

# **Seminole County Recreation Department**

## **Policy and Procedures**

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### **OBJECTIVES**

#### **Notice of Objectives of Seminole County Recreation Department Staff**

##### **Introduction**

**This “Notice of Objectives” is an intra-departmental notice to employees/staff who work within the Seminole County Recreation Department. It is intended to provide basic objectives to staff and is not intended to alter policy and procedures set out in the Employee Manual of the County of Seminole. If there is any conflict between this notice and the policy and procedure manual applicable to all County employees, the manual applicable to all employees shall govern.**

**The recreation department is the base for a year-round recreation program. The director and his/her staff are primarily responsible for accomplishing the recreation program, athletic events and its facilities. To be effective, the recreation staff must be thoroughly**

committed to the public, which they serve. They must have a real interest in their community and be knowledgeable about the community's interest, problems and needs.

The recreation staff members are most effective when they are devoted and dedicated to active and positive leadership rather than a passive approach to programming. The staff should strive to provide a program of diversified activities with effective leadership for their community.

## **I. OBJECTIVES**

In considering the individual recreation complex entity, the following are adequate objectives of which the department staff should be ever mindful:

1. To develop creativity in the community.
2. To develop athletic prowess through instruction of basic game skills.
3. To create an atmosphere conducive to adult recreation, as well as for the young.
4. To instill ideals of good sportsmanship, fair play and the rewards of participation.
5. To develop the best possible public relations between the department and the community.
6. To promote the best of good manners and social grace.
7. To keep the entire recreation facilities clean and in proper order so that it will offer aesthetic value to the community.
8. To develop a well-rounded and effective schedule of recreation opportunities for all ages, both sexes, and with regard to accessibility for all disabilities.
9. To maintain a hazard-free complex for recreation.
10. Maintain passing grades.

When considering the total function of the Seminole County Recreation Department as a public agency in relation to the entire County, the objectives of the department could be incorporated into a statement similar to the following.

To provide a well-rounded recreation program conducted in safe, clean and attractive environments. This program should be geared to reach all citizens without regard to race, color, sex, age, or disability.

To further qualify this general objective, the term “recreation” should be defined. George D. Butler defines “recreation” in his book, Introduction to Community Recreation, as any form of experience or activity in which an individual engages from choice because of the personal enjoyment and satisfaction which it brings directly to him.”

Satisfactions which people seek through recreation, according to Butler, include the joy of creation, fellowship, adventure, a sense of achievement, physical well-being; use mental powers, emotional experiences, enjoyment of beauty, a sense of service and relaxation.

Recreation activities may be classified in categories similar to the following:

1. Active Games and Sports
2. Social Activities
3. Service Activities
4. Nature and Outings

## II. POLICIES

After establishing objectives for the parks and recreation department, the next step is to determine policies; the rules by which one strives to reach these objectives.

The Seminole County Recreation Department sets policies governing recreation. These policies may be categorized in the following classifications:

1. Program
2. Facilities

### A. PROGRAM

1. It is a policy of the Seminole County Recreation Department to carry out a well-balanced and well-planned program. Each activity should be carried through to a satisfying culmination with the guidelines and rules remaining consistent throughout the activities entirety.

2. Emphasis should be placed on meeting the needs of the entire County of Seminole and secondly the surrounding outside communities.

3. The recreation department is required to have a Program Coordinator to make plans for all seasonal programs and special events held.

4. Staff should endeavor to formulate a consistent set of rules/guidelines prior to all County-wide events where such rules/guidelines have not formerly been established. These rules/guidelines will be set so that ample time will be given to all participants.
5. Program activities are planned annually. This eliminates overlap in major sport programs and other activities.
6. A request for a private rental affair can only be booked when and where it will not interfere with scheduled program activities.
7. Upon completion and approval, the program for the recreation center must be publicized so that the community will be aware of the recreational opportunities offered.

**B. FACILITIES**

1. The Seminole County Recreation Department keeps all its facilities safe, clean and attractive.
2. Seminole County Recreation Department operates under the Facility Regulations approved by the County of Seminole and those which have been implemented intra-department.

These regulations are:

- a. The playgrounds, parks, ball fields, gymnasium, recreation center coming under the jurisdiction of the Parks and Recreation Department are intended for the use of the citizens of Seminole County.
  - b. The Seminole County Recreation Department operates under the laws of the State of Georgia, and the City of Donalsonville and use of the facilities must comply with said laws except where they may conflict with Federal laws or Federal Court Injunction with which the Seminole County Recreation Department must comply.
  - c. The use of any facility and payment thereof must be on as is basis.
3. Any duly classified non-profit, volunteer service group wishing to meet in the recreation center during regular open hours may do so without charge if they do not wish to reserve a particular room and will use those facilities which are available at the time of the meeting. This arrangement does not guarantee the service group a place to meet if on occasion all the facilities in the center are in use for program activities and reservations. If the service group wishes to have guaranteed room, they will have to pay the usual charge for a reservation. (Service groups include Scouts, charitable clubs, etc.)
  4. When booking private reservations, the Program Director must keep these reservations within the limit of the facilities available at the center. No reservation should

extend past a total of four hours. If a reservation is to extend past of four hours, renter must be charged a per hour rate for the additional time. A Facility Reservation Form must be filled out for all rentals and approved before the event is to take place.

5. The Recreational Director is responsible for reserving the outside barbecue shelter, pavilion and picnic tables throughout the sports complex. All athletic facilities must be reserved through the \_\_\_\_\_. A request for the athletic facilities must be made, in writing, to the Recreation Department, at \_\_\_\_\_. All charges are established by the Seminole County Recreation Department and approved by the County Council or within the department.

6. When renting any Seminole County Recreation facility, if required, the rental attendant is to assure that County property and equipment is protected; to open and close the facility; to assist the renting organization in building information; to make emergency phone calls; to make final fire check; and to assist with parking and crowd control

7. All rental groups are held responsible for clean-up and removal of all non-departmental property. This includes wiping counters and appliances, sweeping and mopping, removing decorations and trash, and replacing Center equipment to its original location. The rental attendant is responsible for enforcing this policy and conducting an inspection before renter leaves.

8. Cancellation- Staff must inform prospective groups that a 48 hour cancellation notice is required to receive a full refund. If the renting party fails to give a 48-hour cancellation notice, the monies collected for the rental will be retained by the Seminole County Recreation Department. All refunds will be subject to Director Approval.

9. Any and all Monies collected for rentals paid in advance at time of booking, registration, etc. will be paid in full in advance and must be receipted in the proper receipt book provided by the Seminole County Recreation Department.

10. Absolutely no gambling of any kind, alcoholic beverages, tobacco products usage, drugs or weapons will be permitted in any Recreation facility.

11. The Recreation Director retains the right to waive any or all parts of this policy. with board approval.

#### **Reservation Procedures:**

1. Parties interested in reserving a park facility must complete a Field /Facility Reservation Form at the Recreation Department. Requests will be classified and handled on an availability basis with the following categories:

**Category I:** Programs and activities of the Seminole County Recreation Department will receive priority use of any and all facilities. Additionally, Seminole County High

School will receive priority use of seasonal athletic facilities after the facility request form for each season is completed and approved by the Director of Recreation.

**Category II:** Any non-profit group, organization wishing to use an outdoor athletic field, which is available at time of request, may do so without charge. Also, any tournament team whose majorities of the team members are participating in the department's athletic program may reserve a field without charge. Note: This request can only be scheduled 24 hours prior to facility usage. This arrangement does not guarantee the field to be available on the date or time requested if on occasion all the facilities are in use for program activities or paid reservations.

**Category III:** Any other group or organization not affiliated with the department must pay a field usage fee, and reservation forms must be turned in to the department no later than two weeks prior to requested date. The Recreation Director must approve all reservations and rental fees are due at time of authorization.

All athletic programs have first priority on the use of ball fields/facilities. Any other interested individual/groups must complete a facility reservation form and it must be approved before any use of facilities.

## **RENTAL AND REGISTRATION FEES**

### **Seminole County Recreation Department Rental Fees**

<u>Rental-by the hour</u>	<u>Location(s)</u>	<u>First 4 hours</u>	<u>Additional Hours</u>	<u>Refundable Deposit (additional)</u>	<u>Attendant Required</u>	<u>Security Required</u>
		\$50	\$10	\$25	TBD	
		\$35	\$10	\$25	TBD	
Rambeau Gymnasium-athletic use only	Brunson Street	½ day- \$140  All day- \$280	\$20/hour	\$50		
Park Pavilion	Recreation Complex	2 hrs min.-  \$20/hr.	\$200/day	\$50		
Tennis Courts	Donaldson Park	NC				

TBD-To Be Determined on an individual reservation basis

	<u>Location(s)</u>	<u>Per Field Per Day</u>		<u>Refundable Deposit (additional)</u>	<u>Attendant Required</u>	<u>Security Required</u>
Recreation Center Fields  # 1 & 2		\$150		\$50	Yes  \$10/hourly	
<u>Ball Fields rental Usage</u>	<u>Location</u>	<u>Rental by the Hour</u>	<u>Rental by the Hour</u>			

<u>Fee is per field/per hour</u>		<u>(Practice)</u>	<u>(games)</u>			

**Seminole County Recreation Registration Fees**

	<b>First Child</b>	<b>Each Additional Child</b>	<b>Team</b>
<b>Youth Sports</b>	<b>\$35</b>	<b>\$25</b>	<b>--</b>
<b>Adult Sports</b>	<b>--</b>	<b>--</b>	<b>\$300</b>
<b>Church Youth</b>	<b>--</b>	<b>--</b>	<b>\$225</b>

**TBD-To Be Determined** on an individual reservation basis

**SEMINOLE COUNTY RECREATION DEPARTMENT**

**FACILITY RENTAL CONTRACT**

This contract between Seminole County and \_\_\_\_\_ enables the Organization to reserve space at the Following Recreation facility on dates and times specified below:

SPACE(S) RESERVED FOR USE: \_\_\_\_\_

SPACE(S) TO BE USED FOR: \_\_\_\_\_

TIME OF RENTAL: FROM \_\_\_\_\_ TO \_\_\_\_\_ DATE: \_\_\_\_\_

SET-UP TIME (if any): FROM \_\_\_\_\_ TO \_\_\_\_\_ DATE: \_\_\_\_\_

NUMBER OF PERSONS IN ACTIVITY: \_\_\_\_\_ AGE RANGE: \_\_\_\_\_

EQUIPMENT TO BE USED: \_\_\_\_\_

FOOD TO BE SERVED: \_\_\_ YES \_\_\_ NO

.....

