



# **Winston-Salem Club Team Policies & Procedures Handbook**

**Skills for Basketball - Skills for Life - Skills for Success  
Pro Skills Basketball (PSB)**

2020 PSB Winston-Salem Club Teams Policies & Procedures Handbook - Version 4.0  
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The following outlines the policies and procedures by which Pro Skills Basketball, LLC and its club team branch, PSB, will operate. It is intended to provide a resource for parents, players, and coaches to reference throughout the season.

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# 1.0 Club Overview

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## 1.1 Introduction and Welcome

Thank you for your interest in Pro Skills Basketball (PSB) club teams. We understand that you have several options when choosing a club team, and we look forward to you joining our PSB family. We hope that our unparalleled experience and expertise will help guide you through the world of competitive youth basketball.

The following document is intended to outline the club policies and procedures by which PSB and its coaching staff will operate. It is intended to be a resource for players, parents, and coaches to reference throughout the season. Please read and understand each section as all players, parents, and coaches will be required to sign consent to these policies and procedures for the current season.

## 1.2 History

Pro Skills Basketball, LLC was founded in 2009 by Logan Kosmalski and Brendan Winters and started as a week-long summer basketball camp. Since then, PSB has expanded to include training, clinics, camps, club teams, and team events around the country.

PSB club teams were started in the spring of 2012 as the competitive club team branch of Pro Skills Basketball and began with 5 boys teams based in Charlotte, NC. In 2013, our first “graduating class” of 17U players included 3 D1 level college players while all the others went on to play at the D2, D3, and junior college levels. PSB Winston-Salem was established in 2018 and offers camps, clinics, as well as boys 3rd-11th grade teams. In the last few years PSB has helped over 80 players move on to continue their basketball careers at the college level.

## 1.3 Mission, Vision, Values

The official mission of PSB is to create a culture that fosters the tenacious pursuit of self improvement on and off the court.

Within this mission, the purpose of PSB club teams is to provide a comprehensive player development model that prepares players for the next level of their basketball careers while simultaneously teaching them life lessons that will lead to success in anything they do. Moreover, our club teams hope to help change the win-at-all-costs, negative youth basketball environment to a healthier, more positive environment through a focus on teaching, coaching, and learning.

Our values are represented in our F.O.C.U.S. acronym of “life-lessons” that we strive to teach our players in practices and games. F.O.C.U.S. stands for fun, overcome, compete, unity, and sacrifice.

## 1.5 Locations

PSB club teams are located in the central Winston-Salem. We will also have teams in the Asheboro area. While putting a focus on practice facilities centrally located in Winston-Salem, our teams practice in various school and rec. center gyms throughout the area.

## 1.6 Methods of Communication

**Email:** [admin@proskillsbasketball.com](mailto:admin@proskillsbasketball.com) - for general & logistical questions & info

[joe@proskillsbasketball.com](mailto:joe@proskillsbasketball.com) - for teams questions & info

[jblackburn@proskillsbasketball.com](mailto:jblackburn@proskillsbasketball.com) - for teams questions & info

**Phone:** 336-701-6820

**Mail:** 10610 Metromont PKWY, Charlotte, NC, 28269

**Website:** [PSB Winston-Salem](http://PSB Winston-Salem)

**Instagram:** [@proskillswinstonsalem](https://www.instagram.com/proskillswinstonsalem)

**Facebook:** [www.facebook.com/ProSkillsBasketball](https://www.facebook.com/ProSkillsBasketball)

## 2.0 Club Philosophy

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PSB firmly believes that competitive basketball teaches kids many life lessons that will lead to success in anything they do, on or off the court. We are not a cut throat club nor are we a recreational club. If there is a middle ground between these two extremes, we try to lie somewhere in between the two, and this is our philosophy.

## 2.1 We Are Not Cut-Throat

We are not a so called “cut-throat”, win-at-all-costs club that simply tries to recruit the most “talented” players possible and then roll the ball out and expect our players to “out-talent” the other team. We do not travel around the country chasing national championships for the sake of ego. We travel when necessary for recruiting purposes for our high school teams or as a fun end of the season tournament for our middle school teams.

