

PONSONBY MINOR SOFTBALL **COACHES HANDBOOK**

2023

Ponsonby Minor Softball Convener Contact Info:

T Ball – Shirley Obergan obergan3@gmail.com 226-820-3889

U7 Mixed – Joe Harris / Amie Fuller

U9 Mixed Mites – Joe Harris / Amie Fuller

U11 Boys, U13 Boys, U15 Boys, U18 Boys – Joe Harris rogiejoe31@gmail.com 519-504-7617

U11 Girls, U13 Girls, U15 Girls, – Amie Fuller amiemfuller@gmail.com 519-820-4789

Each level/division will also have an ISA league convener (potentially from another ISA centre) organizing your game schedule and year-end tournament. If you do not know when your ISA league coaches meeting is being held, please contact Joe Harris or Shirley Obergan.

Teams and Diamond Times:

Sunday:

A Diamond: 4:30pm – 6pm **U9 Mites Team 1**

B Diamond: 4:30pm - 6pm **U9 Mites Team 2**

A Diamond: 6:30pm - 8pm **U9 Mites Team 3**

A Diamond: 6:30pm to 8:30pm **U15 Girls Green**

A Diamond: 8:30pm to 10:30pm **U18 Girls Green**

Monday: 5:30pm to 6:15pm

B Diamond: **Tee Ball**

(More information to be shared in the coming days)

Monday:

A Diamond: 5:30pm to 6:30pm **U7 Team 1**

C Diamond and Batting Cage: 5:30pm to 6:30pm **U7 Team 2**

A Diamond: 6:45pm to 7:45pm **U7 Team 3**

C Diamond and Batting Cage: 6:45pm to 7:45pm **U7 Team 4**

[NOTE: *these four teams will rotate each week to allow use of the batting cage*]

B Diamond: 7:00 – 9:00 **U13 Girls**

A Diamond: 8:45pm to 10:45pm **U18 Boys** [NOTE: *two U18 boys teams will rotate each week*]

Tuesday:

B Diamond: 6:30pm – 8:30pm **U11 Boys Green**

Wednesday:

A Diamond: 6:30pm to 8:30pm **U13 Boys Gold**

B Diamond: 6:30pm to 8:30pm **U11 Girls Green and Black** [NOTE: *two teams will rotate each week*]

Thursday:

A Diamond: 6:30pm to 8:30pm **U13 Boys Green**

B Diamond: 6:30pm to 8:30pm **U11 Boys Gold**

* Refer to the shared “**Ponsonby Coaches 2023**” folder on Google Drive and the Ponsonby Softball Home Page for further details including email addresses and contact telephone numbers for each of our head coaches and assistants. This information can also be found on **TeamSnap**.

For divisions with multiple teams, it will be the responsibility of the coaches to evaluate and select their respective rosters before the start of the season. The goal of the Club is to have even and equal teams in terms of ages, skill and talent. Consideration may be given to requests from parents for the kids to play with friends, neighbours, relatives, etc. however this should NOT be the focus when selecting the squads.

Please contact Shirley, Amie and/or Joe if you require assistance with selection of team rosters.

COVID 19 Return to play requirements:

In line with the current provincial and local health unit policies and guidelines, there will be NO restrictions this year regarding protection against and/or tracking of COVID 19. Should this situation change, the Ponsonby Rec Club will/may need to amend our policies and guidelines as it relates to COVID 19. Signage continues to be displayed throughout the park area with regards to the spreading of the virus, proper hygiene, information on physical distancing, etc. however, it will be the responsibility of everyone entering the park to take their own precautions and protection measures, as they see fit, throughout the course of the softball season.

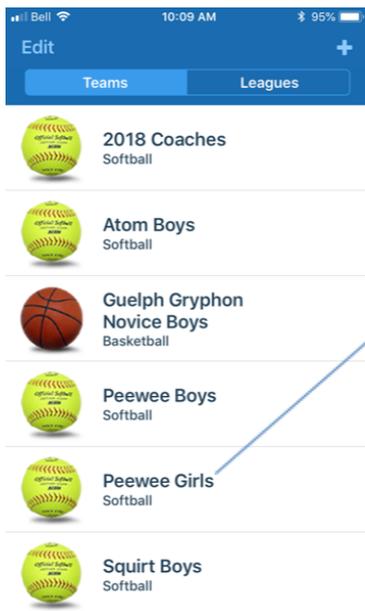
The Ponsonby Rec Club asks that everyone consider and respect the decisions of others and if you or a family member are experiencing any symptoms (new or existing cough, fever, sore throat, respiratory illness, difficulty breathing, or have been in contact with anyone who had/has COVID-19) that they exercise appropriate precaution(s) to help ensure the safety of all individuals.

