

**BYLAWS
PERRY COUNTY YOUTH ARCHERS**

Article I – NAME AND PURPOSE

Perry County Youth Archers shall be operated for public benefit, charitable and educational purposes, and shall also foster instruction and competition in archery. The corporation shall be operated consistent with and shall maintain a tax-exempt status in accordance with section 501(c)(3) of the Internal Revenue Code of 1986 (IRC).

Article II – OFFICES/OPERATING LOCATIONS

The principal office for Perry County Youth Archers is:

*Primary practice location shall be Perry County Archers at 382 Huckleberry Rd, New Bloomfield, PA 17068.

Article III – MISSION

To introduce, instruct, and instill archery to youth for competition, sport, and conservation in a team environment which also improves discipline, focus, and determination.

Article IV – MEMBERSHIP

Youth archers who wish to participate with Perry County Youth Archers can do so by obtaining membership separately through Perry County Archers (our primary practice location), as well as an S3DA membership and/or USA Archery membership. Currently, no separate membership fee is due to the Perry County Youth Archers for instruction. Perry County Youth Archers will re-evaluate fee structures on an annual basis. The team will encourage periodic participation in fundraising to help offset costs of operation and the cost of organizational team membership fee(s).

Article V – MEETINGS

Perry County Youth Archers will hold a monthly Board of Directors meeting which will be open to parents of registered archers and other coaches. The Board of Directors will review transactions of the month, present new business, and solicit input from parents of registered archers.

Article VI – OFFICERS AND DUTIES

Director/President

- A. The Director should preside at all regular meetings of the Perry County Youth Archers, maintain order, and enforce the By-Laws and Code of Conduct. She shall, whenever in his/her judgement deem it advisable, to order a special meeting, she shall be an ex-officio member of all committees, appoint officers when necessary to fill any unexpired terms.

Assistant Director

- A. The Assistant Director should be present at all meetings. During the absence of the Director, He/She shall perform his/her duties.

Director of Finance

- A. The Director of Finance shall receive/manage all money/investments belonging to Perry County Youth Archers, including deposits, transfers, and withdraws. He/She shall keep an accurate and regular account of all receipts and payments to all money in a book to be provided for that purpose, such accounts are to be submitted to the inspection of the club whenever requested or at a regular meeting. He/She shall report to the club the balance on hand as of the last day of the previous month. The report is to be made at each regular meeting. He/She shall provide the financial statements to a accountant annually to file taxes and do an audit. The findings shall be provided to the membership.

Director of Communication

- A. The Director of Communication shall record all minutes of all regular and special meetings and give a complete account to the membership at the following meeting. He/She shall be responsible for all correspondence in connection with activities and fundraisers of the club.

Article VII – COACHING

All Perry County Youth Archers Coaches undergo a coaches certification class and complete background screening as well as a Safe Sport certification. Safe Sport Training encompasses Sexual Misconduct Awareness and Education, Mandatory Reporting, and Physical and Emotional Misconduct (including bullying, hazing, and harassment).

Perry County Youth Archers coaches will provide good supervision, maintain a safe environment, observe precautions to ensure a secure environment that prevents opportunities for abuse. Our policy includes:

- A. Prohibition of secluded one-on-one contact between archers and coaches
- B. Prohibition of inappropriate use of electronics
- C. Zero Tolerance policy for abuse (sexual, physical, and emotional), hazing, and bullying

If a coach suspects policies have been violated or receives a report of a violation, they shall, ensure the youth is in a safe environment and notify the head coach or a member of the Board. In the event of sexual or violent abuse, 911 will be called immediately and a report will be filed. All Safe Sport reports will be filed within 24 hours.

Article VIII – CODE OF CONDUCT

ALL ARCHERS AND PARENTS MUST REVIEW AND AGREE TO CODE OF CONDUCT ANNUALLY

General Team Expectations

Archers, parents, and coaches are expected to abide by the code of conduct, always treat one another with kindness and respect, and set the example for sportsmanship! This is a non-profit organization run by volunteers with the goal of teaching archery and conservation and providing a team environment for the youth to experience a sense of community and support. Any concerns or complaints must be reported directly to the head coach immediately! Any and all team-related incidents or reports of unsportsmanlike conduct or other issues will be taken to the Board for review and discussion and adhere to the following steps on a case-by-case basis:

- A. **First Incident**. The head coach will address concerns with the parent/guardian via phone or in person. The incident, issue or concern will be addressed and expectations for change outlined. Consequences for any future infractions may be defined which include, but are not limited to, dismissal from practice, suspension from practice, suspension from competition, or dismissal from the team. A follow-up email/written communication will be provided to reiterate expectations.
- B. **Second Incident**. The head coach will have a meeting with the archer and his/her parent/guardian and another member of the Board. The issue will be addressed with expectations for change outlined. Consequences for this and any future infractions may be defined and/or imposed. Consequences include, but are not limited to, dismissal from practice, suspension from practice, suspension from competition, or dismissal from the team. A follow-up email/written communication will be provided to summarize the expectations and or consequences discussed/imposed.
- C. **Third Incident**. The head coach will have a meeting with the archer and his/her parent/guardian and the Board. The issue will be addressed, and consequences will be imposed, including but not limited to suspension from practice and/or competition, removal from the team for the remainder of the season, or permanent removal from the team. A follow-up email/written communication will be provided to summarize the expectations and or consequences discussed/imposed.