## 2.2 We Are Not Recreational

PSB is not a recreational, equal-play, trophy-for-all-participants club that does not care about winning and losing. Our teams compete and play to win. Teams are limited to 10 players and all players will get an opportunity to play in games, but the coach will determine the amount of playing time by those players that give the team the best chance to compete and/or win. Players will not simply be given playing time; they must earn it in practice and games.

## 2.3 Coaching

Hiring high quality coaches to teach our players the game is perhaps the core foundation of PSB. PSB directors have been taught and influenced by some of the world’s top coaches and want to pass along that knowledge to PSB club players. Our coaches are screened and interviewed before being hired and our directors oversee and critique their performance. PSB requires that our coaches be experienced, knowledgeable, positive yet demanding, passionate, thoughtful, prepared, able to communicate, and most of all willing and able to teach.

## 2.4 Winning vs. Success

“While society often perceives winning as the most prized outcome of sport, a single focus on winning by the coach can subordinate every other worthy outcome of an athlete’s participation in sports. There is nothing wrong with wanting to win, and [PSB] prepares, trains, and expects to win. Given the choice, all teams would choose to win, but not at all costs. There is a difference between being focused and being obsessed. The means of developing a team is more important than the win-loss record. Winning is not the only important outcome for [PSB].

[PSB] teaches that the opportunity for success is available to everyone. Focusing on such traits as commitment, hard work and determination, rather than solely on the competition outcome promotes player growth. Each player performs a unique team role equally critical to overall team success. Focus on success, rather than the score, nurtures the student and ultimately leads to winning.”<sup>1</sup>

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<sup>1</sup> Lake Norman Volleyball Club “Policies and Procedures Handbook”

To PSB, success is our players learning and implementing the values in our acronym **F.O.C.U.S.**, which we constantly seek to emphasize in practices and games, and will continue to provide value long after their basketball careers are over.

**Fun** - This is first for a reason! Basketball is a GAME. It is meant to fun. Often times competitive youth basketball can suck the fun out of the game whether due to pressure, parents, coaches, etc. Our goal is to always make sure that the game remains fun. This is not to say that there won't be some "tough" times (see the "O" below), but overall, playing youth basketball should be fun!

**Overcome** - The ability to overcome obstacles and not give up when a challenge presents itself is an extremely difficult trait to master. In youth basketball, obstacles arise in different forms like a simple turnover or missed shot, losing, bad refs, lack of playing time, etc. We teach our players to focus on the things they can control, like their attitude and effort, instead of focusing on the challenges that they cannot control.

**Compete** - Learning to compete and work/fight for what you want, instead of expecting to be given it, is a major challenge facing youth today. Our players must be tough and aggressive in order to earn playing time and win games. For an outstanding, short overview of toughness on the basketball court, please refer to Jay Bilas' "Toughness" [article](#).

**Unity** - A two-pronged value, including coachability and teamwork, unity goes a long on the court and off. Coachability means learning how to take correction from the coach as well as remain humble after praise. Teamwork means working with others to achieve a common goal. Players must learn to work well with all of their teammates in order to win games. Great teams have players that accept and thrive in their roles. A player's performance is not determined by how many points they score.

**Sacrifice** - The good old-fashioned value of hard work can never be underestimated. Rarely do good things come without a lot of hard work. Players must learn that in order to achieve their goals and dreams, they will be required to make short-term sacrifices for long-term success.



## 3.0 Membership Process

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PSB is open to any intermediate or advanced level players who wish to play. Teams are separated by gender, age/grade rules, location, and skill level to create the best possible experience for our players. Please note that team formation is affected by tryout numbers, player skill, gym availability, and coaching talent. PSB reserves the right to modify its team offerings at any time.

### 3.1 Team Divisions

PSB expects to field 1-2 teams per grade for boys Winston Salem. If there are enough players at tryouts to create multiple teams in a single grade and location, the teams will typically be created according to skill level. We believe this gives players of different skill levels the opportunity to maximize their practicing and playing time, and thus, their improvement.

### 3.2 Tryouts

The tryouts for our teams will be held in February/March. If a player makes and accepts the spot on the team, he is committing to the Comprehensive Team Membership (March - October). The membership includes the spring/summer season and the fall season.

