

**PA Ball Hawks  
Player/Parent Handbook  
Version 1.7**

**MISSION STATEMENT**

*The PA Ball Hawks softball club is a non-profit corporation developed for athletes to engage in quality, competitive experiences. A competitive athletic experience can produce a good work ethic, enhance social development, contribute to mental and physical health as well as teach values of personal responsibility, self-discipline, self-motivation, and teamwork. Participation in fast pitch softball also improves the athlete's opportunity to realize the goals of playing at the HS and collegiate level. The Travel Team experience is becoming a must have in order to compete at the collegiate level especially for those hoping to obtain an athletic scholarship*

**PHILOSOPHY**

*The most important consideration in forming a team is developing a philosophy. What is the motivation behind forming this team? Will it be a "participation team" where everyone gets equal playing time or a "performance team" where playing time must be earned? The PA Ball Hawks is most definitely a "performance team". Another critical component of team philosophy includes "how are new players found and included as regular team members"? The answer to this question is not as easy.*

*Excess turn-over in any organization is very corrosive; no turn-over means the team is possibly not growing. Every player must tryout each season. Tryouts are typically held in August of each year. Making the team in August only qualifies a player for the team for that season. It is not a guarantee that they will be on the team for the next season or future seasons. Additionally, other players may be added throughout the season as needed.*

**PABH BOARD**

*The purpose of the Board is to provide direction for the organization. The Board will aid in the decision making of the organization, provide ideas, structure and assistance in fundraising, team structure, tournaments, uniforms, hotels and promotion of the PA Ball Hawks. The Board has no authority on the softball field. A successful team and organization requires communication. The parent reps are available to hear concerns and relay them to the coach, parent, player or Board. If satisfaction is not achieved then the player, parent or coach can discuss the situation with Howie Merriman. If you still have problem or concern the player, parent and coach may request a hearing with the Board. The Board's decision will be final in all cases. The Board Members are: President/Director: Howie Merriman; Vice President (Operations and Strategy): Neil Anders; Vice President (Sales & Marketing and Recruiting): Bryan Harbold; Treasurer: Missy Werner; Secretary and Event Coordinator: Sheri Eckenrode.*

## **PARENT REPRESENTATIVES**

*To take part of the administrative load off of the coach, parent representatives will be selected. They will be responsible for coordinating team lunches for tournaments, travel arrangements, team clothing orders, fees and any other assignment the coach may assign. The parent representative is the primary communication link regarding all administrative matters between the players, the coach, and the PA Ball Hawks Board.*

## **STANDARDS OF CONDUCT**

*There is a lot more expected of our players other than their softball skills. Players are expected to participate in all scrimmages/practices as scheduled. Failure to do so may result in less playing time in the next tournament. It is the player's responsibility to notify the coach or parent representative if they cannot attend. If a player needs to miss several practices because of extra-curricular commitments, they are required to provide the coach with a schedule to allow for proper practice planning.*

*Players are expected to sign up for the full "season" and to make all tournaments. All players will be given ample playing time in tournaments – especially during pool play. However, during bracket or championship play where the objective is to advance as far as possible, players will be played at the discretion of the coach based on strategy, current tournament stats and team needs.*

*The following standards must be observed to continue as an active member of PA Ball Hawks. A violation may result in suspension. Standards marked with (\*\*) may result in the immediate dismissal from the organization.*

- 1. \*\*The use of alcohol and drugs.**
- 2. \*\*Smoking.**
- 3. \*\*24 Hour rule. If you disagree with the coaches' decisions or coaching methods wait 24hrs before approaching the coach to discuss the situation. You may arrange to meet the coach or have a phone conference but never approach a coach about a disagreement during practice, league play or tournament play.**
- 4. Excellence in academic performance is required. All players must meet the requirements of the public school system No Pass/No Play policy.*
- 5. Players must be on time for all team commitments. Violations will result in loss of playing time.*
- 6. Players must call their team coach and/or parent representative when they are going to be late or absent from a practice or tournament.*
- 7. All players are required to pursue all physical conditioning activities and drills unless excused by a doctor or the coach.*
- 8. Players must report all physical injuries or illness to their head coach immediately.*

