



VIPERS HANDBOOK



PLAYER HANDBOOK (Version 9.0)



INTRODUCTION

The Berks-Mont Vipers (BMV) is an all-volunteer Pennsylvania non-profit Corporation. The Vipers was formed in 2001 and incorporated in 2002. The information contained within this handbook (Version 9.0) outlines the expectations and guidelines of the Coaching Staff and the Berks-Mont Viper Organization, of each player and their parent/guardian.

MISSION STATEMENT

The Mission of the Berks-Mont Vipers is to be permanently dedicated to fostering youth participation in national amateur sports by providing an opportunity for school aged basketball players to compete against other dedicated athletes in an effort for these individuals to reach their highest potential. By doing so, we encourage the beliefs of these youths. It is our intent to improve both the abilities and attitudes of these individuals so that they may mirror these new found traits in their school sports programs as well as in their everyday lives.

WEBSITE

The Berks-Mont Vipers official website is intended, internally, to be the central point of information for our players, parents, coaches and board of directors. In addition, the site is intended to, externally; promote our organization, hosted tournaments, sponsors and athletes. Practice and tournament schedules will be published on the website. It is each player's responsibility to check regularly for updates. The web address for the site is www.vipersbasketball.net.

Player information that may be posted to the website includes:

- Pictures from club events such as tournaments
- Name, height, graduation year, school or school district
- Game stats and team record
- Player biography

The player and parents can choose against posting some or all of the above information by expressing their wishes to the Board of Directors. Please note that it will be impossible to remove an individual player from an organized team or club picture.



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FINANCIAL COMMITMENT

The majority of funding to date has been borne by the Board of the Berks-Mont Vipers. While we have solicited the support of various organizations, we do not have outside financial support at this time. Therefore, each player is required to submit a non-refundable team registration fee. This fee will cover expenses such as AAU registration, tournaments, organization fees and gym fees. The fees are approved by the Board of Directors and are subject to change on a yearly basis. The team registration fee is required to be submitted in full prior to participating in any practice or game unless another payment arrangement is agreed to by the Board of Directors. The team registration fee for the 2008 season is \$350. The uniform cost is not included in this fee and shall be the responsibility of the individual player to purchase. Methods of payment include checks or cash.

PRACTICE AND TOURNAMENTS

Practices are very important in developing individual skills, improving team concepts and to the success of the team. Generally there will be two practices scheduled per week for tournament preparation. Each team will typically compete in five tournaments for the season. It is a goal of the organization to advance Viper teams to the top events such as AAU Nationals.

Every effort will be made to publish a schedule of practices and tournaments in a timely manner on the Vipers website. The expectation is that players will be able to eliminate most scheduling conflicts if provided adequate time to make adjustments, however, changes may occur with short notice. The goal should be to attend every practice and game. If a conflict does exist, it is the player's responsibility to inform the Coaching Staff of this conflict as soon as possible.

PLAYING TIME

The Vipers are dedicated to providing each player an opportunity to improve the numerous skills associated with basketball. As a competitive basketball organization there is no guarantee on playing time as is with most middle school, high school and college programs. Players will be challenged in practice to compete for playing time. The amount of time will be determined by many factors including:



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- Individual skill
- Work ethic and attitude
- Team chemistry
- Match-ups
- Attendance at practice and games
- Critical nature of game
- Foul trouble

Playing time that a player receives has the potential to become a serious source of friction amongst players, parents and coaches. If this becomes a problem, it is first the responsibility of the player to address the concern with the coach personally at an appropriate time (not during or following a game). Parental involvement in this area is strongly discouraged.

PLAYER RESPONSIBILITY

The following represent the expectations of the Board of Directors and Coaching Staff, regarding player responsibilities. Remember, you not only represent yourself, but the entire organization. This is a tremendous responsibility. The Coaching Staff and Board of Directors are volunteering their time. We trust that you will exhibit a sense of pride and respect both on and off the court.

- The Berks-Mont Vipers should be the first priority in athletics during the AAU basketball season (March to September).
- To play on this team is a privilege, not a right. Playing time must be earned.
- Players are expected to demonstrate respect to coaching staff, officials, opponents, spectators, the Board of Directors and especially, their own teammates. The coaching staff places respect, attitude, and character as the top priorities of sportsmanship in our athletes.
- Players are expected to look at the coach and listen when they are being addressed.
- Players are expected to be a team player and always WORK HARD!
- Players are expected to be courteous in word. Vulgar language is not acceptable.
- Players are expected to be courteous in demeanor. Fighting of any kind will not be tolerated.
- Players involved in ANY illegal activity will be immediately dismissed from the team pending investigation by the Board of Directors.
- The use of tobacco products, alcoholic products or any type of non-prescribed drug is prohibited.



