

# BC APOLLO

PLAYER / COACH / COORDINATOR / TEAMMANAGER GUIDELINES



Together, we are BC Apollo Amsterdam. We share our Apollohal with many teams. Coordinators (senior team leaders) and coaches and teammanagers play an important role representing our teams.

To ensure fair use, smooth training sessions, and a respectful environment for all, the following guidelines are set. Coaches, coordinators and teammanagers are expected to set a golden standard of behavior for their teams and work together to create a positive and well-organized atmosphere.

Changes to the guidelines below can be proposed at all times. In order for these changes to be made, both teammanagers, coaching staff and the board must understand its relevance and agree with the suggested improvement.

For all agreements on technical affairs regarding high level coaching, we refer to the BCApollo Technical Framework (under construction).

## 1. Main rules of the club

- **AT APOLLO, WE RESPECT ONE ANOTHER, OUR OPPONENTS, AND THE REFEREES**
  - **WE CREATE A POSITIVE ATMOSPHERE**
  - **WE TAKE CARE OF THE APOLLO HALL AND ITS EQUIPMENT**
  - **WE PAY ATTENTION TO OUR LANGUAGE**
  - **WE SET A GOOD EXAMPLE**
  - **AND WE ENJOY OUR BEAUTIFUL SPORT!**
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## 2. Respect and Professional Conduct

- At Apollo, players, coaches, teammanagers and coordinators **communicate respectfully and resolve conflicts directly with one another**. That means we speak openly, listen carefully, and look for solutions together.
  - At Apollo, coaches, teammanagers and coordinators **set the tone for the entire club**. That means we behave in a way that exemplifies our values. The energy and respect shown by us set the standard for the whole team, inspiring players, parents, and visitors to follow our lead.
  - At Apollo, coaches, teammanagers and coordinators **escalate issues they cannot resolve**. That means we first try to solve problems ourselves, and if necessary, bring them to the hall manager or the Apollo board instead of burdening our coaching staff.
  - At Apollo, players, coaches, teammanagers and coordinators **follow the instructions of facility managers**. That means we cooperate fully and, in case of disagreement, escalate respectfully to the Apollo board.
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### 3. Responsibility for Team Conduct

- At Apollo, coaches, teammanagers and coordinators **take responsibility for their teams' behavior** on and off the court. That means we remind players regularly of hall rules and respectful conduct.
  - At Apollo, coaches, teammanagers and coordinators **ensure that teams contribute to club tasks**. That means we work with team managers and club staff to make sure our teams help with the duties needed to run games.
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### 4. Use of Courts and Timing

- At Apollo, coaches, teammanagers and coordinators **make sure teams come prepared**. That means players arrive early enough to change and be ready to play on time.
  - At Apollo, players, coaches, teammanagers and coordinators **protect and optimise the training environment**. Players are welcomed in the gym outside of their own practice time. That means:
    - players sit calmly (no bouncing) on the sidelines while watching other teams train.
    - If players are on the court, they engage in serious individual work — ideally taking extra shots or working on specific skills.
    - Messing around, distracting ongoing practices, or using the court without a clear purpose is not allowed.
    - Players may only use free half-courts after explicit permission from the responsible coach of that time slot.
  - At Apollo, players, coaches, teammanagers and coordinators **ensure training runs on schedule**. That means we end practice on time, clear the court promptly, and avoid overlap with the next team.
  - At Apollo, players, coaches, teammanagers and coordinators **set expectations** for conduct outside the court. That means we do not tolerate disruptive behavior in hallways, changing rooms, or near other practices.
  - At Apollo, players, coaches, teammanagers and coordinators **care for the courts**. That means after each session, we make sure players clean up and leave the court directly after stretching.
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### 5. Facility Use and Care

- At Apollo, players, coaches, teammanagers and coordinators **take care of equipment**. That means we return balls, cones, and goals to their place after use and ensure storage areas remain tidy. The board takes responsibility for providing safe storage for our things
- At Apollo, coaches, teammanagers and coordinators **share responsibility for setting up and taking down courts**. That means if we coach the first game, we

ensure players (and parents) help with setup; if we coach the last game, we ensure everything is taken down and returned to storage.

- At Apollo, players, coaches, teammanagers and coordinators **respect hall rules**. That means no food or drinks on the courts (water only) and ensuring changing rooms, hallways, and the meeting spaces are always left tidy.
  - At Apollo, players, coaches, teammanagers and coordinators **encourage players to dunk hard as part of the game and official practice**. That means we love powerful dunks during practice sessions and games, where they belong.
  - At Apollo, players, coaches, teammanagers and coordinators **protect our hoops**. That means we do not allow players to have casual dunk sessions outside of practice or games, especially on low-hanging hoops, so we can preserve our materials.
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## 6. Cleaning and Maintenance

- At Apollo players, coaches, teammanagers and coordinators **make sure teams leave spaces clean**. That means we collect waste, clear benches and sidelines, and leave locker rooms ready for the next group.
  - At Apollo, coaches, teammanagers and coordinators **report problems immediately**. That means we inform the hall manager about infrastructure issues and notify the board about training materials or loose equipment.
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## 7. Cooperation Between Coaches

- At Apollo, coaches, teammanagers and coordinators **work together** to make the best use of space and time. That means we share equipment and courts fairly and agree on how to use resources.
  - At Apollo, coaches, teammanagers and coordinators **support each other** in unexpected situations. That means when there is an injury, disruption, or issue, we step in and help.
  - At Apollo, coaches, teammanagers and coordinators **act together** when correcting players. That means if we see behavior outside our guidelines, we address it immediately and inform their coach so we can correct it as a team.
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## 8. Emergency Procedures

- At Apollo, coaches, teammanagers and coordinators **put safety first**. That means we know where emergency exits, first aid kits, and hall contacts are located.
  - At Apollo, coaches, teammanagers and coordinators **act responsibly in emergencies**. That means we handle incidents calmly and report them immediately to hall management.
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## 9. Visitor Policy

- At Apollo, coaches, teammanagers and coordinators **monitor and guide parent and spectator behavior**. That means we ensure parents do not take on a coaching role, and that all visitors behave in line with club rules.
  - At Apollo, coaches, teammanagers and coordinators **protect the training environment**. That means we make sure visitors and parents do not disturb practice sessions, enter the courts or block walkways.
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By following these guidelines, Apollo players, coaches, teammanagers and coordinators ensure that our club environment remains respectful, safe, and supportive — from that foundation, we aim to nurture and develop a culture in which players, parents, and staff can enjoy basketball and grow together.

These guidelines should be repeatedly shared with club members so that both parents and players better understand their responsibility, and the roles and expectations of others. Besides coaches, teammanagers and coordinators, the BC Apollo board plays an important role in repeating this communication to everyone involved in our club.