principles of good sportsmanship and to the rules and regulations defined by the LYA & all other sport affiliations.
6. I understand that if I display poor sportsmanship, whether during or following a game, I will be subject to partial or permanent program suspension. Unsportsmanlike conduct is defined as, but not limited to the following:
 - a. Harassment of participants, fans, coaches or officials
 - b. Use of profane language and/or gestures
 - c. Public threats of physical violence
7. Regulations regarding adult's ejection or suspension will follow the guidelines listed below:
 - a. I understand that if I am asked to leave a game, I will be suspended from attending the next home game to be played by my son/daughter's team.
 - b. I understand that if I am asked to leave a second game during any one season, I will not be allowed to attend all the remaining regular season games and the end of the season tournament activities.
 - c. I understand that if I am found to be under the influence of alcohol or drugs while at a LYA function, I will not be allowed to attend any preseason activities, all regular season activities, and all end-of-the-season activities that my son/daughter's team may be involved in. Alcoholic beverages and tobacco products are not allowed on LYA facilities.
 - d. I understand that the LYA board will review all adult ejections or suspensions and may extend any suspension beyond what is stated above as deemed appropriate for the offense.
8. I agree that I will support the LYA regular and post-season Tournament. I will not participate in, nor encourage any player to participate on an alternative team unless given prior approval by the LYA Football Board.
9. I agree to use the vendor selected by LYA executive board for all team pictures.
10. I understand that any suspension may be appealed by using the following process; The suspended individual (parents, guardians of a player) should submit in writing a detailed account of the incident to the GFL director within 48 hours of the penalty imposed. The statement should give the names of any witnesses that observed the incident. The GFL director then will perform a preliminary investigation and make a recommendation to the LYA Executive Board.
11. I understand that my child will be placed into a draft and may be selected to play on any team in his/her age group. LYA cannot and will not guarantee any participant the right to be placed on any given team.
12. If I choose not to follow said rules, I will be subject to explanation by the Lawrenceville Football and Cheer Board of Directors.

Parent Agreement (continued)

13. I will pay all monies owed to Lawrenceville Youth Association Football and Cheer. (Registration, Team Fund, and Yearbook). Uniform will be held until account is current
14. I will ensure that my child understands the rules of the park as well.
15. It is my responsibility to ensure my child is on time for practices and scheduled events and understand that if my child is not picked up within 15 minutes of ending time, my child will be taken to the Lawrenceville Police Station whereas I must pick them up from there. I fully understand there is safety risks involved in the sport of football. 16.
16. I agree not to hold any member of the Lawrenceville Youth Association Board of Directors, Football Staff (including Team Mom), Gwinnett Football League (GFL), Central Gwinnett High School and Central High School Coaches, responsible for any accidents or injuries involving my Football Player or Cheerleader that may occur.
17. All parents will be required to purchase a \$30 minimum ad in our Team Sponsor Yearbook for each child who is registered and in return you will receive a Yearbook for each ad sold or you may choose to "Opt Out" at the cost of \$20/child.
18. Parents will also be scheduled to work in the concession stand during home games. You will not work it during your child's game. You will be working it 1 hour and 45 minutes before your child's game. When you receive the schedule and if you are unable to work your day, then you need to talk to another parent & swap days with them and notify your Team Mom of such change. If a parent does not attend their assigned date and time, a \$50 fine MUST be paid before the next football game or your child will not be able to play until the fee is paid. Due to safety reasons, No children under 16 can work in concession stand.

PLEASE SIGN & RETURN AGREEMENT ON PAGE 26



Lawrenceville Youth Football and Cheer Black Knights

Participant Code of Conduct

LYAFC requires ALL participants that participate in the program to acknowledge and adhere to the code of conduct set forth by LYAFC.

This code of conduct provides the tenets of sportsmanship, which must be followed, in terms of behavior toward the program's participants, coaches, referees, leadership, volunteers, opponents, and other spectators.

The guiding behavioral principles that must be followed by the families, friends & guests of all children who participate in LYAFC are provided, as follows:

The essential elements of character building and ethics in sports are embodied in the concept of sportsmanship and six (6) core principles: **Trustworthiness, Respect, Responsibility, Fairness, Caring, and Good Citizenship.**

1. Each participant must show proper respect to all and be held to the highest standards of oral conduct and character both on and off the field.
2. Each participant will stay in the practice or game area(s), unless excused to leave, by a coach, parent or guardian.
3. Each participant will not at any time push, shove, punch, kick, fight, bully or be guilty of physical contact as an aggressor upon any official, board member, coach, player, cheerleader, spectator, or others.
4. Each participant will not verbally abuse or threaten any official, board member, coach, player, cheerleader, spectator, or others.
5. Each participant will not harass, bait or be guilty of objectionable demonstrations or dissent at any officials or coach's decision.
6. Each player/cheerleader will not refuse to abide by an officials or coach's decision.