#### 3.2.1 Overview

Tryout information will be posted to our website and all relevant published materials annually by February 1st for the 2019 seasons (March - October). The tryouts will consist of two sessions per division, grade, and location. Attendance at one tryout session is required to be eligible for selection. PSB will run a fast-paced tryout of drills and scrimmaging in order to maximize the opportunity for players to display their skills.

#### 3.2.2 Registration Process

Registration is available online through our website annually by December 5th. The tryout fee of \$20 per player can be paid online before the early bird rate expiration date. **Players that register for tryouts after the early bird rate expiration date will pay \$30.** Players are entitled to a full refund (minus a \$5 processing fee) up to 1 week before tryouts starts. Within one week of tryouts, a credit for all fees paid will be issued and valid for 1 year. Credits can only be transferred to a family member. No cash refunds will be issued within one week of tryouts. Players should register according to their **current grade**, gender, and location.

#### 3.2.3 Tryout Process

Arrive 15-20 minutes prior to the scheduled tryout time. Please note that **ALL tryouts are closed to spectators**, however, PSB will hold a parent meeting for 10-15 minutes immediately after the tryout commences. After the meeting, parents are expected to clear the gym. Tryouts will begin with a brief introduction and explanation followed by

warm ups. After, our coaches will put the players through various drills and then divide them up into teams for scrimmaging. PSB evaluates players on many skills throughout the process including fundamentals such as shooting and ball handling as well as intangibles such as effort, IQ, attitude, etc. It is strongly encouraged that players attend both tryout sessions in order to highlight their overall ability.

### 3.2.4 Parent Expectations

Parents are solely responsible to ensure their child is properly registered and outfitted for tryouts. This includes accurate contact information, waivers, and tryout fee. Failure to do so may hamper your athlete's ability to make a team. General club information handouts concerning practice locations and times, tournaments, player fees, etc. will be provided before and at tryouts along with a brief parent meeting. If a parent has any questions regarding the coaching staff, practice/tournament schedule, player fees, or the Club in general, please send an email prior to tryouts or ask at the parent meeting. **Again, ALL tryouts are closed to spectators.** Please arrange transportation accordingly.

### 3.2.5 Team Membership Program Details

<b>PSB Comprehensive Team Membership</b>		
<b>SEASON + OFFERINGS</b>	<b>ES/MS PLAYERS</b>	<b>HS PLAYERS</b>
<b>SPRING</b>	✓	✓
Team Practices	✓	✓
Team Games	✓	✓
College Recruiting		✓
F.O.C.U.S Life Skills	✓	✓
<b>SUMMER</b>	✓	✓
Team Practices	✓	✓
Team Games	✓	✓
Summer Camps	✓	
College Recruiting		✓
F.O.C.U.S Life Skills	✓	✓
<b>FALL</b>	✓	✓
Pre-Season Workouts	✓	✓
Team Games	✓	★
Clinics	✓	
College Recruiting		✓
F.O.C.U.S Life Skills	✓	✓

★ City-specific depending on the availability and quality of game options. If no league or tournaments are entered then a replacement option will be offered.

\*\* 8-month payment plans available for parents convenience

## 3.3 Team Selection

### 3.3.1 Notification Process

**PSB will send out an initial email to all tryout participants within 48 hours after the final tryout session. If you do not receive an email, please check your spam folder. If not there, please email [winstontryouts@proskillsbasketball.com](mailto:winstontryouts@proskillsbasketball.com).** This email will contain the basic details about the team, including selected roster, “practice players”, “alternates”, coach, practice time/location, etc.

Selected players will be given 24 hours to confirm or decline their roster spot, however it is our expectation that if a player makes a team, that player be ready to accept their spot

immediately. When accepting the spot, he is committing to the entire length of the comprehensive program (March - October). The PSB Comprehensive Program membership includes the spring/summer season and the fall/winter season. If PSB does not receive an email back from a selected player within the 24 hour period, we will attempt to reach that player by phone. However, if PSB still cannot reach that player within a reasonable time frame, that player's spot will be forfeited and given to a practice player. PSB is not responsible for chasing down selected players.

