

## Duke's Elite Handbook 2023/2024 Season

### General Player Guidelines:

- Players must understand the philosophy of the club.
- Players are reminded that they represent Duke's Elite and should behave in an appropriate manner both on and off the field.
- All players should recognize the physical demands of being an elite athlete and keep themselves always fit through a sensible nourishing diet, exercise and appropriate rest.
- Players should be punctual to all meeting times. This means arriving to training fifteen minutes before the designated time. Attendance and commitment will be a major factor with player placement.
- Players that do not show to team events jeopardize playing time and/or losing their position within the club.
- Players must understand that their commitment to Duke's Elite is a full-time commitment for the duration of the season. For most teams, the season runs from August until July.
  - Players who do not meet these expectations and commitments may be removed from Duke's Elite at the discretion of the Duke's Elite staff.
- Players should focus on execution in training sessions and matches. Respect for coaches, opponents, match officials and administrative personnel are always expected.
- Players are required to wear club-issued gear for all training sessions and matches. Adidas is our official supplier; any supplemental gear should be Adidas or non-branded if it can be seen outside your uniform or training kit.
- Jewelry must not be worn for matches or training sessions for personal safety and that of other players. The club will not accept responsibility for jewelry or valuables brought to training sessions or matches.
- If a player is unable to attend a training session or game, it is the responsibility of the player to contact the coach as far in advance as possible so that appropriate plans can be made in the player's absence.

### Athletic Performance Partnerships:

- **Titus Athletic Development Program:** Duke's Elite has access to TITUS Sports Academy to provide an annual periodized training plan where players will develop athletic strength in a variety of ways.
- **Nutrition Program:** Duke's Elite has access through TITUS Sports Academy will promote nutritional education for all Duke's Elite players and families.
- **Nemours Sports Medicine Injury Prevention Program:** Duke's Elite has access to Nemours to participate in injury prevention sessions as part of the annual periodized training plan.

## Uniforms & Equipment:

- The club's official apparel and equipment sponsor is New Balance. This relationship is critical to the success of both on and off-site programming. Players are required to wear appropriate Duke's Elite gear to each training session, game and during travel. There are no exceptions to this policy. Players are responsible for the upkeep of this gear. Please review your uniform policy for more details.

## Communication:

- The primary source of communication from the club will be through Constant Contacts & TeamSnap (must opt in). Email will be used as a follow up when necessary. For this purpose, it is very important that we have a valid Email address for each player.
- All team specific communication will be originated and forwarded by the coach.
- If a player is going to miss a training session, game or other event he/she must email the coach as far in advance as possible.
- Any cancellation of training or home games due to weather or field conditions will first be posted via TeamSnap. Text message & Constant Contacts updates will be sent as a follow up.
- We realize at times that communication must come from parent to coach outside of practice or game time. In which case we would ask that this communication is respectable and held at a reasonable hour.
- Conflict resolution – any conflict that arises within an age group should first be addressed with the age group coach. If the club needs to be involved further, the Department Director should be contacted.
- General questions regarding schedules, etc. should be directed to the Director of Operations, or the Department Director.

## Risk Management:

Duke's Elite requires background checks every five years & continuing education every year for each coach. In addition, we abide by US Lacrosse's Risk Management program. The guiding principles are as follows:

- **Player/Adult Protection Guidelines:** At Duke's Elite, we strive to provide an environment that is fun, developmentally appropriate and will help your child be the best that she/he can be. But no item is of greater concern than the safety of every player involved with our club. To that end, we want to reiterate some of our key safety policies as we begin our season. These policies are designed to protect your child. Your support of the policies is not only appreciated but necessary to ensure that we keep kids safe.
  - **Pick Up Policy:** Our coaches or a staff member are required to stay on the field until the last player has been picked up. This policy is designed to ensure your child's safety. We ask that all parents work with us to ensure your child's safety by dropping off and picking up your child on time.
    - While we understand that many parents have hectic schedules and getting to and from practices can present challenges, it is important to note that we have professional



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coaches who similarly have demanding schedules and often need to leave immediately following your child's practice.

