

SUCCESSFUL SPORTS PARENTING

Parents' Orientation Meeting Sample Agenda

This is a suggested agenda for parents who are brand new to your club. Perhaps they are also brand new to your sport. Remember that what seems obvious to you may not be obvious to "rookie" parents.

Date of Meeting: Location of Meeting: Time of Meeting:
Suggested length of meeting

Welcome and Introduction. 10 minutes:

- Introduce yourself, giving your full name and title (Head Coach, etc.)
- Introduce any other members of your staff who may be present. Give full names and a brief summary of the staff members' responsibilities or role on the team.
- Introduce any key volunteers who are present such as the Team President, Treasurer, etc.
- Give a brief statement of your background and qualifications.

Team Philosophy and Goals. 10 minutes:

- Briefly state what it is that your club does, giving some background and history about the team.
- Describe who owns and governs the team and its policies.
- State your goals for the season, a. For the team as a whole b. For the new athletes

Team Rules and Expectations for Athletes 15 minutes:

- Explain team rules about attendance and practice
- Explain competitions that the athletes will be involved in
- Briefly discuss disciplinary procedures

Expectations for Parents 15 minutes:

- How to communicate with the coach or coaches
- How to help the team: fundraising or volunteer commitment
- Where to go for information (team website, bulletin board, experienced parents)
- Team uniforms and equipment requirements
- How to support your child

Questions and Conclusions 10 minutes:

- Field general questions (encourage appointments or private discussion for individual concerns)
- Handouts: team rules, handbooks, schedules
- Announcement of upcoming meetings or social events

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