It will be stressed to players and parents at tryouts that PSB will communicate the roster with them through the email they used to sign up and to be vigilant in checking it in the 48 hours after the final tryout session.

### 3.3.2 Practice Players / Alternates

Practice players are kids that were very close to making the team, so are invited to only practice with the team in order to improve their skills, but will not play in games. The practice player membership fee is ½ the team membership investment.

**Alternates** have the first opportunity to become practice players.

### 3.3.3 Acceptance

**It is PSB's expectation that all players at tryouts will accept their roster spot on any team should one be offered to them. If at any time during the tryout period, a player does not wish to be considered for a team, please let PSB know immediately.**

Once all players have accepted their roster spot, a more detailed email will be sent out with all team information, such as registration instructions, team gear, etc. Players/parents will then be given 72 hours to agree, understand, and acknowledge our "Policies and Procedures Handbook" and purchase their team membership as well as their team gear from the webstore. Failure to do any of the above may result in the forfeiture of that player's spot on the team.

**During the membership purchase process, once parents of players acknowledge that they've read and understand our "Policies and Procedures Handbook" and purchase the membership, a player's acceptance is final and that player is responsible for payment of the *entire* seasons dues regardless of whether they choose to pay in installments or in full.**

**There will be NO refunds or "stop payments" given for any reason, except those situations covered in our injury policy (see section 4.3.1).**

## 4.0 Financial Investment

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### 4.1 Description of Investment

PSB recognizes that competitive basketball is an investment in your athlete's development, on and off the court. Each year, PSB players become better basketball players and people, and many of our graduates go on to play at the collegiate and professional level. We are the best at what we do, and we have chosen to do this for a living, so no decision, including player dues, is taken lightly and without much consideration.

**The total comprehensive membership investment in PSB Winston-Salem club teams is \$1,280 which can be broken up into 8 monthly installments of \$160. The gear package cost is approximately \$185.00 and will be purchased up front. Both new and returning players will need to purchase a gear package. Need-based financial aid and a sibling discount is available to those who qualify (see section 4.3 and 4.4 below).**

### 4.2 Method of Investment

PSB offers 2 investment options to accommodate families. **Parents are responsible for the full season's dues regardless of which option they choose.** This must be set up within 72 hours of a player's acceptance of their spot on a team. All membership investments are made through our secure online registration software, LeagueApps. **Cash and check are not accepted.**

#### 4.2.1 Option #1: Entire Balance Upfront

Pay the entire season's \$1,280 investment upfront and receive 5% back in site credit for future training, clinics or camps. The gear package will also need to be purchased up front through a separate webstore.

For this option the investment is the full membership (\$1,280) + the new player gear package cost (approximately \$185.00) for a total of \$1,465. Returning players will be required to purchase a "returning" player gear package. Again, you will receive a 5% credit on the full membership in the amount of \$64.00 that can be used towards future PSB training, clinics, or camps.

#### 4.2.2 Option #2: Investment Plan/Installments

Parents may choose to have their membership balance broken up into 8 smaller installments of \$160 to be auto-drafted each month on either 1st or the 15th. Please note, these monthly installments do not necessarily reflect the amount of basketball activities for each month, but are rather a lower, consistent investment option averaged out monthly for the convenience of our parents.

For this option, the investments are as follows:

- March (\$345) = 1st installment (\$160) + the (new or returning) gear package (approximately \$185)
- April (\$320) = 2nd installment (\$160) + last installment (\$160)
- May (\$160) = 3rd installment
- June (\$160) = 4th installment
- July (\$160) = 5th installment
- August (\$160) = 6th installment
- September (\$160) = 7th installment
- October (\$0) = This installment was prepaid during 2nd month

### 4.3 Financial Aid

PSB has a limited amount of aid available. PSB bases our financial aid model off the public school “free/reduced price lunch” program. Players that qualify for the free school lunch program are eligible for a 75% discount on club dues. Those players that qualify for the reduced price school lunch program are eligible for a 50% discount on club dues.