Violation Procedures

Improper conduct should be reported to the Head Coach. Those who are found in violation of the LYAFC code of conduct and/or GFL code of conduct will be subject to procedures set forth in "Football Rules", rule #3 and "Cheer Rules", rule #6. Complaints, allegations, or grievances should be brought to the immediate attention of the Team Mom.



GFL Code of Conduct

The Code of Conduct of the Gwinnett Football League is herewith specifically incorporated into these rules of conduct that apply to each association, coach, trainer, participant, cheerleader, or spectator. In addition to the precepts set forth in the Code of Conduct, the following may result in a fine to the member association or a suspension or expulsion of the coach, participant (football or cheerleading), spectator, team, or association involved.

The following constitutes prohibitive conduct:

1. Conduct may result in the imposition of a fine against the association and/or suspension or expulsion of the association, coach, participant, participant, official, or spectator from any GFL sanctioned activity.
2. Any spectator who is asked by a GFL Officer or a GFL Representative to leave the confines of the arena and refuses to do so will subject the person so refusing to leave to suspension or expulsion from the GFL and the association to a fine.
3. The use of any tobacco product within the confines of a playing field. A violation of this provision will result in a fine to the member association of \$100.00 per violation.
4. Profanity will not be tolerated
5. Two flags thrown on the bench during any one game for two or more acts of conduct of anyone on the bench will result in the removal of the head coach from that game.
6. Any coach who is personally charged with two or more flags during a season may be suspended from participation in the GFL for the remainder of the season for all practices and all games, and/or the association will be subject to possible suspension or fine as determined by the GFL voting membership.
7. Any participant who is ejected from a game on two or more occasions during one season is subject to suspension or expulsion from the GFL.
8. Being under the influence of alcohol or any controlled substance, consumption of, or the possession of any alcohol or any controlled substance is specifically prohibited. This prohibition relates to any practice, any game, or any GFL sponsored activity. Any individual in violation of this rule shall at a minimum be barred from the practice, game, or activity for that day. The second violation within any one season shall result in suspension or expulsion from the GFL.
9. Use of noise-makers, except cow bells, thunder sticks and shakers, are not allowed at GFL games.(Shakers being described as empty plastic bottles, no larger than 20 ounces, filled with beans, rice, and/or glitter.) A violation may result in a fine to the association.
10. A referee's flag thrown against the stands will be considered a flag against the bench. Such a flag will not be charged as a personal flag against any coach. Any conduct from a participant, coach, cheerleader, or participant that is deemed in contravention of the Code of Conduct of the Gwinnett Football League



GFL Code of Conduct (continued)

may, in addition to the penalties outlined herein, result in the GFL imposing a penalty of forfeiture of one or more of all games previously played.

11. All coaches and all trainers are required to wear shirts, baseball-type caps, and/or jackets which clearly identify them as a member of the coaching staff. No one absent the coaches and trainers should be on the bench during a game. Water boys and/or managers must be clearly identifiable with a road vest. Each team is responsible for providing their own vest for their team water boys for all home and away games. They are also responsible for the cleanliness of the vest. The vest should be kept in each team's trainer's bag. Violation of this rule may result in a fine to the association.
12. All coaches, trainers, and those on the bench area during a game are expected to dress in an appropriate manner. Long hair is to be restrained, cut-off jeans are not allowed, emblazoned t-shirts are prohibited, and other dress that is deemed to invite laughter is prohibited. Shoes must be worn at all times. A violation of these standards may result in a fine being assessed against the member association.
13. Any coach or participant who is ejected by a game official for violation of the aforementioned rules of the GFL or the GFL Code of Conduct must leave the confines of the arena. Failure to do so will subject the person so refusing to leave to suspension or expulsion from the GFL and the association to a fine.
14. When a coach, participant, or spectator is asked to leave the confines of the arena, the GFL Representative from the association involved must be notified.
15. Officials must file a report with the on duty GFL Rep for any coach, participant or parent who is flagged, ejected or who is a disciplinary problem
16. Any parent, spectator, coach or participant that approaches and/or follows a game official within the confines of the playing area and parking lot, may be subject to penalty, including suspension of the offender and/or the association, a fine to the member association, and/or expulsion of the offender and/or the member association.