The following fees have been received by the Department:

Rental fee.....\$ \_\_\_\_\_

Extra Hours...\$ \_\_\_\_\_ (# hours x \$ \_\_\_\_\_ per hour)

Clean-up Fee \$ \_\_\_\_\_

Security...\$ \_\_\_\_\_ (# hours x \$ \_\_\_\_\_ per hour)

Other Charges..\$ \_\_\_\_\_

**TOTAL DUE \$ \_\_\_\_\_**

AMOUNT PAID... ..\$ \_\_\_\_\_ DATE PAID \_\_\_\_\_ RECIEPT # \_\_\_\_\_

BALANCE DUE \$ \_\_\_\_\_ DATE DUE \_\_\_\_\_

BALANCE PAID.....\$ \_\_\_\_\_ DATE PAID \_\_\_\_\_ RECIEPT # \_\_\_\_\_

Name of person in charge of activity (must be 21 years of age or older):

Name: \_\_\_\_\_ Home Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Work Phone: \_\_\_\_\_

If different from above, provide name and address of person to whom refundable fees are to be returned:

\_\_\_\_\_

Refund Amount (if any): \$ \_\_\_\_\_ Date: \_\_\_\_\_ Staff Initials: \_\_\_\_\_

Damage Fee (if any): \$ \_\_\_\_\_ Date: \_\_\_\_\_ Staff Initials: \_\_\_\_\_

**SEMINOLE COUNTY RECREATION DEPARTMENT**

**RAMBEAU GYMNASIUM RESERVATION CONTRACT**

This contract between the City of Donalsonville (LESSOR), and \_\_\_\_\_ (LESSEE) entered into this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, enables the LESSEE to reserve the gymnasium.

A. The following usage fees have been received by the Seminole County Recreation Department:

Rental fee  2  hours x \$20.00 per hour= \$140.00-1/2 day \$280.00/full day

Attendant's fee \_\_\_\_\_ hours x per hour, if required =\$ \_\_\_\_\_

TOTAL =\$ \_\_\_\_\_

B. 1. Gymnasium to use for \_\_\_\_\_

2. Number of persons in activity \_\_\_\_\_

3. Age group to be served \_\_\_\_\_

4. Time of use: FROM \_\_\_\_\_ TO \_\_\_\_\_ ON \_\_\_\_\_

C. Equipment and materials to be used \_\_\_\_\_

D. Name of person in charge of activity (must be 21 years of age or older):

Name \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

**E. CONDITIONS OF RESERVATION CONTRACT**

1. No tobacco usage, alcoholic beverages, drugs, weapons or gambling are allowed.

2. All groups are responsible for set up and breakdown of chairs and tables, as well as for clean up for their space before leaving.

3. If you cannot have your event on the date or time reserved, you should contact the Recreation Department at least 48 hours in advance.

4. The County reserves the right to preempt use of space(s). Should such occasion arise, efforts will be made to provide an acceptable alternative location, time, date, or refund.

5. Violation of any of these terms will result in suspension of your contract with no refund of rental fee.

6. Gymnasium must be used for the purposes of athletic events and indoor games. All other rentals must complete a Facility Rental Contract.

7. LESSEE must follow rules and regulations applicable to facility, which are published, separately from this agreement. LESSEE acknowledges receipt of said rules and agrees to abide by them.

8. LESSEE agrees to save, defend, and hold harmless the County of Seminole, its agents and employees from any and all claims for damage for bodily injury (including death) and property damage arising from LESSEE's use or occupancy of any County of Seminole property or activity conducted by LESSEE on that property.

\_\_\_\_\_  
Signature of Authority Requesting Use

\_\_\_\_\_  
Signature of Facility Supervisor

\_\_\_\_\_  
Date Entered into Contract

**CONDITIONS OF RESERVATION CONTRACT**

1. If you cannot have your activity on the date or time indicated in this contract, you should contact the Recreation Department. Such notification must be provided no later than 48 hours prior to scheduled opening time of the event. All fees will be returned, provided this regulation has been followed.

2. In order to guarantee confirmation of rental, all fees must be paid in full at the signing of the contract and at least two weeks prior to rental date. If attendant is not required, keys may be obtained the last business day prior to reservation at the Administrative Office.

3. All youth must be adequately and properly chaperoned by responsible adults (age 21 and over) at the rate of one (1) chaperon per ten (10) youth. (List names, addresses and phone numbers of chaperons).

**4. NO ALCOHOLIC BEVERAGES OF ANY KIND ARE ALLOWED ON ANY SEMINOLE COUNTY RECREATION FACILITY. NO TOBACCO USE IS ALLOWED IN ANY COUNTY RECREATION FACILITY.**

5. Person requesting use agrees to remain until all parties have left the facility, furniture and equipment have been returned to their original place.

6. LESSEE agrees to save, defend, and hold harmless the County of Seminole, and its agents/employees from any and all claims for damages for injury (including death) and property damages arising from Lessee's use of occupancy of any County of Seminole property or any activity conducted by LESSEE on that property.

7. If any damages occur during rental, the person signing contract (LESSEE) will be responsible for paying for those damages. **Facilities are to be left clean upon completion of the rental. This includes wiping counters and appliances, removing decorations, and trash. The Recreation Dept. will not be held responsible for any items left on the grounds by the renter, or renter's guest.**

8. Music is allowed for rentals. However, renter is asked to maintain a moderate volume during the rental that is in compliance with the City's Noise Ordinance and out of consideration or the residents of the neighborhood nearest the Facility.

9. Violation of any of the contract's terms will result in the suspension of privileges to use any County of Seminole Recreation facility, as well as loss of fees in some cases.

10. The Seminole County Recreation reserves the right to cancel the reservation by written notice prior to the event and in the event of unforeseen occurrences that either prohibit the use of the facility or require priority of use for County affairs. Fees are also subject to change.

11. Any money due to renter will be returned by mail upon completion of the terms of this contract to the person named above. These monies should be received two weeks after rental date.

12. Non-profit groups or organizations are responsible for the use of facility and will be responsible for payment of the security deposit.

13. I have read and agree to the "Lessee's responsibilities" as set out in the attached document.

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Signature of Person Requesting Use      Date Entered into Contract      Signature of Facility Supervisor

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Receipt Number

## **Emergency Contact Number (indicate rental site)**

### **Help Keep Our Recreation Facility Clean**

#### **LESSEE Responsibilities**

##### **Indoor Rentals**

- Clean tables and counters.
- Put away all tables and chairs.
- Clean kitchen.
- Vacuum carpet and sweep floors.
- Spot mop and clean up any spills.
- Do not leave behind any food items, decorations or dirty diapers. Pull trash bags and place in green dumpster located outside the facility.

Do not attach/tape decorations to painted walls.

- Replace trash bags in trash cans.
- Do not attach balloons or strings to ceiling fans.

##### **Outdoor Rentals**

- Balloons used for decorations must be taken home. Do not burst.
- Do not attach balloons or strings to ceiling fans.
- Water balloon games are not allowed. Balloon pieces create dangerous litter.
- Place all trash in proper trash receptacles.

## **ETHICS**

### ***Notice to All Participants, Parents/Care Givers and Coaches***

*The following contains various codes of ethics that participants should follow if they participate, either as a player or coach involved in any athletic programs sanctioned or sponsored by the County of Seminole Recreation Department. You must read and agree to follow these codes of ethics in order to participate, or have a child/ward participate, in the Recreation Department programs. By registering a child/ward for Recreation Department athletic programs, the parents/care givers impliedly consent to abide by these rules/codes of ethics. These rules/codes of ethics are not meant to be an exhaustive list of required and acceptable behavior. The Seminole County employees and Recreation Department staff have the right to temporarily suspend or permanently terminate any player, coach or parents' participation in Recreation Department activities for inappropriate or wrongful conduct in the course of any program.*

## **PLAYERS' CODE OF ETHICS**

*Coaches and parents have a responsibility to provide the best possible experience for the youth in sports programs. However, the players also have certain responsibilities related to their participation. The Players' Code of Ethics should be read and kept by each participant.*

*I hereby pledge to be positive about my youth sports experience and accept responsibility for my participation by following this Players' Code of Ethics Pledge.*

*I will encourage good sportsmanship from fellow players, coaches, officials and parents at every game and practice by demonstrating good sportsmanship.*

*I will attend every practice and game that I can, and will notify my coach if I cannot.*

*I will do my very best to listen and learn from my coaches.*

*I will treat my coaches, other players, officials and fans with respect regardless of race, sex, creed or abilities and I will expect to be treated accordingly.*

*I deserve to have fun during my sports experience and will alert parents or coaches if it stops being fun!*

*I will encourage my parents to be involved with my team in some capacity because it is important to me.*

*I will do my very best in school.*

*I will remember that sports are an opportunity to learn and have fun.*

*I will follow the rules and regulations applicable to whatever program I am participating in, including, those rules and regulations which may be applicable to any building, field, court or gym where the program takes place.*

#### **PARENTS' CODE OF ETHICS**

*I hereby pledge to provide positive support, care and encouragement for my child participating in youth sports by following this Parents' Code of Ethics Pledge.*

*I will encourage good sportsmanship by demonstrating positive support for all players, coaches and officials at every game, practice or to the youth sports events.*

*I will place the emotional and physical well being of my child ahead of a personal desire to win.*

*I will help assist my child to play in a safe and healthy environment by making sure he/she does not wear any clothing/jewelry, which may pose a risk of injury to my child or any other participant.*

*I will support coaches and officials working with my child, in order to encourage a positive and enjoyable experience for all.*

*I will demand that my child is free of drugs, absolutely no tobacco, and alcohol, and will refrain from their use at all youth sports events.*

*I will, as a parent, not use any tobacco, drugs, or alcohol at any sporting event.*

*I will remember that the game is for the youth not for adults.*

*I will do my very best to make youth sports fun for my child.*

*I, as a parent, agree to use no foul language of any form during youth sporting events.*

*I will ask my child to treat other players, coaches, fans and officials with respect regardless of race, sex, color, creed, or ability.*

*I promise to help my child enjoy the youth sports experience by doing whatever I can, such as always being a respectful fan, and assisting with coaching or providing transportation when I can.*

*I will instruct my child that being a good sport means he/she must never fight with other participants or use abusive or inappropriate language during athletic programs.*

*I will instruct my child to follow the rules and regulations applicable to whatever program he/she is participating in and to instruct my child to follow those rules and regulations which may be applicable to any building, field, court or gym where the program takes place. I also agree to abide by all rules and regulations applicable to specific venue where my child's program takes place.*

## **COACHES' CODE OF ETHICS**

*As a volunteer coach in any Seminole County Recreation Department athletic program, I will pledge as follows:*

*I will use absolutely no drugs, alcohol or tobacco.*

*I will place the emotional and physical well-being of my players ahead of a personal desire to win.*

*I will use no foul language of any form during any sporting events.*

*I will treat each player as an individual, remembering the large range of emotional and physical development for the same age group.*

*I will do my best to provide a safe playing situation for my players.*

*I will promise to review and practice basic first aid principles needed to treat injuries of my players.*

*I will do my best to organize practices that are fun and challenging for all my players.*

*I will lead by example in demonstrating fair play and sportsmanship to all my players and players of opposing teams.*

*I will provide a sports environment for my team that is free of drugs, tobacco, and alcohol, and I will refrain from their use at all youth sports events.*

*I will be knowledgeable in the rules of each sport that I coach, and I will teach these rules to my players.*

*I will use those coaching techniques appropriate for all of the skills that I teach.*

*I will remember that I am a youth sports coach, and that the game is for children and not adults.*