To apply, players must turn in their official school lunch letter showing they qualify for either the free or reduced price lunch program as well as fill out the application on our website [here](#). If a player attends a school that does not provide lunch, provides free lunch to the entire school, or is homeschooled, please fill out the application and we will be in touch with further instructions and requests for information. **All application materials must be turned in to PSB before tryouts.**

### 4.4 Sibling Discount

For those families with multiple children playing, PSB has set up a 10% sibling discount to reduce the cost of each child after the first. Please email [admin@proskillsbasketball.com](mailto:admin@proskillsbasketball.com) for the discount code.

### 4.5 Late Policy

Accounts are considered late one week after the installment is due and will be charged an additional \$25 late fee. Players with an outstanding balance will not be allowed to practice or compete until paid in full. Special arrangements will need to be approved by a director.

### 4.6 Refund Policy

**PSB has a strict no refund policy. Why? We make a large investment into our coaches, teams, and players up front, and we budget and pre-pay for many of our team expenses on the front end.**

**During the membership purchase process, once parents of players acknowledge that they’ve read and understand our “Policies and Procedures Handbook” and purchase the membership, a player’s acceptance is final and that player is responsible for payment of the *entire* seasons dues regardless of whether they choose to pay in installments or in full.**

**There will be NO refunds or “stop payments” given for any reason, except those situations covered in our injury policy below.**

#### 4.6.1 Injury Policy

If a player gets injured and is supposed to be out 6 weeks or longer, said player can provide PSB with a doctor's note, and PSB will put a stop payment on any future installments until that player is healthy and able to return. Refunds for past installments will not be given.

### 4.7 Additional Dues

#### 4.7.1 Team Gear Package

All new players (did not play for PSB in 2019) are responsible for purchasing the required team gear package from the webstore that will be open after teams are made. The team gear package will include a uniform as well as a few other items.

Returning players are required to purchase a returning player gear package. Returning players will wear the same uniform as they had in the 2019 seasons. The gear package will include different items from the previous year.

#### 4.7.2 Tournament Admission

Most tournaments require spectators to pay a daily or weekend admission gate fee, which varies from tournament to tournament and is the responsibility of the spectator to pay.

#### 4.7.3 Hotels

Some teams may play in out of town tournaments in which case they are expected to purchase their own lodging. See section 5.4.2 for more information.

## 5.0 Practice and Tournament Expectations

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In basketball, teamwork is vital for success. Players being present is essential to a team progression and improvement. Therefore, it is important for players to be present at practices. Game attendance is mandatory.

### 5.1 Elementary School (Grades 3-5)

#### 5.1.1 Spring/Summer Season Team Practices

Elementary school teams will have mandatory practice for 2 hours per week, either one 2-hour practice or two 1-hour practices. Practices will be between 5-8pm at a local gym Monday-Thursday and repeat same day, time, and location each week. Practice will begin the first week of March and go through the last full week of June.

#### 5.1.2 Spring/Summer Season Tournaments

Teams in grades 3-5 will play in 1-2 local Winston-Salem area tournaments per month for a total of 7-8 for the spring/summer season. Tournaments may be sanctioned (AAU, NTBA, USBA, etc.) or non-sanctioned and typically take place Friday evening through Sunday afternoons, although sometimes are only one-day Saturday-only events. The first tournament will take place mid/end of March and the last tournament will be the weekend of the last full week in June.

#### 5.1.3 Summer Camps

While the practice/tournament season finishes at the end of June, PSB includes one summer camp. Players can choose from one of our normal week-long camps. **This does not include other camps powered by PSB or another organization.**

#### 5.1.4 Fall Season Skill Workouts

There will only be a few team practices for the fall season. Instead, PSB will run *optional skill workouts* every week in which players can choose to attend as many or as few as they wish.

All workouts will be between 6-9pm at a local gym Monday-Thursday and between 1-6pm on Sundays and repeating the same day, time, and location each week. Workouts will begin the week of Labor Day in September and go through the last full week before the final weekend of league/tournament play in October.

#### 5.1.5 Fall Season Leagues/Tournament

3rd-5th grade teams will play in a fall league/tournaments until the end of October.



## 5.2 Middle School (Grades 6-8)

### 5.2.1 Spring/Summer Season Team Practices

Middle school teams will have mandatory practice for 3 hours per week, either one 2-hour practice or two 1.5-hour practices. Practices will be between 5-8pm at a local gym Monday-Thursday and repeat same day, time, and location each week. Practice will begin the first week of March and go through the last full week of June.