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- Players are expected to be at every practice and game on time. All players shall abide by the rules set by the Coaching Staff regarding arrival/departure times for games.
- Players are expected to notify the coach prior to the start of a scheduled practice or game in the event they will be late or will not be able to attend. It is considered an unexcused absence if the coach is not contacted as described.
- Practice and game attire should be appropriate. Sneakers tied, jersey's tucked in shorts, shorts worn at waist, and no jewelry or piercing(s).
- Players must bring both complete sets of uniform's to all tournaments. Uniforms must be maintained as originally issued and may not be altered in any way.
- For tournaments:
 - A player whose parent or guardian is not attending the event shall notify the coach as to who, on-site, is responsible for that player during and after the event.
 - At away tournaments there is a 10:00 p.m. curfew, or, as otherwise stated by the coaching staff. A player shall not be outside his/her room for any reason after curfew. All players' rooms will have a bed check.
 - At away tournaments members of opposite sex are prohibited from entering the player's rooms.
 - A player shall receive permission from a coach or designee of the Berks-Mont Vipers to be outside the hotel.
- Players are to abide with the AAU Athletes Code of Honor:

I promise upon my word of honor that I will not take unfair advantage of an opponent, that I will be courteous in word and demeanor to opponents, officials and spectators, that I will observe the rules of the game in spirit as well as in letter, and that I will constantly strive to uphold the ethics of amateur sports.

PARENT/LEGAL GUARDIAN RESPONSIBILITY

Often parents are extremely knowledgeable about the game of basketball. We ask parents to refrain from coaching during practices or games. It often serves to confuse players and creates awkward situations. Parents are encouraged to contribute to the team by volunteering where help is needed (e.g., keeping stats, score, etc.)



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The following represent the expectations of the Board of Directors and Coaching Staff regarding Parent/Legal Guardian responsibilities.

- Responsible for submitting a non-refundable team registration fee.
- Make suitable arrangements for lodging, meals and transportation related to tournaments and practices.
- Responsible for expenses at away tournaments such as room for overnight stay, dining, etc.
- Help at BMV events such as a home tournament. Without you and your support, we cannot succeed.
- Serve as a positive role model and demonstrate respect to coaching staff, officials, spectators, opponents and especially team members.
- Leave the instruction and decision making to the coach. It is important not to contradict the coach's instructions.
- For insurance purposes, parents/guardians and children who are not a player or part of coaching staff are not allowed on the gym floor to practice or shoot basketballs at ANY time.
- If a player is dismissed from a team event prior to its conclusion, it is the responsibility of the player's parent/guardian to arrange and pay any additional travel expenses to return the player home.

COACHING STAFF RESPONSIBILITY

The organization seeks coaches who have a firm understanding of basketball fundamentals, competitive coaching experience for tournament play, and the ability to instruct athletes to enhance their awareness of the game. The goal of the coaching staff is to take 10 – 12 players who are serious about basketball and help them find ways to learn, be challenged, work hard, develop, compete, and grow. The volunteer coaches are devoted to the fundamentals of basketball.

The following represent the expectations of the Board of Directors regarding coaching staff responsibilities.

- Obtain a Pennsylvania State Police Criminal Record Check (Act 34). In addition, obtain a Child Abuse History Clearance (Act 151). This request is submitted to the Pennsylvania Department of Public Welfare, Child Line. The criminal record check and child abuse clearance results are valid for one year unless consecutive coaching years.
- Strive to assist the team members in the improvement of their individual strengths.
- Coach and stress the basic fundamentals of basketball.
- Create an environment in which the primary emphasis is placed upon the well being of the athletes.



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- Conduct structured practices and attend all tournaments.
- Lead by example and demonstrate the value of fair play and sportsmanship.
- Abide by the AAU Non-Athletes' Code of Honor:

I promise upon my word of honor to help to create an environment in which primary emphasis is placed upon the emotional and physical well-being of all AAU athletes, rather than winning. I will lead, by example, and will demonstrate the value of fair play and sportsmanship to all participants.

DISCIPLINARY ACTIONS

It is a privilege to be a part of the Berks-Mont Vipers. It is imperative that all players abide by rules outlined in the player handbook. They apply to all events sanctioned by the Berks-Mont Vipers Corporation. This includes travel to and from tournaments. Inappropriate conduct will not be tolerated and based on the severity of the violation; consequences could range from reduced playing time to dismissal, as determined by the Board of Directors.

FORMS

Personal information collected is to be used solely for official business of the Berks-Mont Vipers Corporation. This information will be used, but not limited to, registering coaches & players and registering teams for tournaments. The information will be handled and retained in a manner that protects an individual's privacy and limits access to those who genuinely need to know (i.e., coaches, Board of Directors, AAU, tournament organizers, etc.).

Included with this handbook is a Contract/Agreement for the player and parent/legal guardian. This form is required to be completed, signed and returned to a Berks-Mont Viper representative prior to participating in any practice or game.

The second form is a Player Participation Form also to be completed and returned prior to participating in any practice or game. It is preferred that the player participation form be completed on-line. Also to be submitted with this form is a legible copy of players' birth certificate and insurance card.

The third form is a Coach Information Form to capture key information needed to obtain items such as background clearances and AAU registration.

