



# Regina Minor Football 2000 Inc.

## RMF 2000 Inc Coaching Timeline

Congratulations on being named a Coach in Regina Minor Football. This manual is designed to help with a Coaches Timeline. These are the things you'll need to do. If you are looking for some basic football knowledge and drills to help you with setting up an offence and defense contact the office.

### Things to do ASAP

- Ensure you have an adequate number of assistant coaches willing to commit to the practice schedule. A minimum number to run an effective practice would be four.
- All Team personnel (this includes Assistant Coaches, Youth Coaches, managers, trainers, or anyone involved in team operations) needs to be registered, have a CRC, have Safe Contact training and a signed RMF Self Disclosure form. Information on this is in your Coaches manual. Only those who fulfill these requirements will be allowed at practices, on the bench and/or spotter's box during games. Have this done right away.
- Schedule a meeting with your staff and begin work on your offensive and defensive systems. There are many websites available to help with this but remember to consider the age and skill level of the players you are coaching when you design your playbooks.

### Things to do in June

- By the end of June, you will receive your Team Roster, at the same time the players will receive their letters or emails indicating which team they are on. Look at the list for potential managers.
- The first Coaches meeting/symposium will be around the end of June. You must attend this meeting, or send an assistant Coach.
- The Coaches' list, and practice field locations will be posted on the web site around the middle of July.

### Things to do in July

- The Schedule will be posted on the website around the middle of July.
- Around the middle of July, Equipment Manager Kelly Hamilton will contact you with a date and time to pick up your gear. Please remember that Kelly has many teams that will draw equipment in a short period of time. Please be accommodating and on time. If you have a shack the equipment can be stored there, however not all teams are allocated shacks, so you may have to store it elsewhere in a secure location, until you have handed it out. For those teams who do not have shacks, please remember you will have blocking bags, etc to transport back and forth to your field.
- Plan to introduce yourself to the parents and hand out the equipment. You may consider having a pre-season meeting to do this. At this meeting you should include selecting a Team Manager, your philosophy of coaching, practice format and team rules. We would appreciate if you would mention our basic rules at Leibel Field, no pets, no seeds, no fans, no chew, no smoking and fans must be in designated areas.
- Some duties for the Manager are organizing Registration Night, Team Pictures, phoning trees, Liaison with RMF Office etc. **The office would appreciate receiving the Team Managers info by July 26, 2020 on the Team Personnel info sheet that you submit to the office. There will also be a Team Manager's meeting held in early August.**
- You can hand equipment out before the season starts, or you may hand it out on the first day of the season. You can distribute it from your home or the shack at your practice field. Remember, however or wherever you distribute your equipment you may not start to practice before the first official day of the season (the first Tuesday after the August long weekend). If you have players who are attending U of R Rams Camp they have been told to contact you before the last week of July to get their equipment. Please make sure you accommodate them.

- If you are coaching in a division with weight limits when you are handing out your equipment is a good time to determine if your players may be over the weight limit. Having a bathroom scale available is an option past coaches have used. It is easier on kids if they are moved before they have practiced with a team. Check the leagues weigh in policy.
- Equipment Management is a very important part of your duties. Proper documentation is essential and helps when the season ends, and you must get all the equipment back to the League. It is very important that if kids quit you get their equipment back immediately.
- This is a good time to work on your first month practice schedule. A well-organized practice that has been planned allows you to get the most done in a very efficient way. A sample is included.

### Things to do in August

- Ensure all your team personnel are properly registered before the first practice.
- Practice starts the first Tuesday after the long weekend.
- The first week should be a basic week of football. Skill development and assessment of all players' ability is very important. You should also include introducing your offense and defense. Drills Examples included.
- After the first week, your team will have to register and weigh in. You will not be allowed to practice this night but must attend Registration with your players and Team Manager. (See Registration/Weigh In Schedule.)
- The second week you should be working on your plays, it is important to keep it simple, and make sure you practice all the plays you will use in a game. It is more important to have a few plays that you do well instead of too many plays that your players don't really understand.
- If you are coaching PeeWee or Bantam remember you also must practice your special teams.
- Prepare a pre-game warm-up. This warm-up is done on game day at the field.
- Be prepared for your games. It's a good idea to have a list of plays and defenses you will use in a game
- Fill out your Game Sheet in advance, **listing the players in numerical order**. List your coaches and manager on the Game Sheet as well, remember only the people on your Game Sheet will be allowed on the sideline or in the spotter's box.
- Enjoy the game.
- After the game, talk to the kids as a group, talk about the positives of the game.
- Work on the negatives or weak part of your team in your practice next week as you prepare for your next game.

### Things to do in September

- Continue running practices and showing up on time for all games.
- Familiarize yourself with the playoff format and tie breaking rules.
- Plan to collect the equipment as soon as your season ends. Ensure everyone knows where to drop off the equipment, within a day or two after you finish your season.

### Things to do in October

- Prepare for playoffs (if applicable)
- Start to organize your team wind-up and equipment collection.
- **Make sure you have all your team's equipment collected and return it to the Equipment Manager, Kelly Hamilton (533-2159)**

### Things to do in November

- Attend Coaches Appreciation Night. Coaches of the Year Awards are presented this evening.