### 5.2.2 Spring/Summer Season Tournaments

Teams in grades 6-8 will play in 1-2 local Winston-Salem area tournaments per month for a total of 7-8 for the spring/summer season. Tournaments may be sanctioned (AAU, NTBA, USBA, etc.) or non-sanctioned and typically take place Friday evening through Sunday afternoons, although sometimes are only one-day Saturday-only events. The first tournament will take place mid/end of March and the last tournament will be the weekend of the last full week in June.

### 5.2.3 Summer Camps

While the practice/tournament season finishes at the end of June, PSB includes one summer camp. Players can choose from one of our normal week-long camps. **This does not include other camps powered by PSB or another organization.**

### 5.2.4 Fall Season Skill Workouts

There will only be a few team practices for the fall season. Instead, PSB will run *optional skill workouts* every week in which players can choose to attend as many or as few as they wish.

All workouts will be between 6-9pm at a local gym Monday-Thursday and between 1-6pm on Sundays and repeating the same day, time, and location each week. Workouts will begin the week of Labor Day in September and go through the last full week before the final weekend of league/tournament play in October.

### 5.2.5 Fall Season Leagues/Tournaments

6th-8th grade teams will play in a fall league/tournaments until the end of October.

## 5.3 High School (Grades 9-11)

### 5.3.1 Spring/Summer Season Team Practices

High school teams will have mandatory practice for 3 hours per week, either one 2-hour practice or two 1.5-hour practices. Practices will be between 5-8pm at a local gym Monday-Thursday and repeating the same day, time, and location each week. Practice will begin the first week of March and go through the last full week of July. **Players will be off for the last 3 weeks in June in order to practice and play with their school summer teams.**

### 5.3.2 Spring/Summer Season Tournaments

Teams will play in 1-3 tournaments per month for a total of 8-10 for the spring/summer season. The first tournament will take place mid/end of March and the last tournament will be mid-July. High school teams might play in local, regional, and national tournaments depending on the strength of the team.

#### 5.3.3.1 “Showcase” Events (Spring/Summer Season ONLY)

Some PSB high school teams may play in “showcase” events, which means events geared towards helping players get recruited to play basketball in college. In these cases, players may be required to miss school. In such an event, advance notification will be provided so players can make the appropriate arrangements. Please note, travel costs (transportation & lodging) are not included in the club membership and are an added cost the player.

### 5.3.3 Fall Season Skill Workouts

There will be NO team practice for the fall/winter season. Instead, PSB will run *optional skill workouts* every week in which players can choose to attend as many or as few as they wish. All workouts will be between 7-9pm at a local gym Monday-Thursday and between 1-6pm on some Sundays and repeating the same day, time, and location each week. Workouts will begin the week of Labor Day in September.

## 5.4 Additional Competition Team Policies

### 5.4.1 Eligibility Paperwork

All players will be required to turn in a copy of their birth certificate and a copy of their report card to the team coach before the first tournament. The coach will then keep all players eligibility paperwork in a binder to be used to show proof of age and grade at tournaments.

### 5.4.2 Travel Costs

Players are responsible for the additional costs of travel, including transportation and lodging. Often times, teams are able to carpool to tournaments, so there are no transportation costs, but large van rental is sometimes necessary. There are, however, almost always lodging costs.

Players are responsible to reserve and pay for their own lodging costs plus the lodging cost of the coach. Often times, tournaments allow participating teams to reserve blocks of hotel rooms at discounted rates. In this case, PSB will reserve a block, but it is players' responsibility to secure and pay for rooms from this block.

## 6.0 Parent/Family Expectations

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Parents' most important role is to support their child, team, coach, and club. Players will undoubtedly have a hard practice or a rough tournament, and it is the parents' job to support the overarching goals the team is striving to achieve. Please remember, **“your child's success or lack of success on the court does not indicate what kind of parent you are. But, having an athlete that is coachable, respectful, a great teammate, mentally tough, resilient and who tries their best is a direct reflection on your parenting.”**

### 6.1 Overall Commitment

Parents/families (Family includes but is not limited to grandparents, siblings, aunts, uncles, family friends, etc.) will support their players by positively cheering, not coaching or reffing. Parents will assume financial responsibility and pay in a timely manner. Parents/families will do their best to ensure players arrive to events on time. Lastly, parents/family will be amicable to all parents, players, coaches, and referees.