9. *Players are required to take proper care of practice equipment, keeping in mind that the equipment is the property of the PA Ball Hawks.*
10. *Each player will keep their coach informed of their presence at tournaments.*
11. *Each player is expected to treat all other players, teammates, coaches, referees, and fans with courtesy and respect.*
12. *If players are involved in a dispute, they must immediately work out problems between them. If they are unable to resolve their problem immediately, they must meet with the coaches until their problems are resolved. Problems between players must never be left unresolved.*
13. *During any overnight travel the coach will determine curfew. Violations will result in suspension for games.*

## **TOURNAMENT PLAY**

*Because the length of softball matches can be unpredictable and tournament formats and management varies it is difficult to pinpoint the time a tournament may end. Also, exact tournament schedules or final confirmations are often not available until just before the tournaments begin (often the night before play starts). Common reasons are due to weather, field conditions, late team entries and team withdrawals all of which impact the actual tournament playing schedule and match-ups.*

*The PA Ball Hawks have no control over the administration of these tournaments. Team entry fees must be paid weeks in advance, and the large amount of planning required for travel and/or lodging, it is extremely important that the team coach is notified as far in advance as possible of any tournament if player cannot attend.*

## **PLAYING TIME**

*Playing time is very important to everyone. It is important to apply the skills and fundamentals taught in practice in a game situation. Only then can a coach and player truly realize which skills the player is proficient at and which skills require more training. Nevertheless, every player should have an opportunity to play during pool play. Your team fees go toward practice time and instruction by qualified, experienced coaches, NOT playing time in tournaments. Playing time in tournament play is earned.*

*More playing time is earned by being at practice and working hard to improve, as well as, executing the skills when given the opportunity to play. The coaches are advised to give everyone opportunities to contribute their individual skills and abilities to the team during pool play matches.*

*The PA Ball Hawk Board has decided to add the Reserve System for players. The reserve system is designed for players that are not ready or do not want full time responsibility for tournament play. The reserve players get to attend all of the practices, team clinics and events. The reserve player **doesn't** have to pay dues but they are required to buy a uniform and a bag. The reserve players are not a part of the starting lineup therefore they should not expect playing time but*

*they must be ready to play when called upon. If the coach feels that the reserve player or players give the team a better chance to succeed, the coach does have the option to play reserve players over the starters.*

### **OUT OF TOWN TRIPS**

*All regulations previously listed above, under "Standards of Conduct", apply to out of town trips. Board members are to assist coaches in enforcing these requirements.*

*Players are representing the PA Ball Hawks Organization at all tournaments and will not do anything to embarrass themselves or the organization. Use of any illegal substance will result in the player being suspended from the tournament, sent home at her parents' expense, and may result in dismissal from the team.*

*Any player caught doing any illegal activities will be suspended from the tournament, sent home at her parents' expense, and may be dismissed from the team.*

*If either parent is unable to attend an out of town trip with their daughter, the parent must designate in writing who is responsible for their daughter. That parent then becomes the designated parent for the tournament. The player's parent needs to provide an insurance card, description of health problems, a medical release and contact number for the designated parent.*

### **PRACTICE RULES**

- Players are required to be ready to begin practice at the designated start time. Begin practice mentally prepared. Have personal goals for all practices. A good time to think about goals is during warm-up.*
- If a player must miss a practice, a telephone call to the coach and parent representative is mandatory before practice. Each practice session is very important to the development of our athletes. Players need to make every effort to be at every practice so they don't miss too much instruction that could affect their performance at tournaments. Also, the coach prepares practice plans according to whom and how many are attending.*
- Practice time missed must be made up unless a player misses practice due to playing in League games, attending softball clinics or similar softball activities. Players are expected to consistently work on their own to raise the levels of their physical condition and skill.*
- Please bring your own drinks to practice and tournaments.*
- There will be no jewelry allowed at practice. Please leave your jewelry at home, you will not be permitted to wear it on the field, and your coach/team is not responsible for it when you take it off.*
- Cell phones are not allowed on the bench or dugout and they may not be used during practice hours.*
- Jog instead of walking, at all times during practice, especially when shagging.*

## **GENERAL INFORMATION**

### **The Softball Season**

*The Softball Season for PA Ball Hawks begins on September 1 and typically concludes in the beginning of November and resumes in March through July. We play the majority of our tournaments in PA; however, we do play in MD, VA, NJ and DE. We also attempt to qualify for the Nationals and World Series which is typically held out of state.*