*I will follow other rules and regulations which may be applicable to specific athletic programs which I am coaching and the rules and regulations for the building, field, court or gym where I am coaching.*

## **RULES**

### **Rules and Regulations of the Seminole County Recreation Parks and other Recreational and Athletic Facilities**

*The following rules and regulations apply to the County of Seminole parks and other recreational and athletic facilities. These rules and regulations must be observed but they are not meant to be an exhaustive list of every possible permitted or prohibited activity. Applicable law, including, but not necessarily limited to, city ordinance and state and federal law, may provide additional regulations. Also, there may exist additional rules and regulations, which may be applicable to a specific recreational venue.*

#### **County Owned Park Facilities Rules**

*The County of Seminole Park Facilities are for the public's enjoyment, relaxation, and family fun so please follow all park rules. Anyone disobeying park rules will be asked to leave by city authorities and the city reserves the right to take more formal action if necessary.*

- *Park hours shall be posted at the individual park facilities.*
- *Be courteous to others.*
- *Protect the wildlife by staying clear of animals which inhabit the park.*
- *Put all trash in the containers provided.*

- *Clean park grills after use.*
- *The playground is designed for children 2-12 years, with adult supervision recommended. Parents must be aware that all play is at their own risk!*
- *No alcohol, tobacco, drugs, or profanity is allowed.*
- *No glass containers allowed.*
- *No tobacco usage of any form in the playground area.*
- *No motorized vehicles allowed outside designated parking areas.*
- *No fireworks.*
- *NO Pets except seeing eye dogs*
- *Bicycles & skate boards are not allowed on walking track.*
- *To reserve the pavilion and picnic tables, please call the Seminole County Recreation Department. If it is not reserved, it is first come, first served.*
- *There shall be no begging or soliciting within any park or recreation area.*
- *There shall be no propelled or flying objects, including but not limited to, model airplanes, rockets, horseshoes, arrows, golf balls or rocks unless in a designated area with the permission of the director.*
- *No soliciting of any kind shall be allowed.*
- *No weapons*
- *Clothes should be worn at waistline with no under garments showing.*

*This list is not meant to be an exhaustive list of prohibited or permitted activities. The County of Seminole reserves the right, as determined by its employees and the staff of the Recreation Department, to terminate or suspend any person from the premises at any time for wrongful conduct as stated above or otherwise.*

### **Important Phone Numbers**

<b>Emergency</b>	<b>911</b>
<b>Police Department</b>	City(524-2175)      County (524-5115)
<b>Fire Department</b>	County (524-8634) City (524-2116)
<b>Parks and Recreation Department</b>	<b>(524-2890)</b>

**THANK YOU AND HAVE A NICE DAY AT THE PARK**

*Athletic Field Rules*

*We ask your cooperation and compliance with the following rules related to the County of Seminole athletic fields. Your use of the athletic fields means that you voluntarily consent to abide by the following;*

- *NO Pets, Scooters, Bicycles, Skates or Skateboards*
- *NO Profanity*
- *NO Tobacco Products Allowed*
- *NO Glass Containers*
- *NO Alcoholic Beverages*
- *NO “Soft Toss” on Fences*
- *NO Climbing Fences*
- *Place all trash in receptacles.*
- *Only players, coaches and umpires/referees are allowed on the field or in the dugouts.*
- *Adult supervision of all children is suggested.*
- *All participants and spectators are expected to be on their best behavior at all times.*
- *Participants and spectators assume all risk of injury, damage, or loss sustained on the premises.*
- *Proper conduct is expected. Participants or spectators not complying will be asked to leave, and the County reserves the right to pursue more formal action if necessary.*
- *No weapons.*

*This list is not meant to be an exhaustive list of prohibited or permitted activities. The County of Seminole reserves the right as determined by its employees and the staff of the Recreation Department, to terminate or suspend any person’s use of any athletic field at any time for wrongful conduct as stated above or otherwise.*

#### ***Seminole County Recreation Department Tennis Court Rules***

*We ask your cooperation and compliance with the following rules related to the County of Seminole tennis courts. Your use of the tennis courts mean that you voluntarily consent to abide by the following:*

- *One-hour time limit, while others are waiting.*
- *Tennis shoes are the only shoes allowed on court.*
- *No skateboards, bicycles, or other wheeled objects on courts.*
- *Only persons playing may be allowed in fenced area.*
- *No profanity, abusive behavior or racket throwing.*
- *No food or drinks are allowed in fenced area.*
- *No tobacco products of any kind are allowed on the premises.*
- *Shoes must be wiped off before entering court area.*
- *Do not sit or lean on nets.*
- *Tennis courts are for playing tennis only.*
- *(No baseballs/softballs inside fence)*

- *Please help to keep these courts clean by placing all trash in receptacles.*
- *Adult supervision of all children is suggested at all times.*
- *All participants and spectators are expected to be on their best behavior at all times.*
- *All participants and spectators assume all risk of injury, damage or loss sustained on premises.*
- *Proper conduct is expected. Participants and spectators not complying will be asked to leave and the County of Seminole reserves the right to take more formal action if necessary.*
- *No weapons.*

*This list is not meant to be an exhaustive list of prohibited or permitted activities. The County of Seminole reserves the right, as determined by its employees and the staff of the Recreation Department, to terminate or suspend any person's use of the tennis courts at any time for wrongful conduct as stated above or otherwise. **These are your tennis courts; please help take care of them!***

### ***County of Seminole Gymnasium Rules***

***We ask your cooperation and compliance with the following rules related to the use of any County of Seminole gymnasium. Your use of the gym means that you voluntarily consent to abide by the following:***

1. *No tobacco usage, alcoholic beverages, drugs, weapons or gambling are allowed.*
2. *If you cannot have your event on the date or time reserved, you should contact the Recreation Department at least 48 hours in advance.*
3. *The County reserves the right to preempt use of space(s). Should such occasion arise, efforts will be made to provide an acceptable alternative location, time, date or refund.*
4. *Violation of any of these terms will result in suspension of your contract in no refund of rental fee.*
5. *Gymnasium must be used for the purposes of athletic events. All other rentals must complete a Facility Rental Contract.*
6. *No jewelry shall be worn which may pose a risk to participants and no clothing shall be worn which may pose a risk to participants.*
7. *No dunking or hanging on rims or nets.*
8. *No gum chewing.*

9. *Recreation Department staff shall have the discretion to determine all gym use.*
10. *The County of Seminole is not responsible for lost or stolen items.*
11. *No abusive or inappropriate conduct or language.*
12. *Play at your own risk. The Seminole County Recreation Department is not responsible for injuries.*
13. *No food or drink is allowed in the gym area unless participants are involved in sanctioned league play and then only water or sports drinks made available under the supervision of an adult coach.*
14. *All trash shall be placed in a trash receptacle.*
15. *If a participant or spectator causes damage to the gym, they shall be responsible to pay for such.*
16. *Spectators must stay clear of the playing area at all times.*
17. *Participants must stay in their designated team areas during games.*
18. *Parents/care takers remain responsible for the supervision and whereabouts of their children/wards while in the gym or in adjoining vicinity thereof.*
19. *Spectators shall have no noise-making devices such as whistles, cowbells or other such devices.*
20. *Priority to use the gym when there is no sanctioned league play or rental shall be given to residents within the corporate limits of the County of Seminole.*

***This list is not meant to be an exhaustive list of prohibited or permitted activities. The County of Seminole reserves the right, as determined by its employees and staff of the Recreation Department, to terminate or suspend any person's use of the gym at any time for wrongful conduct as stated above or otherwise.***

### ***Seminole County Recreation Facility Guidelines***

*The following rules and policies have been established to help operate and maintain the Seminole Recreation Center. Please feel free to comment on any problems you may have and to report any acts conducted by individuals or groups that jeopardize or intimidate the users of our facility.*

1. *The Seminole County Recreation Center is a tobacco-free, drug-free and alcohol-free facility.*

2. *Eating and drinking is permitted in designated areas only.*
3. *The hours of operation of the Recreations Center will be set by the Recreation Department Director.*
4. *No pets allowed except those assisting a person with a disability or if a special program, i.e. obedience class, dog show is scheduled.*
5. *Facility must be made through the FRONT ENTRANCE ONLY!*
6. *The County of Seminole is not responsible for lost or stolen articles. It is strongly recommended that you do not bring any valuables into the Center.*
7. *No tobacco products are allowed in the building.*
8. *The following activities will not be tolerated and may be subject to suspension, expulsion and/or criminal prosecution:*
  - a. *Fighting*
  - b. *Stealing*
  - c. *Property Damage*
  - d. *Trespassing (inside or outside building)*
  - e. *Disorderly Conduct*
  - f. *Horseplay*
  - g. *Rowdy Behavior*
  - h. *Boisterous Behavior*
  - i. *Criminal Damaging*
  - j. *Littering*
  - k. *Language (foul or inappropriate)*
  - l. *Weapons of any sort*
9. *Adults should supervise all children.*

10. *The County of Seminole and the Recreation Department Director reserves the rights to add, change, or delete rules that, in our judgment, will help to maintain a safe environment for your pleasure.*

11. *Additional rules and regulations may be applicable for those desiring to rent the recreation center so you should review the rental contract terms and check with Recreation Department staff.*

This list is not meant to be an exhaustive list of prohibited or permitted activities. The Seminole County Recreation Department reserves the right, as determined by its employees and the staff of the Recreation Department, to terminate or suspend any person from the premises at any time for wrongful conduct as stated above or otherwise.

## **YOUTH**

### **BY-LAWS**

#### **SEMINOLE COUNTY RECREATION DEPARTMENT**

#### **YOUTH BASEBALL/SOFTBALL BYLAWS**

##### **I. GOVERNING BODY**

A. Seminole County Recreation Authority

##### **II. LEAGUE AGES**

A. Established by the governing association we are affiliated with.

##### **III. REGISTRATION**

A. Registration dates will be established by the department and publicized by means of radio, newspapers, and public announcements.

B. If there are not enough participants registered at the end of required dates, the dates will be extended until teams are filled if time permits. Otherwise, players will be placed on teams in order of registration.

C. Registration fees will not be refunded after the player has been placed on a team.

D. Brothers/sisters who play in the same league will be placed on the same team unless they request otherwise.

E. Any participant who does not supply a valid birth certificate or legal document stating proof of age (passport, I.D. card, drivers' license, etc...) at the time of registration will not be registered until he or she has a copy on file with the department.

#### IV. SELECTION OF COACHES

\*\* A. All head coaching slots will be considered according to the applications turned into the department. Slots will be filled, in no certain order, by the following criteria; past experience and ability, attitude and knowledge of the game. All applicants must fill out a background check also. **Background checks must be turned in and cleared before any participation with teams.** The department will have the final authority on selection of coaches.

B. Assistant coaches cannot be named until after the draft. They must also fill out an application and background check before any participation.

C. The Recreation Department reserves the right at any time to remove a coach from his or her position due to misconduct, lack of interest in the team, failure to practice the team reasonably, excessive failure to attend games, etc...