- Should a coach need to leave the field area while children are still present, children may only be left with a staff member. In the event of an emergency involving a staff member during training or home games, player's parents will be contacted immediately.
- **Stranger Danger:** It is unfortunate, but on occasion youth sports organizations in our area have had children approached by unknown adults at both practice and game facilities. Should such an occasion occur, please err on the side of caution and report any such incidents or suspicious behavior to your coach, to us here at the club and to the police.
  - If a player is approached by a stranger, she/he should report it to a coach immediately. If you see a suspicious person please report it to the coach, to the police and to club staff immediately.
  - If for some reason you are late or your player cannot find you following the session, the player should be instructed to tell a coach on the fields and the appropriate action will be taken. Please speak with your child about these procedures and tell them not to get in a car or to leave the field area with another adult without your permission.
- **Weather Safety:** Weather may cause cancellation of outdoor practices. Upon cancellation, we will endeavor to change the training location to one of our indoor training facilities at the earliest possible time.
  - Cancellations will first be updated on our TeamSnap page with follow-up emails and texts. Our goal is to make all weather related training decisions by 3:00pm, unless otherwise noted.
  - Should there be any signs of inclement weather in the area, Duke's Elite staff will closely monitor the weather. If lightning is within an 8-mile radius of the field, all activities will be suspended. Activities may resume once 20 minutes has passed from the final lightning strike within the 8- mile radius.
  - Heat/Cold Safety Charts:





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**Temperature (°F)**

	80	82	84	86	88	90	92	94	96	98	100	102	104	106	108	110
40	80	81	83	85	88	91	94	97	101	105	109	114	119	124	130	136
45	80	82	84	87	89	93	96	100	104	109	114	119	124	130	137	
50	81	83	85	88	91	95	99	103	108	113	118	124	131	137		
55	81	84	86	89	93	97	101	106	112	117	124	130	137			
60	82	84	88	91	95	100	105	110	116	123	129	137				
65	82	85	89	93	98	103	108	114	121	128	136					
70	83	86	90	95	100	105	112	119	126	134						
75	84	88	92	97	103	109	116	124	132							
80	84	89	94	100	106	113	121	129								
85	85	90	96	102	110	117	126	135								
90	86	91	98	105	113	122	131									
95	86	93	100	108	117	127										
100	87	95	103	112	121	132										

**Likelihood of Heat Disorders with Prolonged Exposure or Strenuous Activity**

■ Caution   
 ■ Extreme Caution   
 ■ Danger   
 ■ Extreme Danger

**WIND CHILL TEMPERATURE (WCT) INDEX**  
TEMPERATURE IN DEGREES FAHRENHEIT

	40	35	30	25	20	15	10	5	0	-5	-10	-15	-20
5	36	31	25	19	13	7	1	-5	-11	-16	-22	-28	-34
10	34	27	21	15	9	3	-4	-10	-16	-22	-28	-35	-41
15	32	25	19	13	6	0	-7	-13	-19	-26	-32	-39	-45
20	30	24	17	11	4	-2	-9	-15	-22	-29	-35	-42	-48
25	29	23	16	9	3	-4	-11	-17	-24	-31	-37	-44	-51
30	28	22	15	8	1	-5	-12	-19	-26	-33	-39	-46	-53
35	28	21	14	7	0	-7	-14	-21	-27	-34	-41	-48	-55
40	27	20	13	6	-1	-8	-15	-22	-29	-36	-43	-50	-57
45	27	19	12	5	-2	-9	-16	-23	-30	-37	-44	-51	-58
50	26	19	12	4	-3	-10	-17	-24	-31	-38	-45	-52	-60

**Social Media, Electronic and Communications Policy Overview:**

- Online, social media and other electronic communication tools such as text messaging have become a prevalent and effective means of personal and professional communication and have fundamentally changed the way many people and organizations interact. This policy sets forth our expectations with respect to the use of online and social media, as well as other forms of electronic communications, by all Duke's Elite coaches, players, parents, staff and administrators.
  - The term "social media" as used in this policy encompasses a wide array of online media and communications and their scope is constantly evolving. For purposes of this policy, the terms "online media" and "social media" are to refer to internal and external websites, blogs, online social networks (e.g., Facebook, Twitter, Instagram, TikTok, LinkedIn), wikis, video and photo sharing sites (e.g., YouTube, SKYPE and Flickr), and other forms of personal online publishing and discourse. Policies regarding text messaging and individual telephonic communications are also covered by these policies.