Dress Code (directly from S3DA Rule Book)- will be enforced at practices as well!

***applies to archers, coaches, team managers, media, officials, agents**

- A. Shorts and skirts must be mid-thigh length while standing normally.
- B. Cut-off jeans are prohibited.
- C. Male and female shooters are required to wear upper garments covering the front and back of the body and covering the midriff when at full draw.
- D. Participants must wear collared club or team issued competition clothing which may include team issued t-shirts with team names. Manufacturer jerseys do not count as team issued competition clothing.

- E. Tank tops are not allowed.
- F. Due to safety considerations it is required that shooters wear shoes that fully cover the entire foot. A single strap around the back of the foot does not meet this requirement. Bare feet, open-toed sandals or flip-flops are not allowed while competing on the ranges. Shoes should not have perforations/holes that would allow an arrow to have direct contact with the foot.
- G. At no time will any shooters, guests or spectators wear any article bearing any image or language to be considered vulgar or offensive. If they do not have an alternative shirt, they will be required to turn the offensive shirt inside out if they wish to remain on the premises or they will be required to leave. Compliance with this rule will be determined by the Tournament Director and the Event Committee.

Practice Policies

- A. All archers should be ready for practice 5-10 minutes prior to the start time.
- B. Archers are responsible for their own equipment throughout practice, bows must be cared for properly and placed in appropriate and safe locations when not in use.
- C. Archers are NOT to touch any other archer's equipment!
- D. Parents, unless assisting in a coach or bale helper capacity, please keep interaction with archers to a minimum when they are practicing and/or competing and abide by all spectator lines. Encourage your archers to stay on the line and interact with their bale mates and share their success and stories with you later, after the shoot.
- E. If you have a concern with your archer at any point, please contact the head coach to discuss.
- F. Each archer must attend at least 3 practices per month during the team's active season (December through March). Any situation that would prevent this, must be discussed with the coach.

Competition Policies

- A. Stay current with the S3DA and/or USA Archery JOAD National Rule Books!!! The coaches help prepare the youth archers as much as possible, but it is good to go over the rule book with your archers as well.
- B. Competition is optional!
- C. Archers who wish to compete must be present for at least three practices prior to their first event
- D. Registration for all events typically closes one week prior to the event in Sport 80. If a Regional Event deadline is missed and you are registered for another Regional event, do not ask to be added to the missed event. If your archer(s) have not competed in a regional event for the discipline/event, reach out to the head coach to see if they can be added, do NOT go to the shoot organizer.
- E. Each archer is required to compete in one Regional event to be eligible for the State event for each discipline.
- F. Archers must compete in the state event to be eligible for the National event of that discipline.

Competition Spectator Policies

- A. Providing verbal information or coaching a shooter is strictly prohibited while that shooter is on the stake or shooting line during 3D competitions. Coaching is allowed in both Indoor and Outdoor Target competitions (with the exception of elimination or shoot down rounds) as long as it's not disruptive to other archers. Reminder, this is coaching from the COACHES ONLY! Spectators should NOT coach from the spectator line at any time.
- B. Spectators and guests are to conduct conversations in a manner that is not disruptive to archers.
- C. All cell phones and electronic devices are to be silenced to avoid disturbing the competitors.
- D. Perry County Archers policy is NO pets at practices or competitions.
- E. Video and digital image camera photography is allowed from behind the shooting line/stake. In the case of the working press or a film production crew, permission must be obtained by the tournament director.
- F. Profanity and/or verbal abuse by adults will result in the immediate dismissal from the team.

Consent to media and use of photos/video

- A. Perry County Youth Archers may use your child's name and/or photo to post in newspapers and/or on social media.
- B. Coaches may use video to assist in training practices, typically to allow the archer to see what they are doing during the shot process.
- C. **If you do NOT wish to allow consent** to use your child's name and/or photo, as well as video for training purposes only, please SIGN HERE:_____.

RELEASE STATEMENT

I hereby have reviewed these by-laws and code of conduct and agree to the conditions as outlined.

ARCHERS NAME: _____ ARCHER INITIALS: _____

ARCHERS NAME: _____ ARCHER INITIALS: _____

ARCHERS NAME: _____ ARCHER INITIALS: _____

PARENT SIGNATURE: _____ DATE: _____

PARENT SIGNATURE: _____ DATE: _____