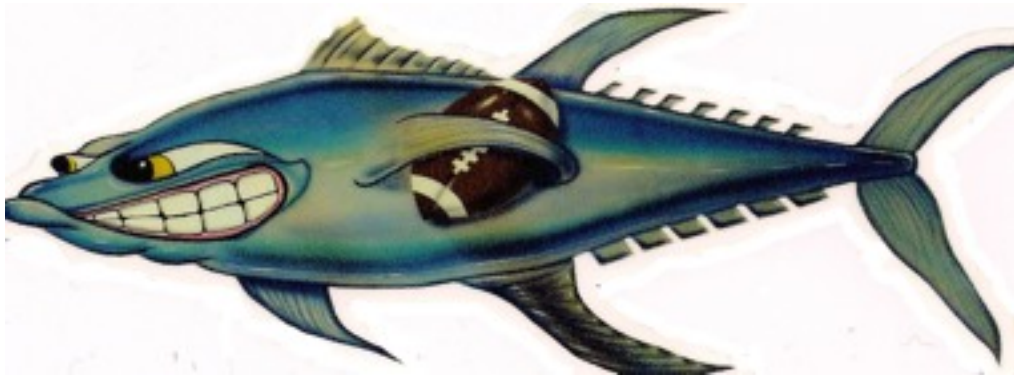


LOWER CAPE POP WARNER



FOOTBALL PARENT HANDBOOK 2011



MISSION

We emphasize the objectives of sportsmanship, scholarship, and physical fitness in a supervised environment to as many boys and girls from Yarmouth, Dennis, Harwich, Chatham, Brewster, Orleans, Eastham, Wellfleet, Truro and Provincetown as possible.

We encourage our volunteer coaches to win; however, not at all costs. Playing within the rules and having fun are the most important goals and provide a solid foundation for our young participants.

We seek to develop well-rounded men and women who learn not only the fundamentals of football and cheerleading, but also the importance of education. We are all proud of the fact that Pop Warner is the only youth sports group in the country that requires scholastic fitness.

Our goal is to ensure every athlete:

- has fun
- feels like an important part of the team regardless of performance
- learns life lessons that have value beyond the playing field
- learns the skills, tactics and strategies of the game and improves as a player
- is coached using the principles of positive coaching
- use our athletic program to stimulate academic achievement

LCPW is a 100% volunteer organization that develops positive values in our youth. We are committed to creating a positive culture in which coaches, parents, fans, officials, volunteers and athletes work together.

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**WELCOME TO LOWER CAPE POP WARNER
FOOTBALL & CHEER 2011 SEASON**

To all parents and guardians of children participating in this year's Pop Warner Football & Cheer season, we welcome you to another exciting campaign. Every year presents its own sets of rewards and challenges and if you are a family returning to Pop Warner then you already know this. If this is the first year of Pop Warner for your family then we would like to extend a special welcome to you as you are about to share a great experience with your child; one that is likely to generate a lifetime of memories.

More than welcoming you, we would also like to thank you for choosing to join our organization. Each parent and guardian volunteers their time throughout the season to accomplish our joint goal of providing an environment where children can learn and compete in football & cheerleading. For this we say thanks. We appreciate your time and efforts at all levels of support.

We are continuing to strive to provide our children with the best possible opportunities to succeed not only during the season but also throughout their childhood and their lives. Learning and understanding fundamental skills of teamwork, fairness, sportsmanship, commitment to one's self and one's team, and hard work will prepare a young person to continue, long after their final football season, to be successful and contribute to their families and communities. It is our mission to provide your child with these building blocks while giving each of them the chance to feel the fun and excitement of playing football or cheerleading.

We look forward to seeing every one of you this year and we look forward to a thrilling season for Lower Cape Pop Warner.