### **2010 Teams**

***We anticipate on having six travel teams: 10U, 12U Black, 12U Red, 14U Black, 14U Red, and 16U.***

### **Insurance Coverage**

*As part of their individual membership fees, all players are covered by a supplemental insurance policy from Bollinger Insurance-the preferred carrier for ASA and USSSA softball. This is a million dollar liability policy that covers all club activities and injuries that may occur during an event. An event can be either practice or a tournament. The policy also insures players against any loss that may be incurred while traveling to or from an event. Please note that this is a supplemental policy to your own hospitalization policy. Specimen policies can be found on the web at the Amateur Softball Association website.*

### **Uniform\Equipment**

*Every PA Ball Hawks player is required to purchase their own uniform and use their own equipment (helmet, glove, bat, catching gear).*

### **Fundraising**

*The PA Ball Hawks Organization holds an Annual Bull Roast to raise funds and promote our organization. Proceeds are used towards organization and operating expenses. Each player is required to sell tickets and help with set up and clean up as needed.*

*Periodically, at the discretion of the parents, additional fundraising activities (such as pizza sales, etc.) may be organized. Participation in these fundraisers is optional. From such fundraisers, each participant will be credited 70% of the profit from the items sold to be applied to team dues/fees. The remaining 30% will go toward the improvement of the organization.*

### **Sponsorships**

*The PA Ball Hawks encourage each player and parent to obtain organizational sponsors. This may include local businesses or private donations. If a sponsor is obtained, 50% of the sponsorship money will be credited toward the player dues/fees. The remaining 50% will go toward the improvement of the organization. For sponsorship, a sponsor will receive advertisement on the PA Ball Hawks website, their name on team banners that will be displayed by each*

age group at tournaments, and inclusion on a "Game Day" t-shirt distributed to players and available for purchase by fans. Sponsorships must be obtained by January 31 to be included on the team banner and shirts for that season. Sponsorships will be

### **PLAYER/COACH/PARENT RELATIONSHIP**

*Softball can teach many good traits, such as the spirit of cooperation, and the regard for physical fitness; but it is difficult for these and other desirable traits to take root in young players when the adults around them fail to set a proper example. We ask that parents refrain from criticizing opposing players, other parents, coaches, officials, umpires, or teammates. In spectator enthusiasm we are often prone to issue several instructions to the players that may be contrary to those of the coach, leaving the players confused and upset. Please let these athletes follow their coach's instruction and leave the coaching to the coach!*

*The coaches are giving their time, energy, and best efforts to teach your child the sport of fast pitch softball and the PA Ball Hawks Organization will not tolerate condemnation of the coaches. Understand that you will not agree or like every coaching tactic, comment, or suggestion that is made by the coaches, but this does not warrant criticism or rudeness. This is certainly not intended to reduce spectator enthusiasm. Please continue to cheer and encourage the actions you like and ignore those you don't. Please do not interfere with your child's coach, especially during play, or do anything else that will detract from the enjoyment your child deserves to get from softball. Parents are strictly forbidden to enter the dugout or onto the field unless instructed by one of the coaches to do so.*

*Parents must ally themselves with the coach in teaching their children how to cope with the frustrations of being a member of a team. Sports provide an excellent opportunity to teach young women about the realities of highly competitive situations. They must be taught how to be a cooperative team member, how to make use of both positive feedback and constructive criticism, how to cope with adversity, how to achieve 'mental toughness', and how to be a gracious winner.*

*The following steps MUST be taken if any player/parent has a concern with the coach:*

*Player should discuss the concern with the coach and try to arrive at a solution. The coach should not be considered unapproachable. He or she is willing to listen to a player's concern and try to arrive at a mutual solution. Until the coach is made aware of the concern nothing at all can be done to alleviate it. Do not wait until the end of the season to voice your concern.*

*If, after time, the concern is not resolved the player and parents may make an appointment to meet offsite to speak with the coach. Please do not approach a coach in the dugout or on the field to discuss a concern at practice or a tournament. This could result in the immediate dismissal of the player.*

If satisfaction is not achieved then the player, parent or coach can discuss the situation with Howie Merriman. If Howie Merriman is the coach in question the player and parent can request a hearing with the Board. The Board's decision will be final in all cases.