#### V. COACH'S RESPONSIBILITIES

A. Read thoroughly, understand and abide by the bylaws and league rules.

B. Insure the team has scheduled practice at least twice weekly before the season begins making sure field and accessories are secured and gates are locked.

C. Make sure each player plays six (6) consecutive defensive outs. Shortened games do not count; examples - rain out, run rule, time limits. If a player does not play required number of innings in a shortened game, he or she must start the next scheduled game. **A game ending with the home team winning and not batting in the bottom of the last inning is not a shortened game.**

D. Coaches have the complete responsibility for team pictures and delivery of them. The department is not involved with this.

E. Coaches are responsible for team parties that may be given.

F. Coaches are responsible for filling out lineup cards furnished by the department and giving one copy to the scorekeeper ten (10) minutes before scheduled game time. He or she must give a copy to the head official and the opposing coach at game time. **Each lineup must have each player's first and last name and jersey number. Lineups must be filled out neatly and completely.**

1. If a team does not have all players present at game time, the absent player's name will be dropped to the end of the lineup and inserted in batting position when they arrive.

G. Coaches must report to the department when a player quits as soon as possible so that the vacancy can be verified and filled. Scorekeepers will turn in absentee reports daily.

H. There will be no batting balls into the fence during practice or pre game warm-ups. If caught, there will be a warning for the first offense; next offense will result in a coach's suspension for his or her team's next scheduled game.

I. There will be **NO** tobacco products or alcohol used during games, practices or any other time while participating in our program.

## **VI. DRAFT PROCEDURES**

A. Coaches will be notified of dates and times of pre-draft practice and draft meetings by phone and/or letter. If a coach fails to attend practice or draft meeting, his or her team will be picked by a department representative.

B. All new players will be placed into the draft.

C. Coaches will draw numbers to determine the order of selection for the draft. They will then pick in this order until all teams are filled. Selection sequence: 1,2,3,4,5; then 5,4,3,2,1; etc...

D. New players who do not attend the pre-draft practice will be placed into the blind draft. No options.

E. **Coaches may make trades at draft meeting only.** This will be a one-time only opportunity for trade after draft and prior to the close of the meeting. Trades cannot be discussed during the drafting of players, but may be done aloud and with all coaches present fifteen minutes before the close of the meeting. Only new players are eligible for trade. Players involved in the trade must be the same age.

\*\*\* F. Coaches must turn into the department **within time allotted** after the draft meeting their coaches' registration form listing assistant coaches, team jersey.

G. At the close of the meeting the waiting list will go into effect. Guidelines for the waiting list will be followed from this point. If a league is not filled, players will be added to fill teams in order of registration and draft order of teams.

## **VII. WAITING LIST**

A. The waiting list will be established to fill vacancies on each team as they occur. The number of players, names and so forth will be confidential to the department.

## **VIII. EQUIPMENT**

A. Equipment will be issued at the draft meeting for each league.

B. All equipment will be received and receipted by the coach.

C. It is the coach's responsibility to insure the equipment is not abused and is accounted for.

D. Coaches will receive practice balls with initial issue of equipment. Additional balls will be issued as needed.

E. Any equipment not returned within fourteen days after close of the regular season will be billed to the coach. All coaches must return their equipment only.

## **IX. PRACTICES**

A. Practice schedules will be given out at draft meetings. These schedules will pertain to playing fields only and until the regular season begins. Practice fields and any additional practices must be reserved by calling the department.

B. Practices will be scheduled on first come, first served basis.

C. Coaches will be responsible for making sure lights are off, fields are secure, trash is picked up and area is clean after each practice. *All field lights must be turned off by 9:00pm. Park security will enforce this.*

D. Batting cages must be reserved in advance. No team may reserve cage more than once per week unless there is a vacancy. Coaches may call after 4:00 pm the day before to check on a vacancy. It will be the coach's responsibility to make sure balls are secure and all gates are locked.

E. **BASEBALL**: Coaches must contact the Seminole County Recreation Director to schedule practices.

F. **SOFTBALL**: Coaches must contact the Seminole County Recreation Director to schedule practices.

## **X. PARTICIPATION**

A. Teams must start with eight players. Seven or fewer players will constitute a forfeit. If a player arrives after the beginning of the game, he or she will be placed in the last position in the batting order.

B. If a team starts with the required number of players and a player is ejected, an out will be recorded in the spot left vacant in the batting order. No out will be recorded if a player has to leave the game due to injury or sickness.

C. Once a coach reports a player being sick or injured, he or she may not enter this player into the ball game at all.

D. Players leaving the game early to go to church will not be recorded as an out at their time at bat. That spot will be skipped and go to the next batter same as injury or sickness. This also applies to practice.

E. Any player who is knocked unconscious will not be allowed to reenter the game under any circumstance. Said player must present a note signed by a physician approving him or her to return to practice following the game in which they were injured.

1. When in the official's judgment a player's health or safety is in jeopardy, said player will be removed from the game.

\*\* 2. Any player who has missed a game or practice because they are under a physician's care for sickness or injury must present a note to the department signed by the physician approving him or her to return to team practice or game before they may participate.

\*\* F. All players must play six consecutive defensive outs. Substitutions must be made no later than the third inning. **EXCEPTION:** Dixie Boys will make substitutions no later than the fifth inning. Failure to do so will result in forfeiture of the game and suspension of coach for the next game. **Rained out games do not count.**

G. In all games, girls' softball and baseball through Dixie Youth, teams will bat through their lineup (all 12 or 13 batters will bat). Dixie Boys and up will play nine man rotation. Each player must bat at least once.

H. There will be ten minutes allowed, five minutes for each team, before game time for infield practice and warming up the pitcher for first game only. Teams playing the second game will warm up outside the fences and must be ready to play when the previous game ends.

I. There will be a ten minute grace period for the first game only if a team does not have enough players to start a game. Teams playing the second game must be ready to play at scheduled game time.

\*\* J. During school there will be no tie breaker innings, all games will end in a tie with each team receiving ½ games in the standings. Once school is out for the summer, in case of a tie game, teams will play a **maximum of two innings to break the tie**. If teams fail to break the tie the game will end.

\*\* K. For leagues who do not have a run rule; there will be a run rule of (Dixie Minor and Youth) 15 runs after 3 innings or 2 ½ innings if the home team is ahead and 10 runs after 4 innings or 3 ½ innings if the home team is ahead. (Dixie Boys) 15 runs after 4 innings or 3 ½ innings if the home team is ahead and 10 runs after 5 innings or 4 ½ if the home team is ahead.

L. If a game is forfeited, teams may play a scrimmage game. The game time will be one hour. If the forfeit occurs in the first game, it must be ended fifteen (15) minutes before the second game's scheduled game time.

## **XI. CONDUCT**

A. Team coach and assistant coach will be responsible for the conduct of their team and fans.

B. No rowdiness, profane language or any display of unsportsmanlike conduct will be tolerated in this league.

C. A player is ejected from a game for any reason will be suspended for the next scheduled game. They must sit in the dugout, keep quiet and cannot participate in the game in any way. **(Rained out games do not count)**. A second offense will result in suspension of the next two regular season games. If ejected a third time he or she will be removed from the team.

D. If a coach is ejected from a game, he/she must leave the park immediately. They may not sit in the bleachers, and be a spectator. Have to sit out one game. 2<sup>nd</sup> offense banned from coaching.

E. If a coach sits a player out of a game for disciplinary purposes, he/she must notify, in order, the parents, scorekeeper, department representative, opposing coach and umpire.

F. A coach caught mistreating a player or trying to make a player quit will be suspended for the remainder of the season.

G. A coach involved in fighting (instigating or taking part) is automatically suspended for one year as coach. A second offense will result in the coach being banned from all facilities.

## **XII. OFFICIALS AND PROTESTS**

A. In case of inclement weather the department can cancel games prior to the first pitch. The officials and department representative must agree to cancel games after the first pitch. There will be a thirty minute waiting period after game time, depending on the severity, to see if weather conditions permit the game to be played as scheduled.

B. All game protests must be in writing in a sealed envelope and turned into the Seminole County Recreation Director within forty-eight hours following the game in question. Protests can only be made on a rule or participation.

C. If a coach or assistant has a problem with an official anytime on our premises, he or she must turn in a written statement to the department.

## **XIII. UNIFORMS**

A. The Seminole County Recreation Department will purchase all uniforms for teams (socks excluded). Players may keep jerseys and caps. **There will be no options concerning jerseys and caps.**

**IMPORTANT:** *all uniform sizes and numbers must be turned into the department within allotted time after draft meeting. There will be NO revisions or changes after the deadline. Also, coaches must inform the Recreation Department Director if they plan on using the department's pants.*

\*\* B. Absolutely **no jewelry** will be worn at any time during league games. Only exceptions will be Medical Alert tags or bracelets. Players and coaches not complying will not be allowed to participate until jewelry is removed. If a player is taken out of the game to remove jewelry the substitution rule will apply. Male coaches - there will be no jewelry worn above the neck.

## **XV. GAME SCHEDULES**

A. Game schedules will not be altered for anything other than unfavorable weather. Rained out games will be made up if possible.

1. The only reason for rescheduling games will be for major school educational functions.

2. Coaches cannot take it upon themselves to reschedule games.

B. Home/visitor will be on schedule.

## **XVI. TIME LIMIT**

	Baseball	Girls' Softball
Tee Ball	1 hr.	1 hr.
Pre Minor	1 hr. 15 min. 7-8 year olds	1 hr. 30 min. (6 inns.)
D. Minor	1 hr. 30 min. 9-10 year olds	1 hr. 30 min. (6 inns.)
D. Youth	1 hr. 30 min. 11-12 year olds	1 hr. 30 min. (7inns.)
D. Boys	1 hr. 45 min. 13-14 year olds	1 hr. 30 min. (7inns.)

A. The official time will be kept by the scorekeeper. The game's beginning time will be announced once the umpire declares game time.

B. A new inning begins when the last out is made of the previous inning.

C. The game ends when the time limit expires and the inning being played is completed unless the home team is ahead. If the home team is ahead at the top of the inning when time

expires and the visitors fail to tie or take the lead before the half inning ends, the game will be considered complete and called at this point.

## **XV. ALL STAR SELECTION PROCESS**

A. Head coaches in each league will turn in a list of the top players in their league (12 - girls, 13 - boys) to the athletic department at the gym.

B. A master list will be compiled of all players nominated and votes received. Players will unanimous and majority votes (over 50%) will be placed on the team. If any vacancies exist, the head coach of the all star team will be called in to review the list and fill the remaining slots.

C. The head all star coach will be selected by the department, in no certain order, based on performance, knowledge, attitude and/or placement in standings. The head coach will be responsible for selecting their two assistants from the league's coaching list. They must also be approved by the department. Coaches or assistants will be eligible to participate on one all star team per year. **EXAMPLE:** if you coach a baseball all-star team you cannot coach all stars in girls softball or if you coach all stars in one age group, you cannot coach or assist with another age group's team.