Lower Cape Pop Warner Board of Directors

This handbook is designed to answer your questions about the Lower Cape Pop Warner (LCPW) organization and to serve as a reference guide throughout the season. In Pop Warner, everyone participates. Our program is structured to benefit all players by establishing the following guidelines. We hope that you and your child have an exciting and positive experience with Lower Cape Pop Warner. Pop Warner youth football and cheer program is affiliated with the national youth football association known as Pop Warner Little Scholars, Inc. Currently, over 360,000 boys and girls participate nationwide. Lower Cape is one of 35 organizations associated with the Hockomock League, which is part of the New England Region. LCPW is a Division II Association. During the regular season, we will travel to our Away Games hosted by any of these Conference organizations:

Westwood	Foxboro	Plymouth
Norfolk	Sharon	Mashpee
N. Attleboro	King Philip	Hyde Park
Stoughton	Falmouth	Brockton
Canton	Sandwich	Hopkinton
Bellingham	Holliston	Norton
Franklin	Attleboro	Braintree
Wareham	Apponequet	Randolph
Bourne	Taunton	Easton
Dedham	Mansfield	Carver
Medway	Duxbury	S. Boston
Parkway		

CHILD PARTICIPATION

SEASON EXPECTATION

We expect your child to participate throughout the season. Please do not encourage your child to participate in more than one sport at a time. Sometimes sports overlap with practice and game schedules; and having a child miss any practice and/or game is unfair to the child and his/her teammates. All participants must have a signed and witnessed *Participant Contract & Parental Consent Form* on file before they can start the Pop Warner program.

SEASON DATES The season begins August 1st and may end as late as mid-December. The regular season is over at the end of October. **Please be aware of these dates when planning vacations and other family commitments.**

PRACTICES

The program begins on Tuesday, August 2st. Participants may not begin practice until all required documentation has been completed and received including a signed and witnessed *Participant Contract & Parental Consent Form*. Practice is 4 days (or a maximum of 10 hours) a week in August. After Labor Day, practice is reduced to at least 3 days a week for the rest of the season. Practice times range between 5pm to 8pm. All practices are determined by each Head Coach, and may change or increase depending

on the team's progress. There may be Saturday practices during the season. Breaks will be scheduled throughout practice, however, they do not count towards the required conditioning and practice hours. Practices are held at Nauset Regional Middle School in Orleans, MA.

CONDITIONING

All football and cheer participants need to complete a minimum of 10 hours of conditioning practice by the end of the first week of August. Football players cannot engage in full contact activity and cheerleaders cannot engage in stunts until the 10 hours of conditioning is completed. Conditioning must take place in the presence of the Coaches, not with a parent. Because of the conditioning required, youth football is the least injurious youth sport in the nation. Pop Warner football has 12% fewer injuries per capita among 5-15 year olds than organized soccer in the same age range (U.S. Consumer Product Safety Commission, NEISS).

GAMES

The first official game occurs the first weekend of September, Saturday or Sunday the 3rd or 4th. Parents are responsible to get their child to and from each game. There are nine (9) games in the regular season; The official game schedule for the season will not be released any sooner than Aug. 15th. There is a possibility that schedules change throughout the season. Home games are played at Nauset Regional Middle School.

A pre-season Jamboree Game is played Saturday August 20th in Bourne and another scrimmage on the 28th at which time we also hold a pep-rally and cookout. At the season's end, there are post-season games: Mitey-Mite Bowl Games and for Jr. PeeWee through Midget divisions there will be Play-Offs through Championships for Conference, Regional and National levels. If a team's win/loss record ranks high for the Conference, they will continue onto the post-season game schedule. There is an Entrance Fee for all spectators (adults and children over 12) at all pre- and post-season games, Home and Away; as well as all Cheer Competition Events.

Each Head Coach will have his or her own requirements for practices and participation in games, as well as abiding by Hockomock League and National Pop Warner guidelines and requirements. We encourage all families to be familiar with these guidelines and rules. If you would like to purchase a copy of the National Pop Warner Rules Book, please contact the association's secretary, Kristin Dash @ lowercapebluefins@msn.com .

MINIMUM PLAY RULE (MPR)

Each Football Player is required to participate in a minimum number of plays per game. The number of plays is determined upon the size of the team, the level of play and attendance at practice.

AGE AND WEIGHT CLASSIFICATIONS

Players and cheerleaders are divided into teams and squads based upon age and weight (football only). Sign-ups are done on a first-come first-serve policy. Your child's age on July 31st 2011 is their age for the 2011 Pop Warner season. Team assignments will not be made until after July 15th, 2011. After this date, Head Coaches will contact each family to advise team assignment and practice times and locations.

Tackle Football Divisions of Play:

Age/Weight Division	Age(s)	Certification Weight Range
MITEY-MITE (E Team)	7-8	45-90 lbs
(older/lighter)	9*	45-75lbs
JUNIORPEEWEE (D Team)	8-9-10	60-105 lbs
(older/lighter)	11*	60-85 lbs
PEEWEE (C Team)	9-10-11	75-120 lbs
(older/lighter)	12*	75-100 lbs
JUNIORMIDGET (B Team)	10-11-12	85-135 lbs
(older/lighter)	13*	85-115 lbs
MIDGET (A Team)	11-12-13-14	105-160 lbs
(older/lighter)	15*	105-140 lbs

*The provisions in specified divisions allow the so-called “older but lighter” player to also qualify. This makes competition safer and fairer for all involved.

A player may gain one (1) pound per week after the second game, up to a maximum of nine (9) pounds for the season. Each football player will be weighed at the beginning of each game. A player who exceeds the weight requirement will not be able to play in that day’s game.

There is no weight requirement for Cheerleaders.

EQUIPMENT

Equipment will be issued to each participant on an individual basis. As a parent of a participant in the organization, you agree to be responsible for any lost or damaged equipment. Football Equipment that is not turned in by the end of the season will be billed to you at \$320 for replacement. Please return cleaned equipment and bag on the designated day announced at the end of the season.

All gear/equipment provided by LCPW must be returned at the end of the season.

LCPW provides:

1 Practice Jersey

1 Game Jersey

1 Pair Pants for Practice

1 Pair Pants for Games

1 Helmet, with mask and chin strap

1 Pair of Shoulder Pads

1 Girdle

1 7 piece pad set

1 Mouthpiece (additional mouthpieces may be purchased at the equipment trailer for \$3ea. Mouthpieces must attach to helmet)

Each Player will provide:

Rubber soled cleats (No metal cleats are allowed)

Navy blue socks for game day

For males- jockstrap, cup or compression shorts

*All equipment, provided by LCPW must be returned by November 15th. Failure to do so will result in a charge for all missing equipment.

Uniform Care

DO NOT DRY CLEAN any athletic uniforms.

Before washing athletic products with printing, turn inside out for best result. This will prevent abuse to the vinyl lettering. A presoaking agent may be used to take stains out of garments

When laundering:

All athletic uniforms should be laundered in warm or cool water before wearing. Use only mild detergents. Do NOT use bleach. Use a high water level to hold down mechanical action. Do not overload the washing machine. Do not use fabric softener for any reason. (Will cause lettering separate from material) Remove garments IMMEDIATELY after washing to avoid color bleeding.

It is important to launder uniforms immediately after each wearing. Damp garments left in a pile will tend to fade due to chemical reactions with perspiration. If it is not possible to launder immediately after use, put uniforms (separate colors) in a container of water with a pre-soaking agent, such as Biz or Wisk, for a period not to exceed four hours before laundering.

When drying:

It is best to hang the uniform to drip dry. If a tumble dryer is used, use only the lowest temperature setting or "air only" setting.

Excessive heat will take the elasticity out of the silk-screened numbering process and cause cracking. Overheating causes peeling/breakdown of fiber in cloth, shrinkage, uneven shape of garments.

Returning Equipment

Equipment return dates will be scheduled at the end of the season, as each team's end of season will vary depending on playoff scenarios. Your Coaching staff will let you know the arrangements for equipment return as the season comes to an end.

Should the League not receive back the gear checked out for any player, the following costs will be invoiced directly to the parent/guardian of said player:

Helmet/Face Mask: \$100

Shoulder Pads: \$60

Game Jerseys \$40ea- \$80 total

Practice/Game Pants: \$25/ pair- Total \$50

7 piece pad set \$15

Practice Jersey- \$15

Uniform total \$320

PHYSICALS

Each participant (football and cheer) is required to have a physical examination before they can begin to practice. No one will be allowed to practice without a completed and physician signed Physical Fitness & Medical History Form dated after January 1st, 2011.

