



American Polocrosse Association

## Player Development Program Manual

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Player Development Committee  
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**AMERICAN POLOCROSSE ASSOCIATION**

**PLAYER DEVELOPMENT PROGRAM**

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# **AMERICAN POLOCROSSE ASSOCIATION**

## **PLAYER DEVELOPMENT PROGRAM**

### **I. General Introduction**

The American Polocrosse Association (APA) Player Development Program, governed by the Player Development Committee (PDC) is designed to provide programs to improve all levels of play for all members of the APA. The Player Development Program will remain in effect until modified by the PDC with the approval of the APA Board of Directors. The program will be reviewed annually by the PDC for accountability and relevance. Recommended changes to the program should be brought to the attention of a PDC member. The PDC will then present the proposed changes to the APA Board for approval.

The Player Development Program consists of three separate but connected programs:

#### **A. Coaching Accreditation Program**

Provide a program that educates, trains, and certifies APA members through a multi-level accreditation program from beginner to advanced, in order to provide safe, effective and standardized coaching.

#### **B. Domestic Development and Clinic Coordination Program**

Provide administrative support for the domestic growth of polocrosse and to coordinate clinics of all levels for APA members and clubs as well as introductory clinics for non-members interested in learning more about the game.

#### **C. International Tour Program**

Provide a program that allows APA members the opportunity to apply, be identified, assessed, and; if selected, trained to play on APA teams representing the United States at international competitions.

## **II. Player Development Committee**

The Player Development Committee (PDC) will:

1. Be administered by a Chairperson who is nominated by and approved by a majority of the APA Board. The Chairperson position shall be for a period of two (2) years and may be reappointed. The outgoing Chair has the right to make a recommendation to the Board.
2. Committee members will be selected by the Chairperson and will represent a diverse make-up of the APA membership. Each of the APA zones (Eastern, Central, Mountain and Western) will have a representative on the PDC.
3. The PDC Chairperson shall appoint the Domestic Clinic Coordinator and Chief Coach positions which shall be for a period of two (2) years and may be reappointed. The Chief Coach must be an adult member of the APA.
4. The Domestic Clinic Coordinator and Chief Coach will also serve as members of the PDC.
5. The International Liaison will communicate with the PDC chair but will not hold a voting position.
6. The PDC will manage and oversee the three programs administered by the PDC and provide administrative and accounting support.
7. The PDC will review, revise and update program rules and guidance documents as necessary and submit them to the APA for publication after approval by the APA Board.
8. The PDC will develop the required applications and evaluation forms related to the business of the three programs administered by the PDC.
9. The PDC will address any written complaints regarding the three programs administered by the PDC.

### **III. Coaching/Instructor Accreditation Program**

#### **A. Purpose of the Coaching/Instructor Accreditation Program:**

Provide a program that creates experienced coaches/instructors capable of providing safe, effective, and standardized coaching for interested APA members.

#### **B. Objectives of the Coaching/Instructor Accreditation Program:**

The Coaching Accreditation Program will:

1. Develop and manage a coaching accreditation program for the APA
2. Provide a system for training and certifying coaches for APA.
3. Develop coaching documents that support the accreditation program.
4. Provide a system for accountability of accredited coaches/instructors.
5. Provide a written list of accredited coaches/instructors.
6. Be managed by the Chief Coach

#### **C. Structure for Coaching/Instructor Accreditation Program:**

Chief Coach will:

1. Certify coaches/instructors based on candidates' successful completion of the required accreditation program.
2. Notify the PDC of all accredited coaches/instructors.
3. Maintain a database of all accredited coaches/instructors.
4. Maintain all coaching/instructing performance reports on file.
5. Take non-disciplinary action based on observed and/or a written report on the performance of a coach/instructor. Non-disciplinary action may include counseling (verbal and/or in writing), remedial training, and/or supervised coaching.
6. Recommend disciplinary action to the PDC as required based on observed or a written report on the performance of a coach. The Committee may refer the report to the APA Grievance Panel if deemed necessary.
7. Work with the Domestic Clinic Coordinator and assign coaches to requested clinics.
8. Review and update forms used in the program such as an application form, training record forms, performance report form, etc. These forms will be reviewed and approved by the PDC and posted on the APA website.

NOTE: This portion of the rules will be further developed by the Chief Coach

#### **IV. Domestic Development and Clinic Coordination Program**

##### **A. Purpose of the Domestic Development and Clinic Coordination Program:**

Provide a program to ensure clinics are coordinated and conducted for all APA members and interested parties.

##### **B. Objectives of the Domestic Development and Clinic Coordination Program:**

1. To coordinate clinic opportunities for all levels of APA members; from beginner through advanced.
2. To coordinate clinic opportunities for interested parties who are not currently members of the APA.
3. To keep track of clinics given on an annual basis. Work with the membership chair to make sure the event gets the appropriate publicity

##### **C. Structure of the Domestic Development and Clinic Coordination Program**

Domestic Development and Clinic Coordinator (DDCC) will:

1. Work with the Chief Coach to help ensure that the appropriate clinician is assigned to the clinic. Requests for specific clinicians should be honored when possible.
2. Maintain a database of the clinics and will provide an annual report to the PDC which in turn will provide the information to the APA Board
3. Provide a written narrative concerning each clinic for publication in the APA newsletter.
4. Promote the clinic program to the APA clubs.
5. Suggest other activities such as exchanges between clubs and between zones; play days or other formats which will help to bring in new or returning members. Clubs and zones may request types of clinics wanted/needed in their area to the DDCC. . Only written requests will be accepted and must include proposed dates of the clinic, names of individuals managing the clinic, clinic location, anticipated number of participants, and clinic budget.
6. All clinics should be self-funded and should cover the reasonable travel costs of the clinician.
7. The assigned clinician will make a written report to the DDCC concerning the clinic.

## **V. International Tour Program**

### **A. Purpose of the International Tour Program:**

Provide a process that allows APA members the opportunity to be assessed, selected and coached to play on APA teams representing the United States in international competitions and the opportunity to prove ability by playing and living with hosts in other countries or hosting foreign players here.

### **B. Objective of the International Tour Program:**

1. Field teams which are competitive at international competitions and/or test matches in the United States or overseas.
2. Create a consistent strategy and coaching philosophy which is used as a means to improve our level of competition and excel in the world polocrosse arena.
3. To give APA members the opportunity to compete at any level internationally

### **C. Structure of the International Tour Program:**

Each tour will follow this developmental process independent of other tours.  
Coaches, Managers and Players must be APA members in good standing.

PDC Will:

1. Identify in writing potential tours which will accomplish the aim of the program to the International Liaison.
2. Once preliminary interest is established between both parties, the PDC will ask the President to extend a formal invitation. The PDC will then make an announcement to the general membership and call for applications for venue hosts, coaches, managers and players outlining as many details of the tour as available at the time.
3. Accept and review host venue applications and vote to select the APA host club.
4. Provide the Coach with player profiles from past participation records.
5. Provide the Coach, manager and host venue with approved guidelines for operating the tour.
6. Provide the Coach and Manager the appropriate contact information and as many terms of the tour that have been agreed upon to that point and a copy of the official letter of intent To or From the foreign team.
7. (Can) Remove any Coach, Manager and/or Players, including alternates, who do not follow the process.
8. (Can) Remove any player/alternate who has not met their obligations as outlined.
9. Train/encourage participation of team managers and horse managers.

International Liaison will:

1. Initiate contact with foreign polocrosse associations to accomplish the written tour requests of the PDC.
2. Upon receipt (outbound tour) or acceptance (inbound tour) of a formal invitation, the IL will forward copies of the invitation and logistical correspondence to the tour coach and manager or the PDC Chair.

Coach & Tour Administration Selection:

1. Tour Coaches will be selected by the PDC through the application process. Application deadlines will be set when call for applications are made for each tour.
2. Tour Coaches will select their own tour administration.
3. The PDC will provide copies of applications submitted for tour manager and horse manager to the Coach for his/her consideration.
4. The Tour Manager will be responsible for administrative matters associated with the tour as set by the PDC.
5. The Coach and Manager will be responsible for developing and negotiating the terms of the tour with the internationals from the point at which the internationals reach US soil or the US team reaches foreign soil.