## **TEE BALL RULES**

1. Everyone plays every inning in the field and everyone bats each inning.
2. No one will be allowed on the ball field during the game except the coaches and players (no batboys or batgirls).
3. If team A has more players than team B, team B starts the batting order over until the same number of player bat as team A. No batting order changes will be made.
4. The offensive coach sets the ball on top of the tee.
5. Coach cannot assist the batter after he or she enters the batter's box.
6. Offensive coaches are allowed in the coach's box at first and third base and in the dugout. Defensive coaches are allowed to have three coaches in the field; one in the infield and two anywhere in the outfield.
7. No strike outs.
8. No bunting.
9. No base stealing.

10. The 25' radius is marked from the outer point of the home plate to the pitcher's mound. Defensive players are not allowed inside the 25' radius. A ball played inside the 25' radius will be a dead ball and the batter is awarded first base.
11. A ball must travel beyond the 25' radius for it to be a live ball. All balls not passing the radius are counted as foul balls.
12. The ball must be thrown to first base, not rolled.
13. Only one base is allowed on overthrows.
14. To stop play, a defensive player must attempt to throw the ball home. Once the ball crosses to dotted line all play will be called dead. Runners will be awarded the base they are advancing to.
15. The infield fly rule does not apply.
16. All batters and players on deck will wear protective head gear.
17. All players will be rotated between innings on defense (from outfield to infield) to play the vital positions. This enables them to see what position they will play best and prepare them for the baseball leagues later. It must be done before the first batter comes up to bat then no further changes can be made for the rest of the inning.
18. All infielders must play behind the dotted line until the ball is hit.
19. When the last batter comes to the plate the offensive coach must announce him or her as the last batter. When the last batter comes to the plate it is played as if there are two outs in the inning. A force out or put out ends the inning. If the batter hits safely all runners may advance until the ball is thrown home and home plate is tagged. Then all play is dead. If there is an overthrow at first or third base on the play of the ball hit by the batter, each base runner is awarded the base he or she is advancing to and one more. Then all play is stopped and the inning is over.
20. The umpire's decision on judgment calls is final.
21. THE FIELD - regular Dixie Youth field with 60' base paths. A 25' radius marks off the dead ball territory.
22. NEUTRAL ZONE-any player may enter the neutral zone after the ball has been hit. An infielder may not go beyond the outfield line and an outfielder may not go beyond the infield line.
23. Until school ends in May games will consist of two innings. After school is out for summer games will consist of three innings if time permits.

## **PRE MINOR BASEBALL RULES**

### **(7-8 year olds)**

1. Pre Minors will play under the Dixie Youth rules.
2. The ball will be an official Dixie Youth approved baseball.
3. All players will bat in the thirteen man batting order.
4. Three outs and the teams will change sides (as regular baseball).
5. The coach that is pitching cannot field the ball. If the ball hits the coach and stays fair, it is a live ball and still in play. If the coach catches the ball in self defense, the batter will bat again. This is a judgment call of the umpire.
6. Once the ball is put in play, the pitching coach must exit the field until play is over. This will eliminate any chance of interference or distraction by the coach while defensive players are trying to make a play.
7. Each batter will receive six pitches. If he or she does not hit or strike out, the batter will be called out and return to the dugout.
8. A team may score seven runs per inning then they must change sides (7 run limit per inning), except the last inning. In the last inning teams will bat the thirteen man batting rotation, up to thirteen players can bat this inning before three outs are made. Thirteen runs are the maximum a team can score in the last inning. The umpire will declare last inning when the time left is five minutes or less at the top of the inning. If the time limit expires during an inning, the game will end when the inning is finished, unless the score is tied. Scorekeepers will be in charge of keeping the official time.
9. During school, games will end in a tie. After school is out, teams will play a maximum of two innings to break the tie.
10. Substitutes must play two full consecutive innings per game.
11. If a player does not play his or her playing time due to a shortened game, that player must start the next game.
12. If a batter slings a bat (unintentionally) he will receive a warning. If it happens a second time to the same batter, he will be called out. On a third time (same batter) he will be called out and ejected. If a player is ejected for this, he will be allowed to play the next game.
13. If a batter slings a bat in an unsportsmanlike manner there is no warning. The batter is called out and ejected from the game. This player must sit out the next game.

14. No base stealing.
15. No infield fly.
16. No bunts.
17. Defensive teams will play six players in the infield and four in the outfield. The pitcher will have an area marked that he must stay in until the ball is put in play. The ball must be thrown to the pitcher (not coach) and he must be in the circle before the play is over.
18. The catcher must wear all catchers' equipment.
19. Batters and base runners must wear protective head gear.
20. Each team is allowed two coaches on defense and they must stay on the outfield grass.
21. Managers/coaches may coach bases.
22. Pitching distance will be 35'.
23. A game will consist of six innings or one hour, fifteen minutes time limit.
24. Ten run rule after 4 full innings or 3 ½ innings if the home team is ahead.
25. There will be a half way mark on the base lines between first and second, second and third, and third and home. Once the ball reaches the pitcher inside the circle the runners must advance or go back to base depending on which side of the half way mark they are on.
26. Defensive players must throw the ball to the pitcher, not roll or run the ball in.
27. Any type bat may be used in this league.
28. Coach cannot physically assist base runners. Runner will be called out.

## SEMINOLE COUNTY RECREATION DEPARTMENT

### YOUTH FOOTBALL BYLAWS

#### I. GOVERNING BODY

A. The Seminole County Recreation Department Athletic Review Committee.

#### II. LEAGUES AND AGES

A. The league age cutoff date: ages 5 -12, before September 1 of current year.

13 year olds must be in 7<sup>th</sup> grade or below and not turn 14 prior to January 01.

Pee Wee: 5 - 7 years of age (7-8 year olds)

Midget: 8 - 10 years of age (9-10 year olds)

Junior: 11 - 13 years of age (11-12 year olds)

#### III. REGISTRATION

A. Registration dates will be established by the department and publicized by means of public announcements.

B. If there are not enough participants registered at the end of the required dates, the dates will be extended until teams are filled if time permits. Otherwise, players will be placed on teams in order of registration.

C. Registration fee will not be refunded after the player has been placed on a team.

D. Siblings who play in the same league will be placed on the same team unless they request otherwise.

E. Any participant who does not supply a valid birth certificate or legal document stating proof of age (driver's license, passport, I.D. card, etc...) at time of registration will not be placed on a team until he or she has a copy on file with the department.

#### IV. SELECTION OF COACHES

\*\* A. All head coaching slots will be considered according to the applications turned into the department. Slots will be filled, in no certain order, by the following criteria; past experience

and ability, attitude and knowledge of the game. All applicants must fill out a background check also. **Background checks must be turned in and cleared before any participation with teams.** The department will have the final authority on selection of coaches.

B. Assistant coaches cannot be named until after the draft. They must also fill out an application and background check before any participation.

C. The Recreation Department reserves the right at any time to remove a coach from his or her position due to misconduct, lack of interest in the team, failure to practice the team reasonably, excessive failure to attend games, etc...

#### **IV. COACHES' RESPONSIBILITIES**

A. Read thoroughly, understand and abide by the bylaws and league rules.

B. Care of equipment.

C. Insure team has scheduled practice no more than five (5) times weekly (2 hour limits) before the season begins and two (2) practices weekly (1 2 hour limit) after the season starts.

D. Make sure each player plays six (6) plays per half in each game.

E. Coaches have complete responsibility for team pictures and delivery of them. The department is not involved with this.

F. Coaches are responsible for team parties if they want one.

G. Coaches must report to the department when a player quits as soon as possible so that the vacancy can be verified and filled.

H. All coaches must attend Seminole County approved coaches clinic.

#### **V. DRAFT PROCEDURES**

A. Coaches will be notified of dates and times of pre-draft session and draft meeting by phone and/or letter. If a coach fails to attend practice or draft meeting, his or her team will be picked by a department representative.

B. All new players will be placed into the draft. Players returning to the same league will automatically go back on the same team.

C. Team names and colors will be assigned at the beginning of the meeting.

D. Coaches will draw numbers to determine the order of selection for the draft. They will then pick in this order until all teams are filled. Selection sequence is: 1, 2, 3, 4, 5; 5, 4, 3, 2, 1; etc..

E. New players or players going up to the next league who do not attend the pre- draft session will be placed in the blind draft. NO OPTIONS.

F. Players returning return to the same team.

#### F. MINIMUM NUMBER OF PLAYERS PER TEAM IN EACH LEAGUE

Pee Wee: 15

Midget: 15

Junior: 15

(These numbers are subject to change depending on the total number of players enrolled in each league.)

**G. Coaches may make trades at draft meeting only!** This will be a one-time only opportunity for trade after draft and prior to the close of the meeting. Trades cannot be discussed during drafting of players, but may be done aloud and with all coaches present 15 minutes before the close of the meeting. Only new players are eligible for trade. Players involved in trade must be the same age.

H. At the close of the meeting the waiting list will go into effect. Guidelines for the waiting list will be followed from this point. If a league is not filled, players will be added to teams in order of registration and draft order of teams.

## VI. WAITING LIST

A. The waiting list will be established to fill vacancies on each team as they occur. The number of players, names and so forth will be confidential to the department.

B. Players will be put on the waiting list in order of date and time they sign up which will be written on the card at time of registration.

1. Players on the waiting list do not have the choice of teams to be placed on. If a player refuses to be placed on a team for a legitimate reason, he or she will be dropped to the bottom of the waiting list one time only. If they refuse a second time, he or she will be considered not playing for the season and removed from the waiting list.

C. Before a player is placed on a team, verification must be made by the department of vacancy of a said team. This will consist of notification of parent/guardian and confirming if questionable player has quit. When vacancy is confirmed, the approved player at the top of the

waiting list will be placed on the team. The department retains up to five (5) days to fill a vacancy. It shall be the coach's responsibility to notify the department of vacancy on team. Players or parents are encouraged to contact the department without delay.

D. Once a player quits a team he will be considered finished for the year unless outstanding circumstances permit him to be placed on the waiting list.

E. Coaches may not pick players from the waiting list. It is mandatory that a coach accept players from the waiting list as they are assigned.

## **VII. EQUIPMENT**

A. Equipment will be issued at the draft meeting for each league.

B. All equipment will be received and receipted by the coach.

C. It is the coach's responsibility to ensure the equipment is not abused and is accounted for.

D. Any equipment not returned within fourteen (14) days after close of the regular season will be billed to the coach with 30 days to pay. All coaches must return their equipment only.

## **VIII. PRACTICES**

A. Players cannot practice with league teams in any way until they are registered with a registration card signed by a parent or guardian.

B. Prior to the season, a player or team shall be allowed to attend a maximum of five (5) practices per week with a time limit of two (2) hours per day.

C. During the season, a player shall be allowed to attend a maximum of two (2) practices per week with a time limit of 1 1/2 hours per day.

D. Scrimmage games will count as a practice in number and length.

## **IX. CONDUCT**

A. Team coach and assistant coach will be responsible for the conduct of their team and fans.

B. No rowdiness, profane language, or any display of unsportsmanlike conduct will be tolerated in any league.

C. A player or coach ejected from a game for any reason will be suspended for the next scheduled game. A second offense will result in an indefinite suspension to be determined by the department.