TeamSnap:

Login URL: <https://go.teamsnap.com/login/signin>

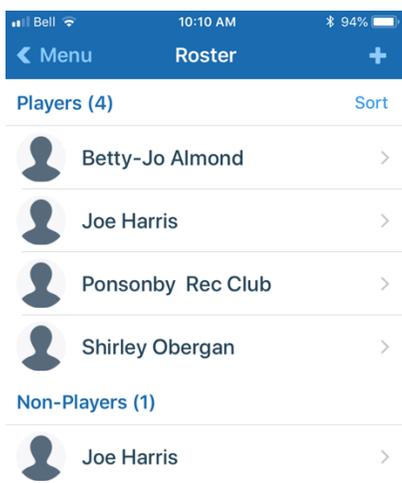
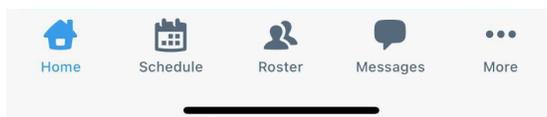
Use the email and password you created when registering your child for Ponsonby Softball. If you have forgotten, enter your email and click “Forgot Password?”

Tip: When you set it up this time, let your browser or phone app remember your password.

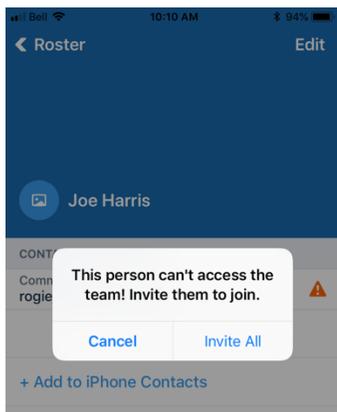


Your team's name should appear once your team has been rostered by Ponsonby Softball
 Click on your team's name and you should enter your 'Team' page
 Where you will access all your team information and communicate with them

When you open the app, at the bottom of the screen is a menu to quickly access schedules, roster, send messages, or access account features by clicking on "more".



Note: Have your parents review the information for their child. They can edit the details and show/hide any information, but need to do it from their own account by clicking "Private".



If a parent says they can't access TeamSnap...

Click on their child's name in the Roster section Orange Yield symbol Means they can't access it

Click on the Yield symbol and select "Invite All" They will be sent an email with a link to join

TeamSnap

* For Help...Click on Help and Support in the app or google TeamSnap and type in your question.

Practices:

Your designated home night at Ponsonby Park is available for your team. When/if games are arranged and confirmed, diamond availability may need to be shuffled. In addition, you may need to share the diamond(s) when we have more than one team for your age group. Please coordinate with the other Ponsonby coaches.

During the season, more diamond time may become available (ie. Saturdays and Sundays). Stay tuned for details on diamond availability.

St Mary's School:

Can be used but we can not book it.

Maryhill Heritage Park and Community Centre:

Not available this year.

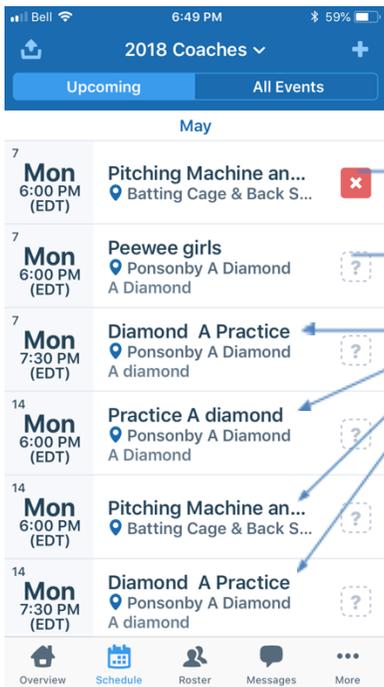
Pitching Machine/Batting Cage and practice diamond at Ponsonby Park - Diamond C:

Will be available. You will need to schedule your practice accordingly.

**Helmets must be worn at all times by any players in the batting cage.*

Blue pitching machines can be used on the diamonds. Great for U13 and younger divisions. It will use regular softballs.

All practices are being scheduled using "2023 Coaches" on TeamSnap. The location and times have been added to that team on TeamSnap. If/when more diamond time becomes available, you will be able to select a date where the label in bold is not a team name. Each team can select 1 time each week if preferred. Keep in mind, this is 'house league' and several practices or games may not be desirable for your group.

