

2023-24

Parent Guide Rookie Division

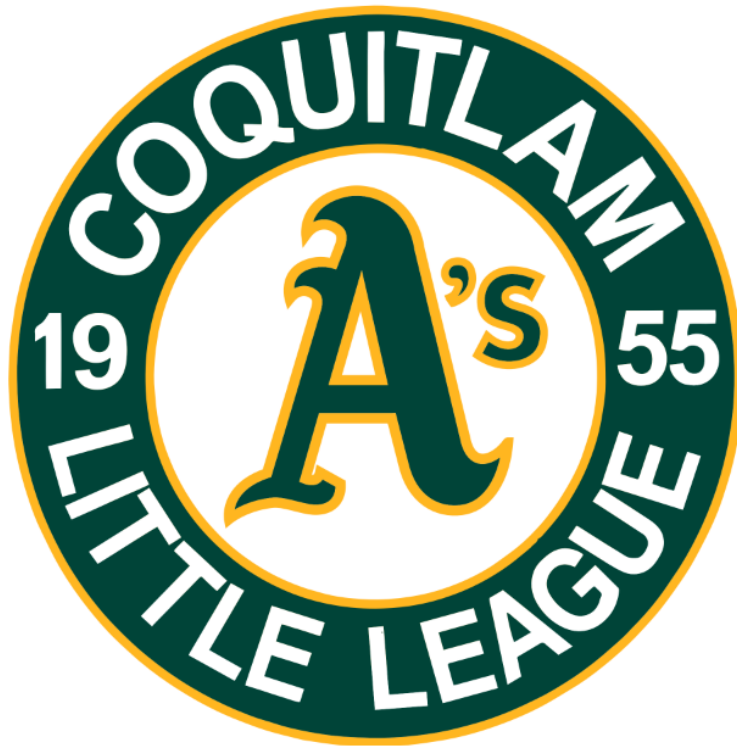


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Welcome to the Rookie Division!

The emphasis in the Rookie Division remains on skill development for 7-8 year olds. Players not only continue honing their baseball skills, they learn about sportsmanship and fair play, all while having fun!

Game Field Location

- Mackin Park (either the west diamond (by the DQ) or centre diamond along King Edward
- Hartley Field at Mountain View Park

Parent Responsibilities

A club as fine as Coquitlam Little League requires many volunteers to make it all happen, not just coaches and managers! Rookie is where parents take on even more important roles; every game requires many volunteers; one slinger operator (total or per team), umpires(s), one scorekeeper, two for field prep and clean up, as well as a dugout parent.

Team Parent Responsibilities

Parents on each team will decide who their Team Parent will be. The Team Parent will assist with coordinating **duties required by all parents**, which allows your child's manager and coach to concentrate on baseball!

Schedule Duties

- With input from parents, schedule duties for each parent on the team (excluding coaches and managers) for all games
- Create a Duty List, making it available for parents prior to the first game of the season (see attached Duty Roster for reference)
- Accommodate parent's schedules as much as possible, however it is each parent's responsibility to find their own replacement if there is a conflict with a day/time/duty

Assist Team Coaches and Manager

Track Attendance

- Help the coach track attendance with the RAMP team app; all parents should install the app and indicate attendance to games Help the coach track attendance with the **RAMP** team app; all parents should install the app and indicate attendance to games ([Link to RAMP Tutorial](#))
- Emailing or messaging players who have not indicated attendance will help the coach with line-ups and fair play

Picture Day

- Hand out picture forms (Picture Day is usually in late May)
- Coordinate times and meeting place for parents and players at Mackin Park
- **TEAM PICTURES ARE PICKED UP BY THE TEAM PARENT ON FOUNDER'S DAY BY THE TEAM PARENT**
 - Pictures will not be distributed individually, it is a logistical challenge to keep track of individual pick-ups
 - If the Team Parent is not available on Founder's Day, then another individual on the team must be designated.