Lawrenceville Youth Football and Cheer Black Knights

FAQ

How to handle Issues and Concerns

When a parent has a complaint, the following procedure should be followed to attain resolution:

1. Communicate the problem to the Head Coach and/or Team mom.
2. Attempt to come to a resolution. In order for there to be resolution, no complaint should ever be communicated without a proposed solution accompanying it. Pick a time that is appropriate to talk calmly, privately, and candidly with the coach. The coach or parent may, however, ask one other parent or coach to join the conversation as a witness. Please keep in mind that due to the emotional aspects prior to and immediately following a game, this is NOT an appropriate time to have an objective conversation with the coach regarding any problems or issues you may have. Please allow 48 hour prior to communicating with the Head coach/Team Mom
3. If the problem cannot be worked out with the coach, the parent/coach needs to communicate the issue to the football or Cheerleading director. The Team Mom or Head Coach will have their contact information.
4. In the event the problem has not been resolved the parent can contact an LYA Football and Cheer board member. The problem must be submitted in writing with the results from steps 1 and steps 2 documented. The LYA Football and Cheer board will NOT address any issue until steps 1 and steps 2 have been completed and the results documented in writing.

LYA reserves the right to refuse any child based on history of non-conforming to established rules.

The LYA Football and Cheer Board will make every attempt to resolve all matters, as they deem fit or necessary.

The LYA Football and Cheer Board's decision is final on all matters relating to LYA Football and Cheer.

Sign agreement below, detach, and return to team mom.



Lawrenceville Youth Football and Cheer Black Knights

Coach/Trainer Agreement

I, _____ verify that I have read and will abide by the rules set forth in the LYA Coaches Agreement, GFL Handbook and GFL Code of Conduct.

Head Coach: _____

Age Group: _____

Coach/Trainer Signature: _____ Date: _____

Sign agreement below, detach, and return to team mom.



Lawrenceville Youth Football and Cheer Black Knights

Parent Agreement

I, _____ verify that I have read and will abide by the rules set forth in the LYA Parent Agreement and GFL Code of Conduct.

Registrants Name: _____

Parent/Guardian Signature: _____ Date: _____

LYA Football and Cheer Contacts

LYA FOOTBALL & CHEER BOARD OF DIRECTORS

President: Jamal Page
president.lyafc@gmail.com

Vice President: Fred Sutton, Jr.
vp.lyafc@gmail.com

Secretary: Yavonne Price
secretary.lyafc@gmail.com

Treasurer: Monica Wright
treasurer.lyafc@gmail.com

Football Director: James Argilagos
football.lyafc@gmail.com

Asst. Football Director: Richard Taylor
asstfootball.lyafc@gmail.com

Cheerleading Director: Willi Martin
cheer.lyafc@gmail.com

Asst. Cheerleading Director: Kyra Rutherford
asstcheer.lyafc@gmail.com

GFL Director: Doug Washington
gfl.lyafc@gmail.com

Team Mom Director: Natasha Mews
teammom.lyafc@gmail.com

Team Mom Coordinator: Tuwana Davila
fbcoordinator.lyafc@gmail.com

Team Mom Coordinator: Adrienne Maxey
chcoordinator.lyafc@gmail.com

Concessions Director: Angela Molette
concessions.lyafc@gmail.com

Concessions Manager: Deneen Scott
concessions.lyafc@gmail.com

Public Relations Director: Monica Jones
publicrelations.lyafc@gmail.com

Fundraising Director: Jennifer Morgan
fundraising.lyafc@gmail.com

Equipment/Grounds Director: Norman Howard
grounds.lyafc@gmail.com

TEAM CONTACT INFORMATION

Head Coach:	Asst. Coach:
Home: () Cell: ()	Home: () Cell: ()
Email:	Email:
Asst. Coach:	Asst. Coach:
Home: () Cell: ()	Home: () Cell: ()
Email:	Email:
Asst. Coach:	Asst. Coach:
Home: () Cell: ()	Home: () Cell: ()
Email:	Email:
Asst. Coach:	Trainer:
Home: () Cell: ()	Home: () Cell: ()
Email:	Email:
Asst. Coach:	Jr. Coach:
Home: () Cell: ()	Home: () Cell: ()
Email:	Email:
Asst. Coach:	Team Mom:
Home: () Cell: ()	Home: () Cell: ()
Email:	Email:



"LET'S GO BLACK KNIGHTS"