D. Any coach, or fan ejected from a game must leave county property immediately.

E. If a coach sits a player out of a game for disciplinary purposes, he must notify in order, the parents, Recreation representative, opposing coach and official before the game begins.

F. A coach caught mistreating a player or trying to make a player quit will be suspended for the remainder of the season. Subject to discretion of recreation authority.

G. A coach involved in fighting (instigating or taking part) is automatically suspended for one (1) year as a coach. A second offense will result in the coach being banned from all facilities.

## **X. OFFICIALS AND PROTESTS**

A. In case of inclement weather the department can cancel games prior to game time. The officials can cancel games after game time. There will be a thirty (30) minute waiting period after game time to see if the weather permits the game to be played as scheduled.

B. All game protests must be in writing in a sealed envelope and turned in to the Seminole County Recreation Department within forty-eight (48) hours following the game in question.

## **XI. UNIFORMS**

A. The Seminole County Recreation Department will purchase uniforms for teams (socks excluded). Players may keep the jerseys, but pants, helmets and pads must be returned at the end of the season. **There will be no options concerning jerseys.**

B. All purchasing of equipment and uniforms (except socks) will be made through the department. No individual or coach may authorize any purchase.

**\*\* C. Absolutely no jewelry will be worn at any time during league games. Exception: Medical Alert Tags.**

**\*\* D. No coach or player will be permitted to paint helmets belonging to the department.**

## **XII. GAME SCHEDULES**

A. Game schedules will not be altered for anything other than unfavorable weather. Rained out games will be made up if time permits or if it affects the standings.

B. Games will be scheduled Saturday 10:00-11:30.

### XIII. LEAGUE RULES

A. The official size of the football will be the required size for each league. Pee Wee and Midget leagues will use the ball stamped Pee Wee and the Junior league will use the Junior stamped ball.

B. Scoring will be 6 points for a touchdown, 1 point for running or passing from the 3-yard line, 2 points for running or passing from the 6-yard line on extra point attempts and 2 points for a safety.

C. Regulation playing four quarters will be 8 minutes for Pee Wee and Midget leagues, and 8 minutes for Junior league.

D. **MIDGETS ONLY** There will be no punts. If a team wishes to punt, the ball will be advanced 30 yards and the opposing team will take possession. The ball cannot be spotted within the 20-yard line.

E. No shoes with detachable cleats or street shoes will be worn by players.

F. If the teams are tied after the end of the game, the ball will be placed on the 10-yard line and each team will get 4 plays to score. The team who outscores the other team with the same number of possessions will win the game. There will be a maximum of 2 possessions per team in overtime. If teams fail to break the tie after 2 possessions, the game will end in a tie.

G. The Recreation Department prohibits the transportation of players or cheerleaders to all league activities in open trucks or vehicles.

H. Teams should be at the playing field at least 15 minutes prior to the scheduled game time.

I. Each team will be allowed 3 time outs per half. Coaches may converse with all players (two time outs for Pee Wee).

J. A coach has the right to question an official's interpretation of the rules if he does immediately and before the next official play. The coach can call time out to question said officials. If the coach is correct and the official has misinterpreted the rule the time out will be charged as an official's time out; however, if the coach is wrong, it will be charged as a team time out.

K. Each player on a roster who has not missed practice during the week (without just cause) and is not injured or under disciplinary measures by the coach must play a minimum of 6 plays per half. For any reason a player is to sit out a game or does not play their required playing time, the coach must notify the

(1) Parents, (2) Recreation representative, (3) opposing coach and (4) officials before the game begins. This will be investigated only on complaint by a player or parent involved. **The coach could be suspended if a team is found in violation of this rule.**

L. No time out will be charged for an injury or equipment adjustment. However; a time out will be charged if the coach converses with his players.

1. When a player is injured and a time out is required to check the injury, said player must be removed from the game for at least one play.

2. Any player who is knocked unconscious will not be allowed to reenter the game under any circumstance. Said player must present a note signed by a physician approving him to return to practice following the game in which he is injured.

3. When in the judgment of the Head Official a player's health or safety is in jeopardy, said player shall be removed from the game.

#### **XIV. WEIGHT LIMITS**

A. Players weighing more than 100 pounds in the Midget league and 130 pounds in the Junior league without uniform cannot run the ball. Players will weigh one time prior to the season and this will be the official weight for the season. There is no weight limit for Pee Wee League. Any coach or player trying to change an overweight player status will be removed from the team without warning.

B. The department prohibits the sweating down of players by any method and places the responsibility upon coaches to see that this dangerous practice does not occur.

C. Overweight players cannot run the ball, handle the ball or line up in the backfield. If overweight players receive the ball by fumble, interception, a blocked punt, etc..., the play will be blown dead immediately. If he advances the ball a penalty of 5 yards for delay of game will be marked off at the point of possession.

D. All overweight players must be clearly marked for identification. Failure to do so will result in a 15-yard penalty for unsportsmanlike conduct and the player will be removed from the game until the markings are replaced.

#### **XV. END OF SEASON**

A. There will be an end of the season tournament for each league if time permits.

B. Each team will be eligible to participate in the annual Harvest Festival Parade. Information will be sent out at a later date.

## SEMINOLE COUNTY DEPARTMENT

### YOUTH BASKETBALL BYLAWS

#### I. GOVERNING BODY

A. The Recreation Athletic Review Committee

#### II. LEAGUES AND AGES

A. Established by the governing association we are affiliated with.

Mighty Mites:	7 - 8 years of age
Pee Wee:	9 - 10 years of age
Midget:	11-12 years of age

#### III. REGISTRATION

A. Registration dates will be established by the department and publicized by public announcements.

B. If there are not enough participants registered at the end of required dates, the dates will be extended until teams are filled if time permits. Otherwise, players will be placed on teams in order of registration.

C. Registration fees will not be refunded after the player has been placed on a team.

D. Brothers/sisters who play in the same league will be placed on the same team unless they request otherwise.

E. Any participant who does not supply a valid birth certificate or legal document stating proof of age (passport, I.D. card, drivers' license, etc...) at the time of registration will not be placed on a team until he or she has a copy on file with the department.

#### IV. SELECTION OF COACHES

\*\* A. All head coaching slots will be considered according to the applications turned into the department. Slots will be filled, in no certain order, by the following criteria; past experience

and ability, attitude and knowledge of the game. All applicants must fill out a background check also. **Background checks must be turned in and cleared before any participation with teams.** The department will have the final authority on selection of coaches.

B. Assistant coaches cannot be named until after the draft. Assistants must complete an application and have background check cleared before any participation with team.

C. The Recreation Department reserves the right at any time to remove a coach from his or her position due to unruly conduct, lack of interest in the team, failure to practice the team reasonably, excessive failure to attend games, etc...

## V. COACHES' RESPONSIBILITIES

A. Read thoroughly, understand and abide by the bylaws and league rules.

B. Make sure each player plays eight minutes of each game (mandatory playing time).

C. Coaches have the complete responsibility for team pictures and delivery of them. The department is not involved with this.

D. Coaches are responsible for team parties.

E. Coaches must report to the department when a player quits as soon as possible so that the vacancy can be verified and filled.

F. There will be **NO** tobacco products or alcohol used during games, practices or any other time while participating in our program.

## VI. DRAFT PROCEDURES

A. Coaches will be notified of dates and times of pre draft practice and draft meetings by phone and/or letter. If a coach fails to attend practice or draft meeting, his or her team will be picked by a department representative.

B. All new players will be placed into the draft. Players returning to the same league will automatically go back on the same team.

C. Coaches will draw numbers to determine the order of selection for the draft. They will then pick in this order until all teams are filled. Selection sequence: 1,2,3,4,5; then 5,4,3,2,1; etc...

1. Teams with fewer players will have a mini draft beginning with the third round of the draft to catch up with other teams.

D. New players who do not attend the pre draft practice will be placed into the blind draft. No options.

E. **MAXIMUM NUMBER OF PLAYERS PER TEAM PER LEAGUE:**

All teams in all leagues will consist of eight (8) players per team. (These numbers are subject to change depending on the total number of players enrolled in each league.)

F. **Coaches may make trades at draft meeting only.** This will be a one-time only opportunity for trade after draft and prior to the close of the meeting. Trades cannot be discussed during the drafting of players, but may be done aloud and with all coaches present fifteen minutes before the close of the meeting. **Only new players are eligible for trade. Players involved in the trade must be the same age.**

\*\*\* G. Coaches must turn into the department **within four (4) days** after the draft meeting their team's jersey sizes and numbers.

H. At the close of the meeting the waiting list will go into effect. Guidelines for the waiting list will be followed from this point. If a league is not filled, players will be added to fill teams in order of registration and draft order of teams.

## **VII. WAITING LIST**

A. The waiting list will be established to fill vacancies on each team as they occur. The number of players, names and so forth will be confidential to the department.

B. Players will be put on the waiting list in order of date and time they sign up which will be written on the card at time of registration.

1. Players on the waiting list do not have a choice of teams to be placed on. If they refuse, he or she will be considered quit for the season and removed from the waiting list.

C. Before a player is placed on a team verification must be made by the department of vacancy of said team. This will consist of notification of parent or guardian and confirming if a questionable player has quit. When vacancy is verified, the approved player at the top of the list will be placed on the team. The department retains up to five days to fill a vacancy. It will be the coach's responsibility to notify the department by telephone of vacancy on the team. Players or parents are encouraged to contact the department without delay.

D. Once a player quits a team he or she will be considered finished for the year subject to recreation authority.

E. Coaches may not pick players from the waiting list. It is mandatory that a coach accept players from the waiting list as they are assigned.

F. If there are not any players on the waiting list, players will be assigned as registration occurs.

## **VIII. PRACTICES**

A. Players cannot practice with league teams in any way until they are registered with a registration card signed by a parent or guardian.

B. Coaches may contact the department to set up practices on Monday mornings. Due to gym space they may schedule one practice at this time. Coaches may call back on Wednesday afternoon to see if any vacant practice times exist then they may schedule a second one. To schedule practice contact the Seminole County Recreation Director.

## **IX. CONDUCT**

A. Team coach and assistant coach will be responsible for the conduct of their team. Conduct will be addressed by officials.

B. No rowdiness, profane language or any display of unsportsmanlike conduct will be tolerated in this league.

C. A player or coach ejected from a game for any reason will be suspended for the next scheduled game. A second offense will result in an indefinite suspension to be determined by the department. They must leave the premises and will be suspended following the game

D. Any fan ejected from a game must leave county property immediately.

E. If a coach sits a player out of a game for disciplinary purposes, he or she must notify in order, the parents, scorekeeper, department representative, opposing coach and umpire.

F. A coach caught mistreating a player or trying to make a player quit will be suspended for the remainder of the season. Discretion of Recreation Authority.

G. A coach involved in fighting (instigating or taking part) is automatically suspended for one year as coach. A second offense will result in the coach being banned from all facilities.

## **X. OFFICIALS AND PROTESTS**

A. All game protests must be in writing in a sealed envelope and turned into the Seminole County Recreation Director within forty-eight hours following the game in question.