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CONTRACT/AGREEMENT

TEAM: _____
PLAYER: _____
PARENT/LEGAL GUARDIAN: _____

PLAYER CONTRACT/AGREEMENT

My signature below signifies that I have read and do agree with the responsibilities as set forth in the player handbook. I agree to always respect the Coaching Staff, Board Members and my team members. I will strive to do my personal best as well as the best for the team.

Player Signature: _____ Date: _____

PARENT/LEGAL GUARDIAN CONTRACT/AGREEMENT

My signature below signifies that I have read and do agree with the responsibilities as set forth in the player handbook. In addition, I am in agreement with the medical release and authorization to photograph or videotape detailed below.

Parent/Legal Guardian Signature: _____ Date: _____

MEDICAL RELEASE:

I have adequate insurance to cover any injuries sustained by my child playing for the Berks-Mont Vipers. I consent to all emergency medical treatment as may be deemed appropriate under existing circumstances by medical personnel or personnel associated with the Berks-Mont Vipers. I do hereby waive, release, absolve, indemnify and agree to hold harmless the Berks-Mont Vipers, owners of facilities used, participants, and coaches for any and all claims arising out of injury to my son/daughter. I hereby authorize the Berks-Mont Vipers to facilitate transportation of my child to the nearest hospital or any other medical establishment for emergency treatment in case of injury during participation if parents are not available. I will assume any and all financial responsibility.

List any physical or medical conditions, drug and/or other allergies, the Vipers should be aware of regarding your son/daughter:

AUTHORIZATION TO PHOTOGRAPH OR VIDEOTAPE

I the parent/guardian give consent for my son/daughter to be photographed or videotaped by the Berks-Mont Vipers or any of its affiliates, and I also give permission for the finished photographs or videotapes to be used in the Vipers Corporation.

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PLAYER PARTICIPATION FORM

PLAYER INFORMATION:

PLAYER NAME		TEAM	
ADDRESS			
CITY/STATE/ZIP			
HOME PHONE		CELL PHONE	
DATE OF BIRTH		BIRTH CERT. #	
GRADE		SCHOOL	
EMAIL			

PARENT/LEGAL GUARDIAN INFORMATION:

FATHERS NAME		FATHERS CELL #	
FATHERS HOME #		FATHERS WORK #	
FATHERS EMAIL			
FATHERS ADDRESS			
MOTHERS NAME		MOTHERS CELL #	
MOTHERS HOME #		MOTHERS WORK#	
MOTHERS EMAIL			
MOTHERS ADDRESS			

INSURANCE INFORMATION

CONTRACT HOLDER		COMPANY	
POLICY #		GROUP ID #	

MEDICAL INFORMATION

DOCTOR		PHONE #	
DENTIST		PHONE #	
HOSPITAL			
EMERGENCY CONTACT		PHONE #	

UNIFORM INFORMATION ***

Yes/No		I will be using a previous year uniform that is in good condition.	Previous #
JERSEY SIZE *		SHORT SIZE **	
PRACTICE SHIRT SIZE *		SHOOTING SHIRT SIZE *	
UNIFORM NUMBER **	1 ST CHOICE	2 ND CHOICE	3 RD CHOICE

* Sizes are Mens and Womens S, M, L, XL, XXL & XXXL

** Sizes are Youth L, Youth XL/Womens S, Mens S/Womens M, Mens M/Womens L, Mens L/Womens XL, Mens XL/Womens XXL, Mens XXL/Womens XXXL & Mens XXXL

*** Returning players have first choice of uniform number

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COACH INFORMATION FORM

The following information will be used solely for official business of the Berks-Mont Viper Corporation. The information is needed to perform a Pennsylvania State Police Criminal Record Check (Act 34) and obtain AAU Registration.

TEAM

COACH (Head or Assistant)

FIRST NAME:	<hr/>	1,2
MIDDLE NAME:	<hr/>	1,2
LAST NAME:	<hr/>	1,2
SUFFIX:	<hr/>	2
MAIDEN NAME AND/OR ALIAS:	<hr/>	2
SOCIAL SECURITY NUMBER:	<hr/>	1,2
ADDRESS:	<hr/>	1
CITY:	<hr/>	1
STATE:	<hr/>	1
ZIP:	<hr/>	1
HOME PHONE:	<hr/>	1
WORK PHONE:	<hr/>	
CELL PHONE:	<hr/>	
EMAIL:	<hr/>	
DATE OF BIRTH:	<hr/>	1,2
GENDER (Male, Female):	<hr/>	1,2
RACE (American Indian, Asian, Black, Unknown, White)	<hr/>	2
SHIRT SIZE:	<hr/>	
SPOUSES NAME:	<hr/>	

My signature below acknowledges that I have read and do agree with the coaching staff responsibilities as set forth in the players handbook. In addition, I certify that: 1) I do have health & accident insurance, 2) I have never been convicted of any sex offense nor felony and, 3) the above information is correct in every material aspect, including but not limited to my address and birth date.

Signature

Date:
