Cobb Football League (CFL) Volunteer Code of Conduct

General Volunteer Requirements

All volunteers of the Cobb Football League must be able to pass a background check, both national and county. If there are any pending court cases that could impact the outcome of this background check, they must disclose this information to the CFL President for consideration before participating in any CFL sanctioned activities.

Volunteer roles include:

- Board Members, Directors, Assistant Directors
- Head Coaches, Football and Cheer
- Assistant Coaches, Football and Cheer
- Team Parents
- General Volunteers (including photographers)

All volunteers must be 14 years or older and are required to complete all compliance requirements including:

- Receiving a Clear Background Check (national and county; except minors under the age of 18 years)
- Completing and passing Concussion Training
- Completing and passing Abuse Prevention Training
- Agreeing to abide by all terms outlined in the CFL Volunteer Code of Conduct

All volunteers are required to register within the CFL Volunteer Background Check program **and** their corresponding CFL Football and/or Cheer program registration. All volunteers are subject to review and acceptance by each CFL Program's Board of Directors. Each CFL Program's Board of Directors may accept or deny a volunteer at their discretion and is responsible for informing any volunteer of their decision, whether for compliance reasons or otherwise.

All volunteers represent the Cobb Football League and are expected to act within the following guidelines:

- Be respectful to all players and parents; you are representing your participating program and the Cobb Football League
- Follow a 24-hour rule: Do not discuss any situation at practice or games until 24 hours have passed, unless the safety of a minor is at risk (parents are encouraged to follow this as well)
- Do not use foul or discriminatory language toward players and/or parents
- There is zero tolerance for any aggressive behavior toward any person (players, parents, other volunteers)
- Any violation of CFL's Code of Conduct will be grounds to remove the person from the Volunteer Role and forfeiture of their CFL Badge, and may include removal from their and their player's participation in the program

Volunteer for In-District and Out-of-District Programs

All volunteers are required to volunteer In-District of a participating CFL Program based on their physical Current Residence address. If a volunteer meets the criteria set forth in CFL's Out of District Policy, they must request approval to volunteer for a program that is not aligned to their In-District CFL Program prior to registering as a volunteer for the Out-of-District Program.

Recruiting

No volunteer is permitted to recruit other volunteers who are Out-of-District of their In-District CFL Program. Board Members, Directors, Assistant Directors and Coaches (Head/Assistant) should not recruit Out-of-District volunteers with the promise of providing their player a spot on the team. Additionally, no volunteer is permitted to recruit players who are Out-of-District of their CFL Program regardless of whether that player has an In-District CFL eligible program or not. All players are required to abide by the CFL's Out-of-District Policy on playing within the Cobb Football League.

Communications and Social Media

All digital communication through group chat(s) that include minors must include all team volunteer staff and minors' legal guardian(s) in alignment with Abuse Prevention Standards. Any face-to-face communication with a minor must have another team volunteer/legal

guardian present, a volunteer may not have a conversation in private with any minor (player or volunteer).

No volunteer is permitted to post negative comments about players, other volunteers, other teams, other programs, the CFL or officials on any public platforms, regardless of whether profiles can be viewed publicly or privately. Volunteers should not engage in written communications regarding concerns from legal guardians, volunteers and/or players; they should schedule a time when they can meet in-person or have a conversation over the phone. Volunteers may not have a phone conversation with a minor without their legal guardian(s) on the phone as well.

Substance Abuse – Zero Tolerance

The Cobb Football League has a Zero Tolerance policy for any use of tobacco/marijuana (including vaping), alcohol or illegal drugs. These drugs may not be used on the sidelines, at practice, or around players during CFL-sanctioned events. Most High Schools have a Zero Tolerance Drug Policy on school grounds. All Volunteers are required to adhere to all School regulations. Volunteers should not be impaired in anyway during their oversight of any minors and/or participation in practices, games and other CFL-sanctioned activities.

Use of Fields and other Locations

All volunteers and players should respect the fields and/or locations being used for CFL-sanctioned events and follow any rules posted and/or communicated. If any of the locations have turf for their fields, foods such as sunflowers seeds, peanuts, gum, candy, sodas, etc. should not be consumed on the turf or the surrounding areas. All volunteers and players are required to pick up all trash and use trash receptables available at the facilities, including nut shells, wrappers, water bottles, fruit peels, boxes, etc.