Participants will not be able to participate in the program if this form is not turned in to the organization by July 30, 2011.

REQUIRED DOCUMENTATIONS

The following documentation must be provided to complete registration:

Registration Form

Notarized copy of the participant's Birth Certificate (must have a raised seal); will be returned after Certification/Weigh-in on August 27, 2011

Participant Physical (Must be the original, signed by a physician- on Pop Warner's Form)

Full 2010/2011 Report Card

Full Payment (Scholarships are available)

All paperwork must be completed, submitted to LCPW by August 1, 2011. Any child without full paperwork and payment will lose his/her spot in the League.

COMMUNICATION

Email is the primary source of communication during the season. Parents are required to include an email address when registering their child and are encouraged to check their email often during the playing season. Cancellations and notices will be posted on our website www.lowercapebluefins.org or our Facebook page. If you do not have an email address please make a note of this and make arrangements with your team mom.

Registration Fees Cover:

- Pop Warner Association Fees (local Association, Conference, and National)
- Secondary Insurance
- Field Fees
- Use only of Uniform (Game and Practice), Association equipment (shoulder pads, all leg pads, girdle, helmet & belt)
- Trophy at end of year banquet

Fees do not cover the cost of:

- Molded cleats • Athletic supporter
- Optional equipment (Under Armour, arm pads, gloves, etc.)

Cheerleader's fees cover the cost of:

- Pop Warner Association Fees (local Association, Conference, and National)
- Secondary Insurance
- Field/gym Fees
- Use only of Association pom-poms
- Competition fees

Fees do not cover the cost of:

- Body suit (additional cost tbd)
- Shoes
- Optional accessories

MASTER WEIGH-IN DAY - AUGUST 27, 2011/PEP RALLY

A participant is not “officially” part of a team roster until they have completed all paperwork and are confirmed by Hockomock Pop Warner Officials on Certification Day, August 27, 2011. A child’s team assignment may change prior to Certification. Attendance at the weigh-in is a requirement for participation.

The day following the weigh-in, each team will have a scrimmage against another team. Following the day’s scrimmages, a pep rally is held with a cook-out. Each participant is expected to bring an item for the cookout.

INSURANCE

Pop Warner Little Scholars provides a secondary insurance in the event of a medical emergency. This insurance is SECONDARY to any other insurance you carry. LCPW will have any forms if you need them.

SCHOLASTICS

The organization is designed to help encourage children to be excellent scholar-athletes. The Scholastic Program of Pop Warner is the most important requirement to play or cheer for the Association. Failure to complete this two-step process may mean your child is dropped from our program. All football players and cheerleaders are required to submit a photocopy of their entire report card for the 2010- 2011 school year before they can begin the program. Proof of satisfactory progress in school is required. The National Pop Warner Scholastic Requirement of a 2.0 GPA, 70% or the equivalent is the minimum grade to participate. If a child falls below the minimum grade, a 2010 Scholastic Eligibility Form must be approved and signed by the child’s school administrator and returned to the Association. Please contact the association’s Secretary by email at lowercapebluefins@msn.com if you require additional information. For participants that certify with a Scholastic Eligibility Form must complete one satisfactory progress report between Sept. 15 through Oct. 15, 2011 in order to remain eligible in the program.

At the end of the season, Scholastic Awards are given in recognition for scholastic excellence at Conference, Regional, and National level. Participants in grade 5 (with a 4th grade report card) and higher with a 96% or better Grade Point Average from the previous school year are eligible for the All-American Team. All scholastic awards are highly coveted and prestigious recognitions.

