

IMPORTANT INFORMATION FOR COACHES U11-U20

Any questions, comments, concerns etc can be directed to your division manager.

If it is something specific like equipment, uniforms, fields, etc. Please contact the manager for that department (see contact list)

Pre-Season to do list

1. Coaching staff
2. CRC or SDF
3. Fair play codes
4. Online courses
5. In person courses

See separate sheet for details (pre-meeting sheet you were emailed)

CATT Concussion Awareness Training Tool

It is recommended that at least one member of each team's coaching staff should complete the CATT

This can be found on our website – <https://www.rmmsa.com/resources/>

It is a good idea to redo this each year as a refresher

Softball BC handbook

You can find a digital copy here

<https://www.softball.bc.ca/content/softball-bc-handbook>

Team Name - Jersey color

Raquel our uniform manager sent an email asking for your jersey color preference and your team names.

Please let her know asap.

Equipment

Coaches are required to give an equipment deposit cheque for \$350, made out to RMMSA and post dated to Aug 1, 2026.

Issued at beginning of season, returned at the end of the season. Please return equipment bag clean and free of any garbage. If you have questions regarding the equipment provided to teams, contact Sheena

Russell equipmentmanagerrmmsa@gmail.com

Uniforms

Our uniform manager has been in contact with coaches regarding uniforms. If you have not heard from her please contact Raquel - rmmsa.house.uniforms@gmail.com

Remember that every player will need a post dated cheque.

Raquel will fill the forms out for all teams, coaches will need to collect all the cheques (**with the players name on the memo line**)

See separate uniform deposit sheet.

Volunteer Commitment Form

All house players (or players parents)U11C and up are required to perform 2 hours of volunteer service. Each player fills out a volunteer form and a post dated cheque (dated Aug 1, 2026) made out to RMMSA, with **players name on memo line**. Please collect all volunteer bond sheets and cheques, put in an envelope marked "volunteer coordinator,with team name, and division". These can be handed in to the uniform manager with your uniform deposit cheques or put in the mail slot in the uniform room door at the warehouse.

Volunteer hours are for the association - NOT for helping with the team.

Watch our social media for posts regarding volunteer opportunities

Pitching and Catching Clinics

*****TIME SENSITIVE**, they start March 9 and go for three consecutive weeks. See separate page for times and price.

Don't wait for your first meeting to mention these, add it to your introductory email as a reminder.

We have also sent this info out to all the players so they can register.

Pitchers will need catchers for their clinics. This can be a parent, coach or player (for the older divisions)

Coaches might need to help get that part set up.

<https://www.rmmsa.com/clinics/>

Calling players up to play

If you find you are short on players you are allowed to call players up from the division below.

See separate sheet "Procedure for calling players up from a lower division"

U11 ONLY modified playing rules – see separate sheet

Umpires

Bill Kazulin is our Umpire in Chief.

Any questions, comments or concerns through the season, email billkazulin@shaw.ca

Game schedules for the season

will be available at the end of March/beginning of April

All House Games start March 30, 2026

1. U7-U11 will have their season schedule start April 6. The schedule could change after April 14 due to the older team schedules.
2. U13-U20 will have exhibition games scheduled for the first 2 weeks of April.
3. LMSC & U13 interlock games will start 3rd week
4. Final schedule will be out 1 week prior (April 7)

Schedule of league events – see separate page

Rain out games or any other cancelled games

If the weather is really bad and obvious that the game will be cancelled, the coach of the Home team needs to let the other team know asap. Sometimes the association posts that the fields are closed too. If the weather is iffy, someone from the home team needs to go check the field to see if it is ok to play or not. Again, the home team needs to let the other team know if the game is on or not.

NEXT **Home team needs to contact the UIC-scheduling, Bill Kazulin billkazulin@shaw.ca or call 604-463-4205 by 5:15pm for 6:30pm games. He prefers you to send an email.

Bill has to cancel the umpire before they leave their house.

If games are to be rescheduled contact our field scheduler, Vanessa

fieldsmanagerrmmsa2025@gmail.com.