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- Social media forums are typically public. Even when using social media for purely personal purposes, a person's public expressions might affect their professional identity and the organizational interests of Duke's Elite. Accordingly, anyone participating in social media must ensure that their participation is consistent with Duke's Elite's policies. That said, Duke's Elite fully respects the interest our employees, contractors and coaches may have in participating in online and social media on a personal basis. What our employees, contractors and coaches do outside of work on their own time is normally their own business. However, activities of Duke's Elite staff and coaches outside of work that affect the organization's reputation, the staff or coach's job performance, the safety of our players, or other Duke's Elite personnel, are within the scope of this policy.
- With these objectives in mind, all Duke's Elite staff and coaches must be familiar with and adhere to this policy, regardless of whether they personally use social media, and must share this policy with parents and players.
- **Internet and Communication Policies for Coaches:**
  - All social media communications must be public, and all communications on or through them must be public. Being "public" means no private channels. For example, private Facebook groups, direct messaging or private invitations to personal Facebook pages, invite-only YouTube channels, or Twitter direct messaging to individual players, and the like shall not be permitted between coaches and players. This enables administrators to monitor all communication and help ensure there is no inappropriate communication between coaches (including assistants and volunteers) and players. This also serves to protect coaches.
  - Coaches will abide by a "two-step" policy for all communications and activities. This means at least two Duke's Elite affiliated adults, or one Duke's Elite affiliated adult and a parent, must be included or at least "copied" on all messages to players.
  - There should be no private messages and no one-on-one direct contact through Facebook messages, Twitter, direct messaging, Skype, chats, instant messaging (including but not limited to Google Messenger, AIM, and the like) or other similar messaging features provided through social media sites. This two-step policy also applies to all activities, outings, excursions, or other meetings between an adult and a player.
  - A coach may respond to a direct inquiry from a player regarding logistics of practice times, cancellations, schedules, etc. but our coaches should strive to include another adult on messages whenever possible.
  - Coaches and team representatives should only use text messages on issues that are lacrosse related and all communications should include a parent or guardian copied on the message.
  - Staff members should not be "friends" on Facebook with a current player. If you post content on any social media site (e.g., Facebook, blog, discussion board or comment) and it has something to do with work of Duke's Elite or subjects associated with the organization or any of its members, you should include a disclaimer in substantially the following form: "The postings on this site are my own, personal views and do not represent the views or positions of the Company, its customers, or personnel."





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- When providing your contact information for personal business in social media, you should use your personal contact information such as a personal email address. You should never provide your personal contact information (e.g., personal email, phone number, home address, etc.) directly to a player unless the player's parent or guardian gives permission and the two-step policy is applied to all communications between you and that player.
- All Duke's Elite players registered with the club sign consent to use their pictures, names and likeness on social media and for promotions. Coaches and staff must obtain consent from non-registered guest players before posting video, photos or images. Failing to do so places responsibility on the poster to promptly take down or otherwise edit the posting in order to protect their privacy.
- The Duke's Elite Marketing and Communications Directors may from time to time reach out to Duke's Elite Players through direct messaging on social media as well as email to obtain videos and photographs for posting and sharing.
- **Internet Safety for Players:**
  - When online do not give out any personal information without permission from your parent or guardian.
  - Do not "friend" your coach on Facebook or other social media sites.
  - Do not participate in "one on one" conversation via email, text message, telephone, Skype, Facebook or other social media sites with your coach.
  - If your coach or any other adult sends or shows you email or any type of direct message/wall post or text message with images or words that make you feel uncomfortable, do not respond. Tell a parent or trusted adult about the message or what happened.
  - Tell a parent or guardian about any calls or texts you receive from a coach that discuss more than just lacrosse related issues.
  - If your coach or any other adult tells you to keep what's going on between the two of you secret, tell a parent or guardian immediately.
  - Be careful to whom you talk to on the Internet. If someone starts talking about subjects that make you feel uncomfortable, tell a parent or guardian. Keep in mind that a person you don't know who is trying to talk to you on the Internet could be an adult posing as a kid.
  - Pay attention if someone tells you things that don't fit together. Trust your gut. If one time an online "friend" says he/she is 12, and another time says she/he is 14. That is a warning that this person is lying and may be an adult posing as a kid.
  - Unless you talk to a parent about it first, never talk to anybody by phone or text message if you know that person only online. If someone asks you to call—even if it's collect or a toll-free, 800 number — that's a warning. That person can get your phone number this way, either from a phone bill or from caller ID.
  - Never agree to meet someone, including a coach or Duke's Elite staff member, at any place off-line in the real world, unless you have a parent's permission.
- **Internet Safety for Parents:**
  - Discuss Internet safety, and the "Internet Safety for Players," section above, with your children.