### **PA BALL HAWKS FEES for 2010**

The PA Ball Hawks remains a totally self-funded organization. Funds are obtained through either player dues or through contributions and donations. Individual player fees covers, league, tournament registration fees, and umpire fees, team supplies and ASA, USSSA, Pony, NSA sanction fees. The 2010 Fees are as follows,

League Fee, all age groups \$60

10U Travel	5 Tournaments	\$325	Uniform \$125	Bag \$75
12U Black	10 Tournaments	\$650	Uniform \$125	Bag \$75
12U Red	7 Tournaments	\$455	Uniform \$125	Bag \$75
14U Black	15 Tournaments	\$975	Uniform \$125	Bag \$75
14U Red	8 Tournaments	\$520	Uniform \$125	Bag \$75
16U Travel	10 Tournaments	\$650	Uniform \$125	Bag \$75

For league play the player must pay the \$60 league fee (Spring or Fall) and buy a red uniform (\$45). Team Bag is optional.

For Tournament play the player must pay the Tournament Fee and buy a uniform and Team Bag.

Note that the total uniform cost includes two sets of uniform jerseys and shorts (red and black). The cost of the black uniform is \$80. The cost of the red uniform is \$45. Each player will also be required to purchase socks. These will be available for purchase at a discounted team rate once a supplier is selected.

After accepting the offer to play, we require a \$200 deposit and a copy of your daughter's birth certificate. The deadline for acceptance and deposit is September 1, 2009. 50% of the remaining balance of the player dues must be received by November 1, 2009. The remaining balance is due on March 1, 2010. **Players are not eligible to play if there are outstanding dues or fees.** Any payments made to the PA Ball Hawks are non-refundable. Make checks payable to the PA Ball Hawks and send them to:

**Missy Werner**  
**PA Ballhawk Treasurer**  
**247 Reynolds Mill Road**  
**York, PA 17403**  
(h) 741-0070  
(c) 887-2863  
(e) [paballhawktreas@aol.com](mailto:paballhawktreas@aol.com)

**PA BALL HAWKS WEBSITE**  
**[www.paballhawks.com](http://www.paballhawks.com)**

*The PA Ball Hawks have a website ([www.paballhawks.com](http://www.paballhawks.com)) that will display important information regarding the organization as well as each individual age group. The website is designed to be consulted for practice schedules, game schedules (both tournament and league), and other important announcements. Additionally, a team calendar will be in place for each age group. The calendar will identify practice and game dates, times, and locations. Each age group will have an individual calendar. Each player will receive a user name and password to access the calendar to be able to add vacation dates, etc. Relevant PA Ball Hawks documents (such as the most current version of the Hand Book) will be available on the website.*

***Please complete and sign the attached forms and have them returned to your Coach or Parent Rep***

- 1) Player/Parent Agreement & Consent Form***
- 2) Medical Release Form***
- 3) Parental Waiver – Release of Liability Form***

PA Ball Hawks Player/Parent Agreement & Consent Form

Player Agreement & Consent

*I, have read, understand, and agree to the policies, procedures and obligations set forth in the PA Ball Hawks Player's/Parents Handbook. As evidence by my signature, I certify that I have read and understand all of the foregoing and consent to abide by the rules as set forth herein.*

\_\_\_\_\_  
*Signature of Player*

\_\_\_\_\_  
*Date*

Parent's Agreement & Consent

*I have read, understand, and agree to the policies, procedures and obligations set forth in the PA Ball Hawks Player's/Parent's Handbook. As evidence by my signature, I certify that I have read and understand all of the foregoing and consent to abide by the rules as set forth herein. In addition, I certify that as Parent or/Guardian of this participant, I have explained to my daughter the aforementioned stipulated conditions and their ramifications, and I consent to her participation in the programs conducted under the appropriate National Sanctioning body of softball that the team may play under. I agree to pay the fees set forth by the team, allowing my daughter to participate in the program.*

\_\_\_\_\_  
*Name of Parent/Guardian (Please Print)*  
*(Mother/Father/Guardian)*

\_\_\_\_\_  
*Relationship*

\_\_\_\_\_  
*Date*

Initial \_\_\_\_\_

PA BALL HAWKS MEDICAL RELEASE FORM

Player's Name \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Father's Name: \_\_\_\_\_ Mother's Name: \_\_\_\_\_