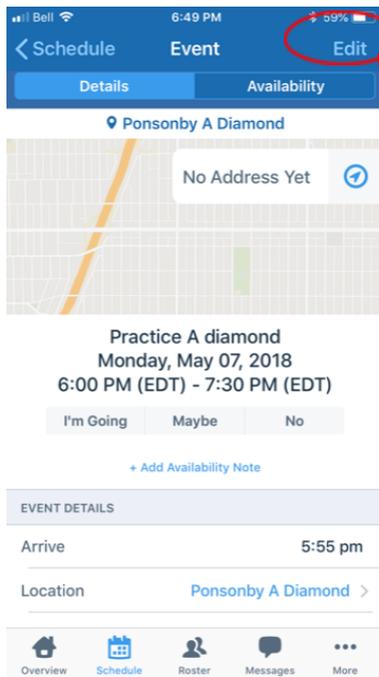


This time is no longer available

Peewee Girls have already chosen this practice time

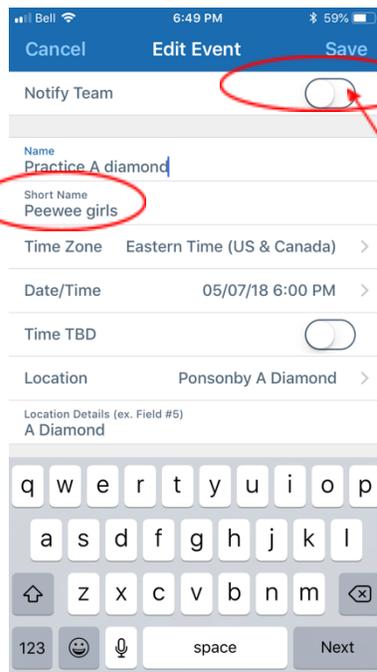
Click on any date where the location name is in bold

2023 Coaches
 - Where you will schedule practices by editing and adding your age level i.e. U13 Girls into the appropriate time slot you require for your team
 - *You will still need to add the practice to your team page



Click on Edit to label a practice time for your team

Type your team name as the "Short Name" for this practice time.



Make sure Notify Team is off or you will send an email to all other coaches including reminders of the practice.

Games:

Please refer to the 2023 Intercounty Softball Association (ISA) Constitution for all rules and regulations regarding your division of play. You will likely receive a copy of this when you attend your league coaches meeting, however we have uploaded this to the shared “**Ponsonby Coaches 2023**” folder on Google Drive and the Ponsonby Softball home page as well. It is your responsibility to ensure you understand the ISA by-laws and rules, specifically regarding player eligibility.

You may be required to set-up and line your own diamond before home games so please give yourself enough time to manage this before your game and ask for help from your parents! This responsibility should not be burdened every night by the coaches!

If you need to reschedule games, you must provide the visiting team with 2 possible dates for the rescheduled match. Please work this out with the other coaches and contact Shirley Obergan for diamond availability and to book your umpires. **If the game needs to be postponed due to rain/weather, please make sure you contact the visiting coach directly and Shirley Obergan so she can advise the umpires.**

**Use your best judgement when making decisions regarding cancelling games due to weather.*

Player Development:

Coaches are strongly encouraged to prepare a **Practice Plan** for each of your practices and communicate this Plan with your coaches. Work on skill development and encourage FUN! The key fundamentals of softball should be the focus of practices, such as: throwing, fielding, batting, pitching, running the bases, game situations, etc. Setting up various ‘stations’ on the diamond with at least one coach instructing at each station is preferred for part of the practice time. This maximizes player involvement and allows kids to learn in a smaller group setting, often resulting in more repetitions.

The Ponsonby Rec Club has created a “**Ponsonby Coaches 2023**” folder in the Google Drive network **and** on the Ponsonby Softball home page that includes many drills, practice plans, videos, etc. **PLEASE USE THESE RESOURCES.** There are actually fully designed lesson plans for ages U11 to U19 included in this resource so technically you could have every practice already designed and prepared for you!! We also encourage everyone to share their drills/practice ideas with the association and upload them to the shared folder. To access the various resource documents, paste the link below into a browser.

https://drive.google.com/drive/folders/1_lhrnjThE8kZLQXMCRGH_SxAF0gRKRT0

If you require any assistance at practices, need additional resources, or have any questions about our player development initiatives, please contact Joe Harris.