DROPPING A PLAYER OR CHEERLEADER

To drop a Player or a Cheerleader from the program, you must send a letter to LCPW P.O. Box 415 South Harwich, MA 02661 advising the Association your child is dropping from the program. Drops from the program as stated in the National Rule Book:

ARTICLE 8: MANDATORY CUTS

Any participant must be cut who: S1: is found to have signed up as a result of parental pressure or tells team management he/she does not really want to play/cheer. S2: refuses or cannot furnish the 4 required items-Parental Consent, Medical Examination, Proof of Age, and Scholastic Fitness. S3: is found to be simultaneously trying out for a school tackle football team, or who, once the season starts, is found to be participating on a school tackle football team or cheer squad. However, participation in a

school flag football program, if required by the curriculum of the school PE program, or participation in non-Pop Warner cheerleader tryouts only, during the Pop Warner season, is allowed.

a. A try-out for a school team resulting in a cut before the school team plays a game is not deemed as participation.

b. "Participation" for this rule means being a registered participant. Even if a participant "sits the bench" it is deemed as participation, WITHOUT EXCEPTION. Such a finding will render the participant ineligible for the current season. S4: is a member of any other organized Pop Warner football/spirit team/squad or non-Pop Warner football/spirit team/squad. S5: attempts to intimidate fellow participants in practice by word and/or physical deed. No refunding of fees shall be required. S6: is an extreme discipline problem (and then, only with the concurrence of the Association). S7: All cuts are subject to review and reversal upon appeal, and require the approval of an Association Officer or the appropriate Commissioner. A Deputy Commissioner will always investigate an appeal to determine if a cut was utilized to "weed" marginally skilled players from their rosters. A Head Coach may be subject to disciplinary action by the Association if a mandatory cut is improperly used.

ARTICLE 9: VOLUNTARY CUTS

A participant shall be considered a voluntary or "self-cut" participant when he/she simply no longer shows up at practices or games of his/her own free will.

REFUND POLICY

The Participation Fee is partially refundable until the second week of practice.

PARENT PARTICIPATION

FUNDRAISING AGREEMENT

LCPW is a nonprofit 501c (3) organization run entirely by volunteers. We rely on the generous donations of local business as well as the strong support during our fundraising events. LCPW host only a few fundraising events: Pancake Breakfast, Car Washes, and our Patriots Ticket Raffle. **Each child is expected to solicit 10 raffle tickets @\$10ea.**- (grand prize is 4 tickets to a Patriots game with seats on the 5 yard line 15 rows from the field, first prize will be a family fun pack consisting of gift certificates to local restaurants and services in the area, second prize is a one night stay at the Cape Codder and third prize is a round of golf for four with cart at Cranberry Valley Golf Course).

VOLUNTEERING

LCPW is run entirely by volunteers. Without volunteers we would not exist, that is why it is vital to have parent participation. **All parents or guardians are required to participate a minimum of 4 hours with a maximum of 6 hours per family.** One mandatory shift at a home game or our pep rally will make up 1.5 hours, with one shift per child. (ex. if you have 3 children, each child is responsible for 10 raffle tickets each, one home game volunteer shift per child= 4.5 hours, you are expected to volunteer for 1.5 hours to make up your 6 hour total)

All positions are scheduled to work during your child's game with the exception of snack shack. The schedule for the Snack Shack workers begins one hour prior to their child's game and ends at the beginning of their child's game. If you are on the first snack shack shift of the day you would report one hour prior to your child's game time. The last shift of the day would stay until all clean up is done. Please be on time so that the shift you are relieving is able to watch their child's game.

TEAM NEEDS

Each team has different needs. Some of the volunteer positions include Assistant Coaches, Team Managers, Scholastic Assistants, Team Parents and Equipment Assistants. Without them, a team couldn't even step foot on the field. Please remember some teams may need more assistance. Please contact the Head Coach or any Board Member if you are interested in volunteering for a team.

Below is a list of positions that need to be filled for each of our Home Games:

Field Set-up/ Break Down

Make sure field is lined on day before game.

Game Day- place down markers on field, pads on goal posts, rope off bench area, place trash cans around field.

Provide Ice

Two to three large coolers of ice are needed per game day. It is necessary to have the ice there as soon as set-up begins (approx 8:00am).

Pick Up or Return Dunkin Donuts Donation

Dunkin Donuts provides coffee, hot chocolate, donuts and muffins for every home game. Donation must be picked up from Dunkin Donuts in Orleans (in Staples Plaza) at 8:00 for snack shack set-up. Empty containers must be returned at end of day.