Player Selection/Qualification

1. Players and alternates will be selected by the appointed coach using the PDC application process.

2. Application deadlines will be set when call for applications are made for each tour.
3. Applications will include a contract with the player/alternate including a payment schedule, commitments, deposit request, medical/insurance information and card, etc.
4. The Coach will select the members of the tour team including alternates using various options approved by the PDC including but not limited to open tryouts, participation in clinics or evaluation during tournament play in order to give all applicants an equal opportunity to be selected, such process to be announced by the tour coach
5. There is no limit to the number of tours an applicant may apply for and/or be selected for as long as they meet the tour requirements.
6. Applicants to the international tours will be required to have played in a minimum of 2 APA sanctioned tournaments during 12 months prior to the tour. Applicants are encouraged to submit video of their play to the tour Coach.
7. Applicants not initially selected for the international tour may be asked to join the tour by the Coach if a member(s) of the tour cannot fulfill their obligations.
8. Applicants selected for an international tour have the following minimum obligations: agree to abide by the decisions of the Coaches and Managers; provide two horses for inbound social and test matches; help procure and share in the expense (if necessary) for 4 additional horses for a reserve pool, attend tour training practices at their cost as requested by the coaches; help conduct clinics for APA members and non-members as requested; help raise funds for their tour and meet all financial commitments associated with their tour.

#### **D. Accountability of the International Tour Program**

1. The PDC will be responsible for developing and publishing all budgets after working with the team management (coach and managers). The team management will be responsible for executing the steps necessary for any tour including travel arrangements, housing, horses, clothing, etc. with assistance from the PDC as necessary.
2. All donated funds remain in the player development program account.
3. An individual accounting of donations received for each player/alternate will be kept for each specific tour.
4. No donated funds will be refunded to players/alternates.
5. Players/alternates may only receive a refund of personally paid funds over the actual cost of the tour if all requirements stated on the tour application are met.
6. Tour Coaches, Assistant Coaches, Managers or other members of the tour administration have the right to ask for reimbursement and/or compensation for their specific tour as long as they express the need for any such reimbursement and/or compensation on their application. (NOTE: this option should be on the application form)



## **VI. Player Development Program Rules and Expectations**

Players, managers and coaches in the player development program under the authority of the apa are exercising a privilege afforded them by the apa in pursuit of regional, national and international recognition as participants. Thus, the following guidelines and rules shall apply in all official activities associated with the apa's player development program.

### **A. General guidelines:**

1. Participants will place all horse's welfare above all other considerations.
2. Participants are expected to conduct themselves at all times in a manner, which is in keeping with representing the apa, and will not bring discredit upon the apa.
3. When traveling under the authority of the player development program, each participant is expected to dress appropriately as directed by the team manager and coach.
4. Respect for property of others, adherence to rules and guidelines as specified here or by the manager and coach, and observance of state and federal laws are required for participation in this program.

### **B. Discipline rules:**

1. Substance use and/or possession thereof – drugs, alcohol, and/or tobacco (by minors) may be cause for immediate dismissal from the program and may be referred to the apa grievance panel.
2. Persistent irresponsibility and disrespectful behavior may be cause for dismissal from this program.
3. Destruction of property, theft, or violation of state and federal laws may be cause for dismissal from the program.
4. Failure to comply with any and all team, or specific activity rules (curfew, dress code, attendance, schedules, etc), may be cause for disciplinary action. Persistent failure may be cause for dismissal from the program for the remainder of the current season and could affect a players, managers, or coaches future participation.
5. If dismissal from the program or an event occurs while traveling the player will be sent home immediately at the players cost or parents cost (in the case of a minor) at whatever means is most convenient for the manager. No reimbursement of program fees will be made to the dismissed player or the players family.

Ammendments:

International Tour packet:

the PDC has drafted an International Tour Packet to be used as a reference source for all international tours-inbound and outbound. It is strongly suggested that all involved persons for any tour familiarize themselves with suggested procedures for organizing and completing a Player development program tour.