B. If a coach or assistant has a problem with an official anytime on our premises, he or she must turn in a written statement to the department.

## **XI. UNIFORMS**

A. The Seminole County Recreation Department will purchase shirts for teams (socks excluded). Players may keep jerseys.

B. All purchasing of equipment and uniforms (except socks) will be made through the department. No individual or coach may authorize any purchases.

C. Absolutely **no jewelry** will be worn at any time during league games. Only exceptions will be Medical Alert tags or bracelets. Players not complying will not be allowed to play until jewelry is removed. If a player is taken out of the game to remove jewelry the substitution rule will apply.

## **XII. LEAGUE RULES**

\* Players who are on school rosters the same year are ineligible to make the all star team.

A. Regulation playing quarters will be six minutes for Mighty Mites & Midget. Senior league will play eight minute quarters.

B. Tennis shoes only will be worn by all players. Shirt tails must be tucked inside pants at all times. No jewelry is to be worn unless a medical alert tag or bracelet.

C. The Parks & Recreation Department prohibits the transportation of team players to all league activities in open trucks or vehicles.

D. Teams should be at the gymnasium at least 15 minutes prior to scheduled game time.

E. In Pee Wee and Midget leagues, there will be no full court press until the fourth quarter. Once the rebound is made, the defense must return to the defensive side of the court. **In Mighty Mites league, there is no full court press at any time.**

F. Each team is allowed four full time outs per game. Coaches may converse with all players. No twenty second time outs will be allowed.

G. High school numbering system will be in effect for jerseys with number on the front and back of shirts. No number higher than 5 will be allowed. Players may have double numbers like 55, 32, 41, etc... (No 6, 7, 8, or 9).

H. It is recommended that no player be allowed to continue playing unless he or she maintains a passing scholastic record.

I. A coach has the right to question an official's interpretation of a rule if he does it immediately and before the next official play. The coach can call time out to question said official. If the coach is correct and the official has misinterpreted the rule the time out is charged as an official's time out. However, if the coach is wrong, it will be charged as a team time out.

J. Each player on a roster who has not missed practice during the week (or has an excused absence) and is not injured or under disciplinary measures by the coach, must play a minimum of ***EIGHT MINUTE/GAME***.

1. Penalties for not adhering to the mandatory playing time regulation will be forfeiture of game.

2. If a coach sits out a player for disciplinary purposes, he or she must inform, in order, the parents, a department representative, the opposing coach, an official and scorekeeper.

K. No time out will be charged for an injury. However, a time out will be charged if the coach converses with his or her players.

1. When a player is injured and a time out is required to check the injury, said player must be removed from the game for at least play.

2. Any player who is knocked unconscious will not be allowed to reenter the game under any circumstance. Said player must present a note signed by a physician approving him or her to return to practice following the game in which they **were injured**.

3. When in the judgment of the official a player's health or safety is in jeopardy, said player will be removed from the game.

\*\*\* 4. If a player misses a game or practice because they have been placed under a physician's care for sickness or injury they must present a note to the department signed by the physician approving them to return before they will be allowed to participate.

L. In the event of a tie game and extra three minutes will be played. No game will end in a tie.

M. If a team gets into foul trouble and does not have enough players to finish the game, the opposing coach has the choice of selecting a player/s to finish the game without a forfeit.

1. If one of the players has already fouled out of the game and commits a foul, it will be an automatic three shot foul and play will continue on the third shot.

N. If a player gets ejected from a game leaving the team with four players, he or she will not return to the game. The team will have to play four on five.

O. Teams must have five players to start a game. If a team has four or fewer players, the game will be a forfeit. If a team has only five players and a player commits his or her fifth foul or ejected for unsportsmanlike conduct, the team must finish the game four on five.

P. Dunking will be allowed in games only. Dunking will not be allowed during practice or pre-game warm ups. The penalty will be a Technical Foul for dunking during warm up and foul shot will be taken before the game begins.

Q. Players entering the game must report to the scorekeeper and wait to be signaled in by the official before stepping onto the court.

R. Starting lineups must be turned in ten minutes before scheduled game time. Failure to do so will result in a Technical Foul with the opposing team shooting the foul shots before play begins.

### **XIII. ALL STARS**

A. All head coaches will be notified of the date to have their nominations turned into the department. Coaches will turn in a list of the top 10 players in their league they feel should comprise the all star team.

B. A master list will be compiled of all players nominated and votes received. Players with unanimous and majority votes (over 50%) will be placed on the team. If any vacancies exist, the head coach of the all star team will be called in to review the list and fill the remaining slots.

C. The head all star coach will be selected by the department, in no certain order, based on performance, knowledge, attitude and/or placement in standings. The head coach will be responsible for selecting their two assistants from the league's coaching list. They must also be approved by the department. Coaches or assistants will be eligible to participate on one all star team per year. EXAMPLE: if you coach or assist with the 12 & Under all stars you cannot coach or assist with another age group.

## SEMINOLE COUNTY RECREATION DEPT.

***Volunteer Coach's Application***

Please check the sport and age group you would like to coach:

Baseball: \_\_\_\_\_

Softball: \_\_\_\_\_

**Basketball: \_\_\_\_\_ Football: \_\_\_\_\_ Cheerleading: \_\_\_\_\_**

Senior: ages 15-18 \_\_\_\_\_ Girls Basketball \_\_\_\_\_

Jr. High players: \_\_\_\_\_

**General Information**

Name: \_\_\_\_\_

Last

First

Middle

Address: \_\_\_\_\_

City

State

Zip

Home Ph: \_\_\_\_\_ Work Ph: \_\_\_\_\_ Cell Ph: \_\_\_\_\_

*(see reverse side)****Convictions***

Have you ever been convicted of a felony? Yes \_\_\_\_\_ No \_\_\_\_\_

Have you been convicted of a misdemeanor committed within the past five years or were you imprisoned for a misdemeanor which occurred more than five years ago? Y \_\_\_\_\_ N \_\_\_\_\_

If yes to either of the above questions, please explain fully and include date of conviction. (This

information will not necessarily bar an applicant from coaching.)

Do you agree to background check?

**Email:** \_\_\_\_\_

**Are you over 18 years of age?** Y\_\_\_\_\_ N\_\_\_\_\_

**How long have you been a resident of the Donalsonville area?** \_\_\_\_\_

**Drivers' License Number** \_\_\_\_\_

*State*

*Number*

***Volunteer Coach's Application***

*(part two)*

***APPLICANT CERTIFICATION AND AGREEMENT***

**I hereby certify that all statements made by me in this application are true and correct to the best of my knowledge. I understand that my attendance at local coaches' clinics is mandatory and I will equally put the best of interest in coaching the fundamentals to each player. I also understand that I must abide by the policies and rules set by the Seminole County Recreation Department. I fully understand and agree to these conditions.**

\_\_\_\_\_  
*Usual Signature of Applicant*

\_\_\_\_\_  
*Date Signed*

\_\_\_\_\_  
*Printed Name of Applicant's Signature*

**Return your completed application to the Recreation Department or mail to:**

**Seminole County**

**Parks & Recreation Department****ATT: Youth Sports Coordinator**


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**CONSENT & AUTHORIZATION FOR BACKGROUND INVESTIGATION****For Recreation Volunteers**

I hereby authorize Seminole County, and/or its contracted agents to procure background records and reports on me and to make investigation into my background, references, character, past/present employment, education, motor vehicle records, drug screening records, civil criminal and police records, including those maintained by both public and private organizations, and all public records.

I understand that this background investigation is being done because I desire to act as a volunteer related to the Seminole County Recreation department programs/activities. I understand that regardless of what the background investigation reveals, the Seminole County Recreation has the right to deny me the opportunity to participate as a volunteer for any reason, in its absolute discretion, whether now or in the future.

I understand that this consent and authorization is effective as of the date signed below but I further understand this same consent and authorization may be used in the future if it becomes necessary for Seminole County, and/or its contracted agents to so use the same to procure any further material/information. A duplicate copy of this consent and authorization shall be just as effective as the original.

I understand that this execution of this form and the related background investigation are prerequisites to my participation as a volunteer and I do hereby hold Seminole County and/or its contracted agents harmless in using this consent and authorization and agree not to contend such is an invasion of privacy or any other legal wrong.

---

**First**
**Middle (no initials please)****Last**


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**SS#**
**Date of Birth****Maiden Name,  
Nickname****And/Or Any Other Names Used,**



B. Players participating with another team in the same league will be suspended for their team's next two scheduled games.

C. Copies of team rosters will be kept by the Seminole County Recreation Director along with copies of add-on forms. Rosters will be checked for illegal players. Teams found guilty of playing an illegal player during a league game will be warned on the first offense. A second offense will result in team suspension for the next two (2) games. If a third offense occurs, the team will be suspended for three (3) games. These games, including the first warning, will be forfeits.

D. Teams shall not carry more than twenty (20) players on their roster at any one time. All players, in order to be eligible, must sign an **ASA** roster. The roster must be filed at the department.

E. To add a player to your roster you can pick up an add form from the Athletic Office between the hours of 8:00am - 12:00 noon and 1:00pm - 5:00pm, Monday thru Friday or from during league game nights. *The add forms must be filled out completely, signed by the coach and new player (pastor or priest if church teams) and all copies must be returned to the Athletic Office to be signed.* A copy will be returned to the coach to give to the \_\_\_\_\_.

F. When a player's eligibility is in question it must be reported in a formal written protest to the Athletic Office within forty-eight (48) hours of the game in question. If not reported with the required time frame, the game will be legal and cannot be contested.

G. No player may change from one league to another (example: from men's league to church league) or from one team to another. In church league, players may not change teams unless they change membership.

\*\* H. Teams who need to add player/s after mid-season must turn in a written statement explaining why an addition is necessary. Approval must be made prior to player addition.

#### **IV. PLAYER CONDUCT**

A. Team manager/coach will be responsible for his/her team.

B. No rowdiness, profane language or display of unsportsmanlike conduct will be tolerated in this league.

C. No alcoholic beverages are allowed on premises, including the parking lot.

D. If a player so much as touches an official in anger or threatens to do him/her bodily harm, the player will be barred from the league for an indefinite period of time to be set by the Athletic Review Committee. Umpire may file charges.

\*\*\* E. If a player or coach is ejected from a game, he/she will be suspended for the team's next scheduled game, they may sit in the stands but cannot participate in the game whatsoever. If

further action is needed, they will be escorted from the park. A second offense will result in indefinite suspension to be determined by the department. Rained out games do not count.

\*\*\*See Flag Football Section 7.10

## V. LEAGUE PLAYING RULES

A. ASA slow pitch will be strictly adhered to unless contrary to the following by-laws.

\*\* B. The official ball for the softball leagues is any red stitch, white or yellow cover, ASA approved restricted flight softball stamped 375 maximum compression, 44 core. If a question arises about the ball, the stamp must be legible or the umpire will throw the ball out. The same ball only 11" will be used in women's leagues. In coed league, the men will hit the 12" ball. **THE SUPER DUPER WORTH SOFTBALL IS NOT ALLOWED.**

C. There will be a one (1) hour time limit for each game. No inning will begin after the time limit expires unless the game is tied. The next inning will begin with the third out of the previous inning.