Announcer

Individual must be comfortable speaking to the crowd with a microphone and should have strong football knowledge with the ability to read referee signals.

Chain Gang

Three people are needed to hold the chain and field marker on the opposing sideline. They move chains when instructed by the referee.

MPR (Mandatory Play Rule)

Two people need to coordinate with Head Coaches of both teams to ensure all players receive their minimum play participation. Each football participant must play a minimum amount of plays; the number of plays is dependant upon the size of the team.

Snack Shack

There are many duties in the snack shack, from barbecuing, dishes, food preparation, donation of prepared food items (chili, brownies, chowder, etc) clean-up, and contact with the public.

EMT

One (1) person – Must be doctor, nurse(trained for head trauma), trained EMT or fire personnel with first-aid / CPR certification. Duty consists of standing on home sideline during home games and assessing any injury that may occur to players on either team.

Score Keeper

One person is responsible to run the scoreboard and time clock and should have strong football knowledge with the ability to read referee signals.

Typical Home Game Day

4 games are played @ 9:00am, 10:30am, 12:00pm & 1:30pm

Players need to be at the field at least one hour prior to game time to allow for warm-up and weigh-in. If a player misses weigh-in they are in-eligible to play in the game.

Home game- blue game jersey

Away game- white game jersey

always bring both jerseys with you and be sure you have all of your gear!!!

(Duffle bags embroidered with you child's name and number are available for \$30- they will hold all of their gear very nicely)

7:30am- Field Set-up Begins-

Unlock Porta-potties

Set-up down markers on field

Put pads on goal posts

Turn Scoreboard on

Set-up snack bar-put drinks on ice, set up retail area inside- candy, chips, granola bars, etc

Food prep area outside-set up grills,tables, Dunkin donuts coffee, hot chocolate, muffins, donuts, as well as donated food

9:00am- First game of day begins

10:30am- grills turned on, burgers and hot dogs start cooking- by 11:00am people begin to look for lunch

1:30pm- last game of day begins- grills shut down at halftime of game, clean-up begins

Breakdown food prep-area; consolidate non-perishible items, empty trash cans into dumpster, empty coolers, put tables away

Breakdown field- remove goal post pads, pick up down markers on field, turn scoreboard off, put controller away, empty all trash cans, lock porta-potties, return coffee & hot chocolate containers to Dunkin Donuts

Other Volunteer Opportunities

There are many other “behind the scenes” needs to run this program. Other opportunities to fulfill your 4 hour requirement include:

Car washes- 4 car washes are scheduled in the pre-season

Paperwork Night- help to collect paperwork, size participants for equipment/uniforms

Equipment Handout- during the first two weeks of practice, equipment and uniforms are issued at different intervals. Help is needed during the first hour of every practice for the first two to three weeks.

Program Book- sell ad space or well wisher ads for our yearly program book.

Scholastics Assistant- report cards must be “graded”- Pop Warner has a specific chart to determine each participant’s GPA.

Team Parent(1 per team)- team parents work closely with the head coach. Duties include keeping parents informed of current events, collecting paperwork, handing out flyers, making sure game day volunteers are in place,

Equipment Manager(1 per team)- help coaches with equipment needs for their team- adjust helmets, shoulder pads, replace or tighten parts, etc.

Donations- solicit donations prizes for raffles

Sport Parent Code of Conduct

On September 23, 2000, more than thirty heads of Massachusetts chapters of national sports and medical associations, educational associations and professional associations met at Children's Hospital to participate in a consensus meeting to develop a sport parent code of conduct for the state. The meeting was convened by the Massachusetts Governor's Committee on Physical Fitness and Sports by the National Youth Sports Safety Foundation, Inc.

Preamble

The essential elements of character-building and ethics in sports are embodied in the concept of sportsmanship and six core principles: trustworthiness, respect, responsibility, fairness, caring and good citizenship. The highest potential of sports is achieved when competition reflects these "six pillars of character."

I therefore agree:

I will not force my child to participate in sports.

I will remember that children participate to have fun and that the game is for youths, not adults.