Field Practice Times

More info coming soon

Warehouse/meeting room bookings

You can use this for team meetings/practices.

You can book 1.5 hour time slots (1 per week), at no charge.

<https://www.rmmsa.com/request-warehouse-booking/>

Note that before you send an email to the scheduler, please scroll down to the calendar and check if the time slot is available.

Batting cage at Albion

Teams may book one 1.5-hour time slot per week for team bookings. Individual bookings are also permitted. When booking as an individual, please select either Side A or Side B only do not book the entire cage. Booking for teams and individuals can only be made at a maximum of two weeks prior to the date requested. Scroll down to check the availability calendar before booking

<https://www.rmmsa.com/request-albion-batting-cage/>

If you have any questions, please email jaiden.esplin1@outlook.com

Fields & Maintenance

If you find a problem with any of our fields/warehouse, or have a complaint about a field/warehouse please report it so it can be fixed.

<https://www.rmmsa.com/report-a-problem-fields/>

<https://www.rmmsa.com/report-a-problem-warehouse/>

Tournaments

If you are looking to do some extra tournaments, the softball bc website will have information on all the ones around BC.

<https://www.softball.bc.ca/content/minor-tournaments>

Report Injuries

Report the injury or incident to your division manager as soon as you can. You will also need to do the following.

Injury Incident Report form – these forms are found on the RMMSA website.

<https://www.rmmsa.com/resources/>

To be completed by a coach for any accident that occurs during games or practices. Forward report to the Division manager. If treatment is required for the above accident dental or medical, these forms are within the Injury Incident Report Form

Softball BC must be notified before 90 days expire.

Player Liaison

If you have a player who needs someone to talk to and doesn't want to go to their coach or a parent, we have a player liaison. Even if it is just about life in general. Make sure your players are aware of this resource for them.

Katie Jonas - katiejonas1622@gmail.com

Team Fundraising

Process to follow IF a team plans to do fundraising. There MUST be a team bank account set up, with 2 signing officers. The signing officers may not be the Head Coach or Spouse.

The bank will require a letter authorizing the team to do fundraising. The letter of authorization may be requested from Sally Clayton, the Director of Association Operations. salclayton@gmail.com

If a team requires a Class D License for their event they need to contact Laura Terepocki, the RMMSA Fundraising Manager, with any questions. rmmsafundraising@gmail.com

Opening Day/Team Pictures

Sunday April 12, 2026. There will be Team Pictures and exhibition games for U11-U20 teams. We try to have each team do their pictures before their game. The schedule for the day will come out just before that day - please make sure your team knows to keep this day available.

The association offers a free memory mate to each player with options to buy more. Coaches will get picture envelopes prior to or on picture day. Every player needs to fill an order form out even if they are just getting the free one.

There is also one **white sheet** in the packages that each team needs to **fill out with ALL the player names**.

Team Funds

Teams will need money for basic things like getting hats embroidered, ice packs, maybe a team wrap up etc. Decide on an amount (it should not be a large amount)

At your first team meeting, let everyone know to bring \$ to cover the basics so coaches are not paying out of pocket

First Aid Kit

All teams should have a 1st aid kit. This can be just a small one that you have on hand. Have some ice packs on hand at every game.

Duck Race Tickets

Every year the Rotary puts on the Duck Race. It is an amazing fundraiser for associations around Maple Ridge/Pitt Meadows. 80% of the funds go right back to the associations. RMMSA asks that teams sell tickets each year for the association.

Tickets will be given out to coaches on opening day at the picture tent. All the information will be with the tickets.

We are looking for someone who will head this up for the season

After you have your coaches meeting - See separate sheet

Social Media

Don't forget to follow us on our Facebook page "Ridge Meadows Minor Softball Association" and Instagram to stay up to date with what's happening. Team game schedules will be posted, field closures, events, clinics, pictures and videos.

Coaches Shirts

We are currently working on setting this up - more details to come soon

Ramp/Team Snap

More info to come