Act as a Liaison

- Act as an email, telephone and **RAMP** liaison between the players and coaching staff, taking and passing along messages on behalf of the coaches
- Communicate that all parents will have a chance to pitch in and help!
- **It is recommended that the Team Parent gather and distribute email addresses and phone numbers for every parent on the team**

All Parent Responsibilities

All parents of players are required to take a turn helping out on game days! The following are **specific duties** that must be fulfilled for each game:

Field Prep (home games)

- Should be started 45 minutes to an 1 hour before the game
- Put bases and equipment out
- Drag infield
- Rake and tamp pitcher's mound and batter's box
- Rake the first & third base paths lengthwise from base to base - not across, in order to prevent small rolls from building up
- Mark the 1st and 3rd baselines on the field

Field Clean Up (away games)

- Rake the first & third base paths lengthwise from base to base - not across, in order to prevent small rolls from building up
- Rake and tamp pitcher's mound and batter's box
- Put bases and equipment away
- Clean dugouts

Scorekeeper (home and away games) ([Link](#) to Scorekeeping Tutorials)

- Arrive at the field 30 minutes prior to game time
- There should be one person assigned to scorekeeping
 - All score sheets must have the date of game
 - Use first and last names of players
 - Ensure games are scored correctly, as each player must have the required number of games in the official scorebooks in order to compete in postseason play
- Managers are also supplied with paperwork in their manuals, extras are available from the division coordinator

Fundraising

- Registration fees cover basic operating costs for items such as equipment and uniforms, advertisement, Little League BC and Little League Canada fees, medals & trophies, insurance, medical coverage and umpire fees. The basics are covered, however, any capital expenditures or improvements to our facilities must be supported by fundraising, sponsorship and concession sales.
- The 'Batathon' will be the major fundraiser of the year, more details to follow on the website.

Picture Day

- **Mackin Yard**
- Photo sessions will be held at Mackin Yard, usually in late May
- **Note:** Coquitlam Little League pays for a team and individual picture for each player; additional pictures must be ordered and paid using the picture order form
- You will receive your picture order forms from your Team Parent that will include a roster form supplied by the photographer (approximately mid-May)
- On the picture form bundle, your team name and picture time will be listed
- **Note:** This must be filled out with your team's information prior to getting your pictures taken
- Please be on time, try to arrive 10-15 minutes early – parking will be at a premium!
- Help coordinate your team with time and meeting place, then go to the picture area together to get your individual and team pictures done
- **Pictures will be picked up on Founder's Day BY THE TEAM PARENT.**
 - **If the Team Parent is not available on Founder's Day, then another individual on the team must be designated.**

General info

Parking

- Watch where you park – we'd hate to see anyone get towed
- There are "no parking" rules in effect on King Edward adjacent to Mackin - please remind all parents/grandparents etc. to watch posted signs before they park
- At Hartley Field there is parking available along Guilther Street and Regan Avenue, as well as a small parking lot at Mountain View Park

Post Season

There are many opportunities for post season play for 7-8 year olds:

Note: In order to compete in postseason play, each player must have the required number of games in the official scorebooks. Please make sure your scorekeepers are scoring the games correctly and using first and last names!

- Teams are made of players selected through try-outs
- Players must fulfill post season Little League commitments before they are allowed to play in any other tournament not directly associated with Little League
- **Watch the website for other post-season and tournament play for the Rookie Division!**

Appendices

Sample Duty Roster

MACKIN YARD DUTIES

Team Name: _____

Visiting Team

Concession #1
Concession #2
Field Cleanup #1
Field Cleanup #2

Home Team

Field Prep #1
Field Prep #2
Scorekeeper
Pitch Counter
Announcer

DATE	TIME	HOME/AWAY	CONCESSION	FIELD CLEANUP	FIELD PREP	SCOREKEEPER	PITCH COUNTER	ANNOUNCER
			1	1	1			
			2	2	2			
DATE	TIME	HOME/AWAY	CONCESSION	FIELD CLEANUP	FIELD PREP	SCOREKEEPER	PITCH COUNTER	ANNOUNCER
			1	1	1			
			2	2	2			
DATE	TIME	HOME/AWAY	CONCESSION	FIELD CLEANUP	FIELD PREP	SCOREKEEPER	PITCH COUNTER	ANNOUNCER
			1	1	1			
			2	2	2			
DATE	TIME	HOME/AWAY	CONCESSION	FIELD CLEANUP	FIELD PREP	SCOREKEEPER	PITCH COUNTER	ANNOUNCER
			1	1	1			
			2	2	2			
DATE	TIME	HOME/AWAY	CONCESSION	FIELD CLEANUP	FIELD PREP	SCOREKEEPER	PITCH COUNTER	ANNOUNCER
			1	1	1			
			2	2	2			
DATE	TIME	HOME/AWAY	CONCESSION	FIELD CLEANUP	FIELD PREP	SCOREKEEPER	PITCH COUNTER	ANNOUNCER
			1	1	1			
			2	2	2			
DATE	TIME	HOME/AWAY	CONCESSION	FIELD CLEANUP	FIELD PREP	SCOREKEEPER	PITCH COUNTER	ANNOUNCER
			1	1	1			
			2	2	2			

That's it! Have a great season!