

**Selah AAU Basketball  
Coaches Packet Checklist**

**Selah AAU Board of Directors 2011-2012**

President – Todd Fletcher

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Gym Administrator – Amber Caffrey

Gym Supervisor – Ryan Ibach

**Selah AAU Club # XTB9A4**

<http://www.selahsportsline.com/teams/basketball-selahaau.html>

**CHECKLIST**

- Registration Requirements - AAU
- Guidelines for Acquiring Gym Time
- Gym Rules
- Concussion Form – Parent / Athlete
- Concussion Form - Coach
- Concussion Form - Club

## **Registration Requirements for a Team to play in AAU League**

AAU Requires the following forms to be completed by all coaches and players in order to register a team.

1) AAU membership.

- All players and coaches will be assigned an individual number that will be used for every tournament/game they participate in.

2) AAU Concussion & Head injury compliance forms (parent/athlete). – See Attached

3) AAU Concussion & Head injury compliance form (Coach) – See Attached

4) Club compliance form – See Attached

5) Team roster with current coach/player information – Found on AAU Site under league registration information.

NOTE: It is the coaches and players responsibility to renew their AAU membership each year. Memberships can be purchased and renewed at <http://www.aausports.org>.

In order to register your team with AAU for tournaments and league games you will need to submit your completed roster to the AAU office along with payment by the indicated date to the following address:

AAU Contact info:

Shannon Springer, YVSA Event Director

509-453-2696

P.O. Box 9757, Yakima, WA 98908

[Shannon@ieaaau.org](mailto:Shannon@ieaaau.org)

Additional copies of the forms provided can also be found on the Inland Empire AAU website @ [ieaaau.org](http://ieaaau.org).

## **Guidelines for Acquiring Gym Time**

In order to acquire gym time the following forms must be completed and received by the Selah Basketball Club's Gym Coordinator. The Selah School District requires these documents to be completed prior to using school facilities for insurance purposes.

**NOTE: GYM TIME WILL NOT BE GRANTED UNTIL ALL THE REQUIRED FORMS ARE COMPLETED AND HANDED IN.**

- 1) Team roster with current coach/player information. (AAU membership number must be current)
- 2) AAU Concussion & Head injury compliance forms (parent/athlete).
- 3) AAU Concussion & Head injury compliance form (Coach).
- 4) Club compliance form

**Send all of your completed forms via email to:**

**Amber Caffrey**

**Selah Basketball Club, Gym Coordinator**

**[Amber5907@msn.com](mailto:Amber5907@msn.com)**

**Phone # 594-0188**

**Fax # 866-578-0868**

**or dropped off at:**

**First American Title**

**4710 Summitview Avenue**

**Yakima, WA**

Once the Gym Coordinator has received all the above documents you are eligible for gym time.

For insurance purposes only players and coaches with current AAU Memberships, and have completed the proper forms are permitted to use the facility. Any unauthorized persons using the facility during your assigned gym time can result in the loss of gym privileges.

## **Requesting Specific Gym Time**

**Requests for gym time can be emailed to [Amber5907@msn.com](mailto:Amber5907@msn.com)**

**NOTE: All requests will be considered but not guaranteed.**

Please keep in mind that Selah AAU only has access to two gyms, space is limited. When requesting gym time please be aware of AAU events and deadlines in order to avoid last minute scheduling. Requesting gym time is a process, planning ahead is appreciated.

## **GYM RULES**

### **MESSAGE FROM THE SCHOOLS:**

AAU is being allowed to practice in the Selah School District's gyms. To maintain our privileges, we must be courteous, and adhere to District requirements. Coaches/chaperones are responsible for the behavior of their players and their players' parents, siblings, etc.

### **Please be respectful of School property.**

1. Clean up all garbage, water bottles, clothing, etc. after practice.
2. Make sure players are wearing clean shoes indoors.
3. NO SMOKING ON SCHOOL PROPERTY!
4. No gum.

### **School teams have first priority.**

1. School coaches will make an effort to be out of the gym at the scheduled time, but this does not always happen.
2. Do not bang on doors, point to your watches, or any other rude behavior to try to get the school coach to end practice. Even if their practice is running into your scheduled time.
3. Do not enter the gym if a school practice is in session. Wait quietly outside the gym until they are done.

### **In addition to the District's requirements, Selah Basketball Club asks that you:**

1. Dry mop the floor before and after practice (at Lince, the dry mop is in the closet in the SE corner, at SJH, the dry mop is in the NE corridor)
2. Do not allow anyone on floor who is not on your team's roster (and therefore covered by AAU insurance/concussion compliance). This includes PARENTS!
3. Please do not let your players shoot hoops on the side baskets while a practice is in session. It is distracting for the team that has the floor.
4. Please do not let your practice run late—even one minute—into the following team's practice time.
5. All teams must be done practicing and off the floor by 9:00pm. NO EXCEPTIONS. This allows the custodians enough time to clean the gym before they retire for the night.

THANK YOU FOR YOUR COOPERATION!