I will inform the coach of any physical disability or ailment that may affect the safety of my child or the safety of others.

I will learn the rules of the game and the policies of the league.

I (and my guests) will be a positive role model for my child and encourage sportsmanship by showing respect and courtesy and by demonstrating positive support for all players, coaches, officials and spectators at every game, practice or other sporting event.

I (and my guests) will not engage in any kind of unsportsmanlike conduct with any official, coach, player or parent such as booing and taunting, refusing to shake hands or using profane language or gestures.

I will not encourage any behaviors or practices that would endanger the health and well-being of the athletes.

I will teach my child to play by the rules and to resolve conflicts without resorting to hostility or violence.

I will demand that my child treat other players, coaches, officials, and spectators with respect regardless of race, creed, color, sex or ability.

I will teach my child that doing one's best is more important than winning, so that my child will never feel defeated by the outcome of a game or his/her performance.

I will praise my child for competing fairly and for trying hard, and make my child feel like a winner every time.

I will never ridicule or yell at my child or other participant for making a mistake or losing a competition.

I will emphasize skill development and practice how they benefit my child over winning. I will also de-emphasize games and competition in the lower age groups.

I will promote the emotional and physical well-being of the athletes ahead of any personal desire I may have for my child to win.

I will respect the officials and their authority during games and will never question, discuss or confront coaches at the game or field, and will take time to speak with coaches at an agreed upon time and place.

I will demand a sports environment for my child that is free from drugs, tobacco, and alcohol and I will refrain from their use at all sports events.

I will refrain from coaching my child or other players during games and practices, unless I am one of the official coaches of the team.

References

The Sport Parent Code of Conduct has been compiled from the following national organizations and local youth sports league Parent Code of Conduct:

1. Arizona Sports Summit Accord
2. Character Counts
3. Heartland Soccer Club
4. Kidsports
5. Mt. Laurel Soccer Club
6. National Alliance for Youth Sports
7. National High School Athletic Coaches Association
8. Pop Warner
9. Rosemount Area Athletic Association
10. USA Hockey

DISCIPLINARY ACTION

Immediate ejection from game for the first offense
One Week suspension from team activities including game for second offense
Suspension from the remainder of season for third offense
Complete ban from organization for up to three (3) years on fourth offense

Lower Cape Pop Warner “Zero Tolerance Policy”

LCPW will not tolerate fighting, profanity, intimidation, or disrespect for authority. Any of these actions will result in the following:

LCPW has a disciplinary board that reviews all complaints against players, cheerleaders, coaches, volunteers, and parents. Note that all complaints must be in writing and addressed to the rules committee. They will not review any complaint unless it has been received in writing. Your letter of complaint must include all details of the incident including date, time, location, and persons involved. All complaints will be addressed within 72 hours of receipt of letter. The Board will act on all complaints and will respond, in writing, with the results of the board’s review. We need your support in this matter in order to make this program work for the kids. Also, LCPW holds the right to refuse service to any parent or child, based on problems with them in the previous season.

ANTI-BULLYING/HAZING POLICY:

We are committed to providing a caring, friendly and safe environment for all of our members so they can participate in football and cheering in a relaxed and secure atmosphere. Bullying or hazing of any kind is unacceptable in our organization. If bullying or hazing does occur, all members or parents should be able to tell and know that the incidents will be dealt with promptly and effectively. We are a TELLING organization. This means that anyone who knows that bullying or hazing is happening is expected to tell any coach or board member immediately. This organization has a zero tolerance for bullying or hazing of any kind. This policy applies to all practices, games and Lower Cape Bluefins sponsored events

What is Bullying/Hazing

Bullying is the use of aggression with the intention of hurting another person. Hazing is to subject newcomers or younger players or cheerleaders to abusive or humiliating tricks and ridicule. Bullying or hazing results in pain and distress to the victim and creates a hostile environment.

Bullying/hazing can be:

Emotional - Ex. being unfriendly, excluding, sending hurtful text messages, tormenting – i.e. hiding equipment, water bottles, threatening gestures, humiliating tricks, ridicule.

Physical – Ex. pushing, kicking, hitting, punching or any use of violence.