Player's Address: \_\_\_\_\_

Home Phone Number(s): \_\_\_\_\_ Work Phone Number(s): \_\_\_\_\_

Cell Phone Number(s): \_\_\_\_\_

*In an emergency when parents cannot be reached, please contact:*

Name: \_\_\_\_\_ Home Phone: \_\_\_\_\_ Work: \_\_\_\_\_

Name: \_\_\_\_\_ Home Phone: \_\_\_\_\_ Work: \_\_\_\_\_

*Player Information:*

Allergies:

\_\_\_\_\_

*Additional Information:*

\_\_\_\_\_

\_\_\_\_\_

Medical Insurance Carrier: \_\_\_\_\_ Policy #: \_\_\_\_\_

Insurance Contact Phone #: \_\_\_\_\_ Policy Holder Name: \_\_\_\_\_

Player's Physician: \_\_\_\_\_ Phone #: \_\_\_\_\_

CONSENT FOR MEDICAL TREATMENT

I, \_\_\_\_\_, am the parent or guardian having legal custody of the above player. I authorize all medical, surgical, diagnostic, and hospital care or procedures which may be performed or prescribed for my child by a licensed physician or hospital, when efforts to contact me are unsuccessful and when deemed immediately necessary or advisable by the physician to safeguard my child's health. I waive my right of informed consent to such treatment.

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

**PA BALL HAWKS PARENTAL WAIVER, RELEASE OF  
LIABILITY AND INDEMNIFICATION AGREEMENT FORM**

*I, the undersigned, as the parent or legal guardian of the minor child named below, do hereby give my full consent and approval for my child to participate as a member of the PA BALL HAWKS girl's fast pitch softball team.*

*I understand that there are certain risks of damages and injuries, including death, inherent in the practice and play of softball, as well as in traveling in other related activities incidental to my child's participation, and I am willing to assume these risks on behalf of my child. These risks include, but are not limited to, those hazards associated with weather conditions, travel, playing conditions, equipment and other participants.*

*I understand that sliding into base is dangerous to my child and to other players and may result in serious injury or death.*

*I understand that the very nature of the game of softball is hazardous and risky, including, but not limited to, the acts of throwing, fielding and catching of the ball, the swinging of the bat, running, jumping, stretching, sliding, diving, and collisions with other players and with stationary objects, all of which can cause serious injury or death to my child and to other players.*

*Further, I agree that in consideration for the right to allow my child to participate as a member of the PA BALL HAWKS and in consideration for permission to play on the fields arranged for by the team:*

- 1. On behalf of my child and myself, I do voluntarily elect to accept and solely assume all risks of injury incurred or suffered by my child (a) while practicing or playing as a member of the team, (b) while serving in a non-playing capacity as a team member during practice or play by other teams or by other players on my child's team, and (c) while on or upon the premises of any and all of the fields arranged for by the PA BALL HAWKS for practice or play.*
- 2. In addition to giving my full consent for my child's participation, I do hereby release, discharge and agree not to sue the PA BALL HAWKS and/or its officers, coaches, the team sponsors, the owner or operator of any field the team practices on, ASA, USSSA, Pony, NSA, or their owners, officers, agents, servants, associations, employees, or any person or entity connected with the team, league, field for any claim, damages, costs including attorney fees, or cause of action which I have or may in the future as a result of injuries or damages sustained or incurred by my child from whatever cause including but not limited to the negligence, breach of contract or wrongful conduct of the parties hereby released.*

*I hereby certify that my child is fully capable of participating in the designated sport and that my child is healthy and has no physical or mental disabilities or*

*infirmities that would restrict full participation in these activities, except as made known to coaches and officers of the team.*

*I further agree on behalf of myself and my child listed below, that I shall hold harmless and fully indemnify the parties hereby released from any and all claims, damages, costs including attorney fees, and causes of action which may arise from any cause of action made by me or by, through or on behalf of my child, even if the damages, injuries or death are caused in whole or in part by any of the persons or entities hereby released.*

*I ACKNOWLEDGE THAT I HAVE READ AND THAT I UNDERSTAND EACH AND EVERY ONE OF THE PROVISIONS IN THIS WAIVER, RELEASE OF LIABILITY AND INDEMNIFICATION AGREEMENT AND AGREE TO ABIDE BY THEM.*

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*Name of Player (Please Print)*

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*Signature of Parent or Legal Guardian*

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*Address of Parent or Legal Guardian*

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*Date*