### 6.2 Parent Code of Conduct

1. I understand that I am representing Pro Skills Basketball, and I will always do my best to positively represent the organization and its values.
2. I promise to let the coaches coach and will not coach my child or child's team from the sidelines during practices or games.
3. I promise to let the referees ref and will not yell at them or berate them before, during, or after games.
4. I will do my job as a parent, which means that I will not speak negatively about any coach or player, but rather positively encourage and support my child and my child's teammates and coaches.
5. I will abide by the “24 Hour Rule”, which means I will not speak to my child's coach or any PSB staff member including but not limited to, managers, directors, and other coaches, etc. about playing time or game strategy within 24 hours after a game ends.
6. I understand that basketball is a team sport and attendance at practice and games has a direct impact on my child's teammates. I will do my best to have my player present at practice and games.

### 6.3 Communication with Coaches and Directors

Should any questions or concerns arise pertaining to your child's status with regard to their team, parents should follow the process of discussion described below in order to understand the situation:

1. If players have concern(s), they are encouraged to first reach out to the coach for a one-on-one phone call or meeting.
2. If there is still concern following the player-coach meeting or phone call, then parent(s) and player(s) will set up a mutually agreed upon phone call or meeting with the head coach.
3. No discussion will take place during practice times or on game days. Although this might require patience, please realize the coach is responsible for the entire team and should not be expected to focus on one individual at crucial team events.
4. If concern(s) still exist on behalf of any party, a phone call or meeting involving the PSB Manager, head coach, player(s) and parent(s) may be warranted to seek resolution. Only after such meeting will the matter be resolved and closed.

All problems and concerns are vetted only in a scheduled phone call or meeting. All outcomes will be confidential and private. Please refrain from sending inappropriate or accusatory emails to any PSB staff, coaches, team representatives or fellow parents.

## 7.0 Player Expectations

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Players are expected to maintain a club and team-first attitude. Players should expect to learn and continue to build upon their fundamentals. Likewise, players will learn about the strategic basketball game, including offensive and defensive systems. Most of all, players and teams are expected to **“play tough, play smart, and play together”**.

### 7.1 Overall Commitment

Players are to attend all practices, tournaments, and team/club events.

### 7.2 Player Code of Conduct

1. I understand that I am representing Pro Skills Basketball, and I will always do my best to positively represent the organization and its values.
2. I will demonstrate good sportsmanship, which means I will be respectful of all players, coaches, referees, and parents.
3. I will not whine, complain, make excuses, or pout when things do not go my way.
4. I promise to be as enthusiastic about the success and accomplishments of my teammates as I am of my own.
5. I will abide by the “24 Hour Rule”, which means I will not speak to my coach or any PSB staff member including but not limited to, managers, directors, and other coaches, etc. about playing time or game strategy within 24 hours after a game ends.
6. I understand that basketball is a team sport and my attendance at practice and games has a direct impact on my teammates. I will do my best to be present at practice and games.

### 7.3 Technical Fouls/Ejections

Any player that receives a technical foul will be automatically subbed out of the game by the team coach. It will then be up to the team coach depending on the nature of the technical as to if that player re-enters the game. Any player ejected from the game will be automatically suspended for the remainder of that tournament and further disciplinary action may be taken by PSB.

### 7.4 Communication with Coaches

Players should email, call, or text coaches to set up a time outside of practice and tournaments to discuss skill development, playing time, team chemistry or other issues that may arise.

Coaches will talk or meet with players in a public, neutral area to discuss the player's concerns.  
Coaches will give direct feedback to players to use as a guideline for resolving the issue.  
Players are expected to reply to coach emails within a timely manner.

## 8.0 Three-Strike Violation Policy

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As you've seen, PSB has Codes of Conduct for our players and parents/families, and we require strict adherence to these rules. Along with this, PSB also has a three-strike violation policy for players and parents that violate their respective Codes of Conduct. Please see below.