Racist – Ex. racial taunts, graffiti, gestures.

Sexual – Ex. unwanted physical contact or sexually abusive comments.

Homophobic – Ex. because of or focusing on the issue of sexuality.

Verbal – Ex. name-calling, sarcasm, spreading rumors, teasing.

Bullying and hazing hurts and no one deserves to be a victim of such acts. Everybody has the right to be treated with respect. Individuals who are bullying need to learn different ways of behaving.

This organization has a responsibility to respond promptly and effectively to issues of bullying or hazing.

Procedures:

Players, cheerleaders or parents should report bullying to their Head Coach, Wellness Director or any Board Member they feel comfortable speaking with immediately.

In the cases of serious bullying/hazing incidents, if necessary and appropriate, the police will be consulted.

Parents should be informed and will be asked to come to a meeting to discuss the problem. Minutes should be taken for clarity. The meeting will consist of: Head Coach and Wellness Director. The bullying/hazing behavior or threats of bullying must be investigated and the bullying stopped quickly. An attempt will be made to help the bully (bullies) change their behavior.

Actions:

If a bullying or hazing incident consists of inappropriate physical violence against another player or cheerleader, the police will be consulted and the perpetrator will be let go on the spot from our organization. All equipment belonging to the organization will be retrieved immediately.

First Offense: If offense is not violent in nature, possible reconciliation by getting parties together and talking. It may be that a genuine apology solves the problem.

Second Offense: If a second offense occurs a small panel (made up of the Executive Board- President, Vice President and Cheer Coordinator) will meet with the parent and child alleging bullying to get details of the allegation. Minutes should be taken for clarity. The same panel, parent and child alleging bullying should meet with the alleged bully and parents to discuss the incident. If it is determined that bullying has occurred, the individual should be warned and put on notice of further action in accordance with the disciplinary policy possibly including but not limited to temporary or permanent suspension if the bullying or hazing continues.

Third Offense: If a third offense occurs and after meetings as stated for “Second Offense” have occurred and it is determined that bullying has again occurred, the perpetrator will be let go and all equipment will be collected.

Prevention:

All parents, players and cheerleaders will have the anti-bullying/hazing policy reviewed with them annually. Both parents, players and cheerleaders will be required to sign and accept the policy acknowledging that they fully understand the policy and its consequences.

Our organization will raise awareness about bullying and hazing and why it matters. If issues of bullying or hazing arise in this organization, the board and coaches will consider meeting with members to discuss the issue openly and constructively.

BOARD MEMBERS AND DIRECTORS

Questions regarding the organization can be directed to any board member.

PRESIDENT	John Dash
VICE PRESIDENT	Joe Sandoval
CHEER COORDINATOR	Mia Caolo
SECRETARY	Kristin Dash
TREASURER	Jon Santoni
FUNDRAISING COORDINATOR	Nicole Angelo
FOOTBALL ATHLETIC DIRECTOR	Robert Goode
ASSISTANT CHEER COORDINATOR	Bethany Valine
EQUIPMENT MANAGERS	Bobby Joy & Guy Medaglia
WELLNESS COORDINATOR	Margaret Newton

Our organization strives to make football and cheer a pleasant learning experience for each child. For us to reach this goal, the cooperation, participation and support of everyone is needed. We would like you to recognize two very important guidelines.

1. Remember who the participants are. They are children, not professionals. Please encourage them by applauding good plays and cheers. Above all, encourage everyone's good sportsmanship. Let's make this a positive and fun experience for all involved. WIN OR LOSE.

2. Please appreciate the efforts of parents and other volunteer personnel. The Board members are not paid by LCPW, they too, are volunteers. Remember that without the volunteers, the Lower Cape would not have a Pop Warner organization.

BOARD MEETINGS

A great way to learn about what is happening in our organization is to attend the monthly Board Meetings. Volunteer hours can be fulfilled by participating in an Association committee or special project as assigned from the LCPW Board Meetings. We are always in need of more people to help run this large organization. Board Meetings are scheduled on the first Thursday of the month 7pm at the Harwich Community Center, unless otherwise announced.