Equipment:

Each team is supplied with an equipment bag that contains catcher’s equipment (helmet, chest protector and shin pads), minimum 1 batting helmet with cage, minimum 1 bat (except U15 and U18 divisions), minimum 10 practice baseballs, and a first aid kit. We encourage you to take a picture of the contents of the equipment bag on your phone so that you can recall what equipment belongs in the bag. It is your coaching staff’s responsibility to ensure the contents of the bag are returned to the Ponsonby Rec Club at the end of your season and **no later than September 15th.**

Please clean-out the bag of any debris, garbage and/or other items that have been collected over the season. Any lost or unreturned equipment will result in a minimum \$50 charge to the team. If you have any equipment problems or issues throughout the season, please contact your Ponsonby Softball convenor.

** It is strongly encouraged that you supply a bottle of bug spray in your equipment bag for the season!*

Uniforms:

Team jerseys are supplied to each player by the Club including U7 & U9 Mixed Mites and TBall. Baseball pants are also supplied for U11, U13 and U15. U18 level players will only be supplied team jerseys so they must purchase their own grey pants. Designated totes/bins are provided to the head coach prior to the start of the season with a list of its contents. Your game balls for the season, scorebook, and the OASA rule book is also contained inside your team tote. Each coach and/or team manager is required to collect all uniforms from the team members and return the tote/bin at the end of your season to Joe Harris **no later than September 15th**. Uniforms must be all accounted for, washed, and placed back in the bin provided. Any lost, unwashed or unreturned uniforms will result in a minimum \$50 charge to the team/parent.

Every player will also receive a hat from the Club, however these do NOT need to be returned at the end of the season. **ALL PLAYERS ARE REQUIRED TO WEAR THEIR HATS AND THE TEAM UNIFORM PROVIDED DURING GAME PLAY.**

Coaches will receive a T-Shirt and hat that are to be worn during all games. These do NOT need to be returned at the end of the season.

Umpires:

Umpires are provided by the home centre and will be arranged by **Shirley Obergan** for all games within the Ponsonby Rec Club. Please contact Shirley or Scott Holman if you have any questions/concerns. **Reminder to send a copy of your season schedule to Shirley so that umpires can be booked.**

Please also be reminded that our young umpires (mostly Ponsonby Rec Club players) are also learning the game and may be intimidated by coaches and parents. We encourage you to be kind to our umpires and thank them at the end of each game. We do NOT want to lose these young umpires because of coach or parent behaviour.

Police Vulnerable Sector Checks:

Each coach, assistant coach and/or team manager must undertake a Police Vulnerable Sector Check **IF** they haven't done so in the last 12 months with the Ponsonby Rec Club. You will need to show a completed police check to Shirley Obergan as soon as possible.

www.mybackcheck.com

May 15, 2023 – Police checks to be returned to Shirley Obergan

Code of Conduct:

Refer to the Ponsonby Rec Club Code of Conduct policies found in the “*Ponsonby Coaches 2023*” folder on our shared Google Drive network.

Please be reminded that we expect the players, coaches, parents, and spectators from Ponsonby to conduct themselves in a positive and respectful manner. We ask that coaches be an ambassador of baseball and identify (and deal with) any issues that may arise during the season that are in contravention to the specific Code of Conduct policies laid-out by the Club. Should an issue arise, please contact your local convener (i.e. Shirley or Joe) immediately so the Club can support you in dealing with the matter.

Canadian Centre for Child Protection Course:

As you may be aware, Ponsonby Rec Club applied for and received a generous ‘grant’ from the Toronto Blue Jays Care Fund. As a prerequisite for receiving the funds, Ponsonby Rec Club is required to ensure the association is committed to undertaking the ‘Commit to Kids’ online training course as part of the Canadian Centre for Child Protection. This requires one (1) member from each Ponsonby team (ideally the head coach), to register and complete the 8 module online course. A validation test is required at the end of the course, in which you must receive 80% minimum to receive the certificate. This course will take approximately 2 hours by each individual and must be completed by July 15, 2023. You will only need to take the course once. We will inform teams/coaches that need to take the course.

This course is **NOT** required for U7 mixed mites coaches. If you have taken this before, or at least one member from your staff has completed the course, you do **not** need to register and complete.

Additional Resources:

Be aware of the Rowan’s Law Concussions policy

<https://www.ontarioruralsoftballassociation.ca/orsa-concussion-policy-2>

Parents will have read about it during registration, but coaches need to be aware as well.