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- Let your children know that their coach, and other adults, should not communicate with them without your explicit knowledge and approval.
- Review your child's online and electronic communications as appropriate to minimize risk.
- Report any suspicious online or electronic communications to the club General Manager as soon as possible.
- If appropriate, report any suspicious online or electronic communications to the appropriate authorities as soon as possible.

## **Medical Protocol and Emergency Procedures:**

- Medical history forms and copies of insurance cards will be collected for all players prior to the beginning of the season. Families must notify the club if their player does not have health insurance.
- The majority of Duke's Elite training sessions will not be covered by athletic trainers; therefore, the coaching staff will act as the primary assessment and communication point in case of an on-field injury in these situations. If a parent is present, they will be immediately consulted. In cases where parents are not present the coaching staff will assess the situation and call in appropriate medical experts. Parents will then be notified of the situation using the emergency contact number on file.
- Duke's Elite can refer players to Nemours Sports Medicine specialists for injuries. It is imperative that you know what your insurance will and will not cover when it comes to sports injuries and what doctor referrals are required to see a specialist. Any player who has been seen by a doctor for an injury should be cleared in writing before they will be permitted to return to activity.

## **Duke's Elite Code of Conduct:**

### **Duke's Elite agrees to provide:**

- A safe environment in which the player can learn and develop without fear of failure or abuse.
- Evaluations, monitoring and support for the player.
- A structured lacrosse learning program, appropriate to the age, ability, and growth of the player.
- Trained, screened, and qualified coaching staff.
- Medical support when available.
- Educational support and guidance to ensure continued academic and personal development.
- Regular communication regarding players and programming.

### **A Duke's Elite parent agrees to:**

- Understand the philosophy and methods of the club.
- Encourage and support the player to meet targets, rules and guidelines set forth by the club.
- Support players without pressure, praise good work and refrain from criticizing or critiquing.
- Not approach any other club during the tenure of the player's registration with the club.
- Communicate any concerns to the coach at the appropriate time (24 hour cooling off period) away from the playing location and player.
- Foster an environment of respect for referees, players, coaches, and Spectators.
  - A parent or guardian understands that:





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- Duke's Elite reserves the right to suspend or terminate a player's participation if her or his parent is a persistent or extreme distraction to the learning environment of the players.
- Parents or guardians are responsible for their guest's behavior and must inform their guests of the applicable rules of conduct.

## **A Duke's Elite player agrees to:**

- Understand the philosophy and methods of the club.
- Act in an appropriate manner and not bring discredit upon the club.
- Foster an environment of respect for referees, other players, coaches, and spectators.
- Attend all required sessions, competitions, and other events punctually, behave with self-discipline and give notice and reason for any absence.
- Show respect for the property of others.
- Attend school regularly and punctually, complete school assignments and behave in a respectful manner while at school.
- Adhere to rules and guidelines as specified by club policy.
- Understand that any use of drugs or alcohol, breaking of curfew, or breaking other team travel rules will result in the player being sent home immediately at the player's expense.
- A Duke's Elite player understands that:
  - The player will be charged for equipment, apparel or travel expenses incurred as outlined in the financial guidelines.
  - He or she is making a commitment for the full year and will not be released to another club without repaying all expenses related to his participation for the seasonal year.

## **Reclassification:**

Lacrosse is following the path of many other sports with the prevalence of reclassification. Undoubtedly amplified by the Covid Pandemic, student athletes and families are making the decision to reclassify their sons and may also enroll in a post graduate year, essentially "13th" grade.

We realize that this policy may detrimentally impact existing rostered players; however, we believe as a club we must reconcile our commitment to field the absolute best possible team for each and every grade within the guidelines of tournament rules and US Lacrosse. If you feel that your son's playing time is detrimentally impacted by a reclassified player; our commitment to your family is to place your son on a Dukes Elite Team that will optimize his playing time.

Our formal policy is to allow reclassified players to play with their "new" grade if they participated the previous year on a Dukes Elite Lacrosse Team. We will include them within our family of teams and support their decision. We will NOT bring in a reclassified player from another club team that hasn't formally tried out for the club during the annual July tryouts. Players that play for another club and reclassified are invited to participate in the annual July tryouts and if offered a roster spot for their "new" grade will be accepted in the Dukes Elite family.