Sportsmanship toward Officials

All volunteers are required to be respectful toward Officials, Security, and other support Staff at all CFL-sanctioned activities. Only the Head Coach or Director on Duty may address officials regarding game calls. Any abuse toward any Official, Security or other support staff will result in immediate removal of the volunteer from that day's activity and potentially from the Cobb Football League.

Volunteer Roles & Responsibilities

Minor Volunteers (under the age of 18 years)

Minor volunteers are not required to complete a Background Check. The Head Coach for each team is responsible for reviewing each Minor Volunteer and approving their position before the Minor Volunteer can participate in any CFL sanctioned activities. All Minor Volunteers agree to have open communication with their Head Coach in advance if they are unable to attend a practice, game or other team activity. A team may have a maximum of two (2) Minor Volunteers. Minor Volunteers **cannot be left in charge** to lead a practice or game on their own without the supervision of the Head Coach or an adult Assistant Coach. Minor volunteers can not hold the position of Head Coach.

Head Coaches

Head Coaches are chosen by the CFL Programs' Board of Directors. Head Coaches will recruit and approve the volunteer staff of their team(s) and must be an adult over the age of 18 years. There is only one (1) Head Coach permitted per team. Head Coaches' responsibilities include:

- Providing clear communication about practices, expectations, game information, etc.
- Setting and sharing practice plans with Assistant Coaches and assigning roles to execute during practice/games
- Ensuring players are appropriately skilled for their assigned positions within the team
- Ensuring Player, Coach and Parent safety during practices and games
- Attending all practices and games, and if unavailable, confirming coverage through their current volunteer staff and communicating any exceptions of their attendance to the Football and/or Cheer Director
- Escalating any concerns to their CFL Program's Board of Directors

Assistant Coaches

Assistant Coaches are chosen by the Head Coaches and reviewed by the CFL Programs' Board of Directors. Each Football team may have a maximum of five (5) Assistant Coaches for Football and three (3) Assistant Coaches for Cheer. Assistance Coaches also include adults and minors. Assistant Coaches' responsibilities include:

- Sharing any communication about practices, expectations, game information, etc. when asked by the Head Coach
- Ensuring players are appropriately skilled for their assigned positions within the team
- Ensuring Player, Coach and Parent safety during practices and games
- Attending all practices and games, and if unavailable, communicating any exceptions of their attendance to their Head Coach with advanced notice
- Escalating any concerns to their CFL Program's Board of Directors

Team Parents

Team Parents are chosen by the Head Coach. Each team may have only one (1) Team Parent. Team Parent responsibilities include:

- Assisting the Head Coach with any communications as asked
- Providing, collecting, organizing and maintaining CFL Football Certification Forms (Football Only)
- Managing Team Fundraisers and Sponsorships (where applicable)
- Coordinating parent team support for items such as Chain Crews, Announcers, music, snacks, run-through banners, Breast Cancer awareness for October, etc.
- Supporting the CFL Programs' Homecoming Activities
- Planning the end of season banquet
- Escalating any concerns to their CFL Program's Board of Directors

General Volunteers - Other

CFL Programs and/or CFL Program teams may have a need for additional general volunteers. Roles of General Volunteers may include Photographers, Concession Leads, General Volunteer. Each Program may decide the appropriate need of these general volunteers to support the CFL Program. Photographers are limited to one (1) per team.

Escalations for Concerns

If any volunteer has a concern about another volunteer, player, parent or the Program, they should raise the concern directly with the Program Directors. If the concerns are with the Program Directors, the concerns can be raised to the Cobb Football League directly. Concerns should be based on facts and supporting evidence provided where feasible; they should not be based on personal opinions and/or historical experience unrelated to the activities offered by the Cobb Football League.

Required Approvals for Excluded Activities

All Coaches and Directors are required to get approval from the CFL President to host or participate in any workouts, practices/practice games or scrimmages with any team outside of the CFL **prior to any participation**. If approval is not obtained, the Cobb Football League insurance will not cover your team.

Any coaches planning on playing their team(s) in any game(s) outside of the CFL such as Born to Compete or Turkey Bowl Tournaments **will not be covered** by insurance provided by the Cobb Football League. Coaches **must** purchase a policy for your team exclusively to have the proper required coverage.