### **8.1 First Offense - Verbal/Written Warning**

Manager, GM, or Director issues verbal warning/written warning in email form within 24 hours of offense.

### **8.2 Second Offense - Suspension**

The second offense could be the same or a different violation/offense. The Manager, GM, or Director will issue a suspension in written form via email within 24 hours of event. This means that the player/parent/coach is suspended from attending the remainder of the tournament, AND the next tournament. If that parent does attend games, coach should be instructed not to play their child at all during the games in which parent is in attendance. If parent does not adhere to suspension and attends games, they will be expelled from our program.

### **8.3 Third Offense - Expulsion**

The third offense could be the same or a different violation/offense. In this case, the parent, player, and family are expelled from our program. The Manager, GM, or Director will inform parent/family of expulsion from the program within 24 hours of event. The family will not be allowed back into the PSB program. A refund for the season will not be given.

## **9.0 Risk Management**

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## 9.1 Insurance Policy

All club members are required to have accidental/medical insurance that will cover them in the event of injury or illness.

## 9.2 Release Liability

During the membership purchase process, parents will agree they've read and understand our Club Policies and Procedures Manual agree to the below Release and Waiver. Coaches will also agree to and sign the below Release and Waiver.

*I hereby agree to indemnify and hold harmless Pro Skills Basketball, LLC its parent, subsidiary and affiliated entities and/or any officers, partners, members, directors, coaches, employees, servants, agents, licensees and assigns of any of the foregoing, from and against any and all suits, awards, claims, damages, liabilities, costs and expenses (including reasonable attorney fees and related costs) arising out of injury or damages to participant in connection with his/her participation in any Pro Skills Basketball program or event. I hereby authorize Pro Skills Basketball, LLC to act for me according to their best judgment in any medical emergency situations.*

*Participant agrees that any pictures, audio, or visual recordings taken of him/her in connection with the seminar can be used for publication, promotion, articles, shows and advertisement without additional consent and without compensation at this time or any other time.*

## 9.3 Safety Policies and Procedures

The development of the PSB Safety Policies and Procedures is not meant to be punitive, but rather designed to protect everyone involved. The below points are to be enforced among directors, coaches, players, and parents.

- Directors and coaches will avoid being alone with a player in non-public settings, including but not limited to, cars and hotel rooms.
- At no time will a director, coach, or parent verbally, physically, or sexually abuse a player.
- Directors and coaches will not buy gifts or give money to players.
- Directors and coaches will avoid fraternization with players in non-sanctioned settings.
- Profanity is prohibited.



- Parents and/or guardians of players ejected from games will require written notification by the coach to the director within 24 hours of the incident. Such incidents will be investigated, and suspension or expulsion from the club will be considered.
- Other incidents of inappropriate behavior by coaches, parents, and/or players including physical or verbal altercations, threats, and related activities at games or team events will be reported to the director within 24 hours, and suspension or expulsion from the club will be considered.
- Player and parent personal information including phone number, email, home address, etc. will not be disseminated without prior consent from said player or parent.

## 9.4 Emergency Procedure

In the event of an emergency, the coach on-site will contact all appropriate medical and protection agencies and then notify the director.

## 9.5 Grounds for Club Membership Termination

Every effort will be made to ensure a positive experience for all players and parent/family members involved. Termination of a player is a right reserved by the organization as a last resort when all other resources of conflict resolution have been exhausted.

**Any player terminated by the director through the infraction of the stated organization rules (player or parent), will still be held liable for any and all outstanding membership fees and club dues as outlined at the beginning of the season. Terminated player will not be entitled to a refund of any such fees paid to the organization.**

# 10.0 Parent/Player Acknowledgment

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## **Acknowledgment of Policies & Procedures Handbook**

By checking the acknowledgment box during the PSB Club Team membership purchase process, you (PSB guardian/parent of minor participating player) understand and agree to the contents and provisions of this handbook and any other policy manuals, practices and/or procedures of PSB. Also, you understand and agree that nothing in this Policies & Procedures Handbook constitutes a guaranteed membership. Lastly, by checking the acknowledgement box you further understand that this handbook is the property of Pro Skills Basketball.