



COACHING STUDENT ATHLETES SERIES

Developing a Code of Conduct Handbook

EDUO 9721 One Semester Unit

Instructors Dick Bach & Ernie Shaffer

Course description

In this course methods will be presented to help with educating and enforcing codes of conduct for the student/athlete. Class participants will develop a complete code of conduct handbook. This booklet will be one that the coach can have on display not only for the student/athletes but for their parents, community members and school administrators as well.

Required Text: *Successful Coaching*-4th Edition by Rainer Martens, Human Kinetics; (February 17, 2012)

Course Objectives

By the end of this course the participant will have:

1. Developed a complete code of conduct hand book that includes the following:
 - Statement of Philosophy
 - Rules & Consequences
 - A System for Appeals
2. Establish methods to educate student/athletes about appropriate conduct
3. Create strategies for correcting student behavior

Grading Rubric

Exemplary A+-A-	Acceptable B+- B-	Unacceptable
All text book assignments are complete and accurate.	All text book assignments are complete and accurate.	
All application assignments are reflective, thoughtful, clearly identifiable and relevant.	All application assignments are complete, identifiable and relevant.	Application assignments are incomplete and/or irrelevant.
Overall appearance is very well organized and free of spelling and grammatical errors	Overall appearance is generally organized with limited spelling and grammatical errors.	Overall appearance shows little organization and has spelling and grammatical errors.

Assignments

1. READ and study CHAPTER 8 (pages 126-144) in the text and the following two web resources:

- <http://www.littletonpublicschools.net/Default.aspx?tabid=4377> Click on *high school athlete handbook and athlete code of conduct* to download.
- http://www.d120.org/athletics/code_of_conduct.aspx

1a. Respond To The Following:

Think of yourself as a student, in school again, who has a cultural background orientation outside the mainstream. State the philosophy of conduct you would want your school to employ.

1b. Explain why you chose this (particular) conduct philosophy.

2. Student/Athlete Conduct Hand Book

Create a complete Student/Athlete Conduct Hand Book.

Assignment #2 is the major requirement for this class and you are to present it to your instructor in the form that you would proudly distribute it to your athletes, their parents administrators, and your community. Use the above web resources as a guide (your handbook does not need to be as detailed as those contained in the web resources as it is

for your program only and not for an entire school or district). Include (but don't limit yourself to) the following:

- **Your philosophy statement from assignment #1**
- **Rules & Consequences** – Develop flexible rules that can be enforced with logical consequences
- **Establish a Workable Appeal System** - Establish democratic procedures intended to generate two-way communications between you and:
 - Students
 - Administration
 - Parents
- **Quotation** – In your text you will find quotations which could help motivate students in relation to character, sportsmanship or moral behavior. Choose one to place in your hand book. The following web resource may also help you in finding just the right quote for your hand book.
<http://josephsoninstitute.org/quotes/quotations.php?q=Sportsmanship>
- **Representative Image** – Find a powerful image on the following web site to use in your hand book to represent your philosophy.
<https://www.google.com/search?q=quotes+for+good+sportsmanship&client=firefox-a&hs=vGU&rls=org.mozilla:enUS:official&tbm=isch&tbo=u&source=univ&sa=X&ei=UggLUqaDMMjAyAHZzIB4&ved=0CD0QsAQ&biw=1208&bih=706>

3. Student Rights - Describe how you would use the student/athlete's "Code of Conduct" (page 136) as a supplement to your hand book.

4. Educate – Explain the methods you will use to educate your student/athletes about your conduct hand book and how it can have a positive lifetime effect upon them.

5. Your Reasons – Why did you choose to place in your book;

- The particular quote?
- The specific image?

6. Incident – Describe an incident that occurred within your life or that you witnessed that relates to the quotation or the image that you chose for your hand book or to another quote or image that appeared in the web resources.

7. Flawed System – Describe a time in your life or one you have heard of (Movie, TV, Book or other) when a management system created problems because its structure was flawed.

8. No Problem - How will your hand book keep such a problem from developing?

Instructions for coursework submission:

When you have completed your assignments, post all coursework at one time in the Completed Coursework DropBox at the bottom of the course page. You are allowed 9 months to complete the course. If you have questions about the course, you can reach your graders by email or phone.

Dick Bach dbach@dominicancaonline.com; 916-962-3329

Ernie Shaffer eshaffer@dominicancaonline.com; 916-387-1311

- For questions involving your registration, contact Steve Horning (shorning@dominicancaonline.com) or Karianne Pulli (kpulli@dominicancaonline.com) or see <http://dominicancaonline.com/faq.htm> for more information.

COACHING STUDENT ATHLETES SERIES

<u>EDUO 2720</u>	Dealing with the Problem of Athletic Drug use
<u>EDUO 9721</u>	Developing a Code of Conduct Handbook
<u>EDUO 9722</u>	Developing Successful Life Skills through Athletics
<u>EDUO 9723</u>	Discovering your Coaching Style
<u>EDUO 9724</u>	Effective Communications
<u>EDUO 9725</u>	Good Teams and Character go Hand in Hand
<u>EDUO 9726</u>	Keeping it in Perspective - Make Every Kid Count
<u>EDUO 9727</u>	Managing your Athletic Program
<u>EDUO 9728</u>	Proper Nutrition & Athletic Performance
<u>EDUO 9729</u>	Team Bonding
<u>EDUO 9730</u>	The Legal Liabilities of Teaching/Coaching
<u>EDUO 9731</u>	Training to Acquire Specific Skills
<u>EDUO 9732</u>	Welcoming Diversity into Your Program

ATHLETIC COACHING SERIES

EDUO 9703	Coaching is More than Xs and Os
EDUO 9704	Athletics-A Positive Path Through the Journey of Life
EDUO 9706	Creating a Healthy Lifestyle
EDUO 9707	Look Before you Leap
EDUO 9705	Let's Look at this Another Way

REFLECTIVE READING EDUO 9000 – BOOKS THAT MAY INTEREST COACHES

Baseball's Great Experiment (Jackie Robinson	Jules Rygiel
Best Year Ever	Bill Cecil
Eleven Rings: the Soul of Success	Phil Jackson
The Essential Wooden	Steve Jamison
Inside Out Coaching	Joe Ehrmann
How Sports Can Transform Lives	Gregory Jordan
Open	Andre Agassi