1. Game times will be 6:30, 7:30, 8:30 and 9:30pm.

D. Ten minutes prior to the scheduled game time each manager/coach is required to submit a copy of his/her lineup to the official scorekeeper, official and opposing coach. ***Lineups must consist of each player's first and last name, and jersey number. This should include all players eligible to participate in the game.***

\*\* E. Teams must be able to field at least nine players at game time in order to play. Teams failing to field nine players must forfeit the game. Teams cannot play with less than nine players after the game begins. ***The 10th spot in the batting order will not be an out. There will be a ten minute grace period for the first game only. This Rule is not to be confused with the player ejection rule.***

F. All teams must wear matching colored and numbered jerseys. Any exceptions must have prior approval from the Athletic Office. Players may wear tennis shoes or rubber sole cleats only. **NO STEEL CLEATS!**

\*\* G. A courtesy runner for injured players will be granted in all league games. The runner will be the preceding batter not on base.

H. In the event of rain, five (5) innings will constitute an official game or 4 1/2 innings if the home team is ahead. In case of power failure, when the lights have been out for thirty minutes the game will be treated as a rain out game. **Rained out games will be made up if time permits only.** *Umpires will be in charge of calling the game after the first pitch. There will be a 30 minute rain delay to see if games may resume before games are cancelled.*

I. A manager has the right to protest over an official's interpretation of the rules provided that the protest is made immediately and before the next official pitch takes place. When the protest is made the umpire-in-chief shall consult with his/her associate umpires. If he/she is convinced that his/her decision is not in conflict with the Rules they shall announce that the game is being played under protest. The protesting manager must report in a formal written protest to the Athletic Office within forty-eight hours of the game in question.

J. When power is detected must wait thirty minutes after final horn.

1. **Team managers must report all protests to the umpire and scorekeeper at time of protest.**

2. All protests will be handled by the Athletic Review Committee.

J. Home-visitor will be on the schedule. Home team will be in the first base dugout and visitors will be in the third base dugout.

K. There will be a 20 run rule in effect for league play after three innings or 2 1/2 if the home team is ahead, 15 run rule after four innings or 3 1/2 if the home team is ahead, and 10 run rule after five innings or 4 1/2 if the home team is ahead.

\*\* L. No loose jewelry (i.e.: necklaces or chains, bracelets, watches, ear rings, etc.) will be worn in league play for safety. The only exception will be a Medical Alert tag or bracelet.

M. There will be a three (3) home run limit per game in league play. All homeruns after 3 will be an out. *Players hitting home runs do not have to run bases in order to keep the game on time.*

N. The third strike rule will be in effect in league play.

## VI. COED PLAYING RULES

A. A team shall consist of players in the following positions: ten players, FIVE MALE AND FIVE FEMALE, same as slow pitch with the following requirements; two males/two females in the infield and outfield and one male/one female as pitcher and catcher.

B. Teams may start and finish with nine players with the following exceptions:

1. If a team fields five male and four female players the 10th batting slot **will** be an out.

2. If a team fields five female and four male players, the 10th batting slot **will not** be an out.

C. Extra player rule: Twelve players, six male and six female, including two EPs who bat in the lineup. If the extra player is used in coed all twelve must bat and ten (five male/five female) must play defense. Defensive positions may be changed as long as the coed positioning is followed. The batting order must remain the same throughout the game.

D. The batting order shall alternate the sexes. Coed play will use a 12" red stitch ball for male batters.

E. The ball is dead. On any walk to a male batter the next batter is a female and she has the choice of walking or hitting up until the first pitch. NOTE: should the female runner pass a male runner when choosing to walk, no out shall be called during this dead ball period. A male batter-runner advancing to second base without touching first base shall be called out if properly appealed.

F. All games will have a one hour time limit with no inning beginning after the time limit expires unless the score is tied. The next inning will begin with the third out of the previous inning.

## **VII. FORFEITS**

A. If a team has to forfeit a game but has eight players in attendance, they may play a practice game. The practice game will end 15 minutes before the next scheduled game time. Scorekeepers only will be provided for practice games.

## **VIII. STANDINGS**

A. To determine the standings, percentages will be figured on number of games played. If two teams have identical win/loss records at the end of the season, the season championship team will be determined by:

- 1.) Head to head competition
- 2.) Runs allowed
- 3.) Runs scored

If three teams remain tied after the process, there will be the possibility of a playoff game to determine the season champion.

## **RULES AND REGULATIONS**

### **Flag Football**

#### **8-Man Non-Contact**

#### **ABBREVIATED CONTENT**

LOS - LINE OF SCRIMMAGE

EOR - END OF RUN

POI - POINT OF INFRACTION

AFD - AUTOMATIC FIRST DOWN

### **1.0 GOVERNING BODY**

The governing body will be the Recreation Dept.

### **2.0 LEAGUE**

The adult flag football league will consist of any team that wishes to participate in the league.

The season will consist of 8-14 regular season games with tee shirts awarded to the league champions and trophies to the top 3 regular season teams. An end of the season tournament will be held with each team eligible to participate. Regular season standings will determine playoff seeding. Trophies will be awarded to the top 2 tournament teams.

### **3.0 FIELD**

### 3.1 DIMENSIONS

The field will be 80 yards from goal line to goal line with 2 End zones of 10 yards each. The field shall be a minimum of 40 yards wide and a maximum of 45 yards wide.

### 3.2 MARKINGS

First down markers are positioned at the 20, 40, 20 yard lines. First downs are achieved by crossing these markers.

### 3.3 PLAYERS AREA

Players must position themselves within the two 20-yard lines when not on the playing field.

## 4.0 EQUIPMENT

### 4.1 BALL

It is recommended that teams use a High School approved ball or its equivalent. However, each team must provide an official size leather covered football which is properly inflated.

An infraction of using too small of a football will be an automatic penalty of reversing possession of the football at the place of the last snap prior to discovery of the illegal ball, if the ball was used for 1 play. If the illegal ball is discovered prior to the snap, there will be a **10-yard penalty**, no reversal of possession and removal of the ball.

Each team is responsible for their own ball (keeping it dry during adverse weather conditions). The center may carry the ball to the huddle.

Defense must retrieve the ball after an incomplete pass.

### 4.2 UNIFORMS

Uniforms shall be each team's choice as long as it does not include any hard or unyielding surface. All members of the same team must wear the same color jersey with at least an 8-inch high number on the back. A number on the front is recommended but not mandatory. Jerseys must be tucked in. The midriff shirt is legal, if in the judgment of the referee, it does not hinder the defense from pulling the flag. No article of clothing may cover any portion of a player's flag (Flag GUARDING). **Officials should warn violators of this between plays.** This incurs a **10-yard penalty** from Point of Infraction (P.O.I) or Line of Scrimmage (L.O.S.).

The lower uniform may be shorts, warm-ups, pants or any other type of athletic wear. It is recommended that no loose fitting pants, or pants with front, side or back pockets be worn.

No jewelry of any kind may be worn by players. Players caught with jewelry are removed from the game until the jewelry is removed and the team is penalized a **Uniform/Equipment penalty: (A charged time-out or delay of game if no time-outs remain).**

#### **4.3 SHOES**

Any flat-soled or completely molded cleat shoes are acceptable. Baseball or track spikes or any shoes that have steel or metal tips are prohibited. All players must wear shoes. Players with illegal footwear are removed from the game until the footwear is removed and the team is penalized a **Uniform/Equipment penalty: (A charged time-out or delay of game if no time-outs remain).**

#### **4.4 PROTECTIVE EQUIPMENT**

Helmets, shoulder pads are prohibited. Knee or thigh pads are allowed if made from a soft material. Any question as to the legality of players' equipment shall be decided by the referee of that game. The use of any unyielding hard substance cannot be used to protect an injury, no matter how well covered or padded. Therapeutic or prevention knee braces with any can be used if covered from direct external exposure (No knee braces with any kind of metal are allowed). Players with illegal protective equipment are removed from the game until the protective equipment is removed, and the team is penalized a **Uniform/Equipment penalty: (A charged time-out or delay of game if no time-outs remain).**

#### **4.5 FLAGS**

Each player on the field, (8 offensive and 8 defensive) will wear 2 flags at the waist, one on each side. Flags must be attached to a belt and the belt will be worn snug around the waist to eliminate being turned partially around the waist during an attempted deflagging.

Illegal alteration, securing, or substitution of flags or belts will result in **removal of player (s) from the game and a 15-yard penalty** from the L.O.S. of last snap if against the offense and if against the defense from P.O.I.

If a player is not wearing flags in the proper positions (including flags not turned outwards) he will be penalized. **Penalty: 10-yards from P.O.I. or L.O.S.**

#### **5.0 LENGTH OF GAMES AND TIME-OUTS**

## 5.1 PERIODS

The game shall be played in 2 halves of 20 minutes in length. In all games the clock will be running continuously.

At the end of 18 minutes in the first and second halves, the teams will be given **Two-Minute Warning**.

Time periods may be modified during Tournament/Post-Season play and during adverse weather conditions.

### **Clock Regulations:**

- The clock will start each half at the snap of the ball.
- After a team time-out, the clock will start at the snap of the ball.
- Because the clock is continuous, it does not stop during Point After Touchdown (P.A.T.) Attempt.
- The clock will stop for team time-outs, official time-outs, and at the discretion of the official to retrieve long incomplete passes.
- The on-field Captain or quarterback may request the amount of time left in the game from the officials at any time. Officials will be expected to give the correct time.

## 5.2 Final Two Minutes

Approximately **two minutes before the end of each period**, the Referee will stop the clock and inform both captains of the playing time remaining. The previous play determines when the clock will re-start. During the **final two minutes of each period** the clock will stop for:

- Incomplete passes, re-starts when ball is legally snapped
- Out-of-bounds, re-starts when ball is legally snapped
- Penalty and administration, re-start is dependent on the previous play
- Touchdowns, re-starts when ball is subsequently snapped
- Team time outs, re-starts when ball is legally snapped
- First down, re-starts is dependent on the previous play
- Referee's discretion, re-starts at his discretion
- Fair catch, re-starts when ball is legally snapped

## UNFAIR TACTICS

The Referee may order the game clock started or stopped whenever a team is trying to either conserve or consume playing time by tactics that are obviously unfair. Referees decision is final.

**Penalty: 5 yards for first offense and 15 yards for each subsequent offense.**

## 5.3 HALF TIME

Half Time will be the period of non-play between the 1st & 2nd half. It will be a minimum of 3 minutes and a maximum of 5 minutes.

## **5.4 TIME-OUTS**

Each team shall have 3 time-outs per half. Each team will be allowed 1 time-out during a tie breaker. Time-outs will be 1 minute in length. Time-outs may be called by any player that participated in the last play and is on the field of play

Additional Time-outs - Additional time-outs may be called by any player that participated in the last play and is on the field of play.

If a team exceeds its time-out limit in either half they will receive a **5-yard penalty for Delay of Game.**

NOTE: During a team's charged time-out, a team representative may confer with their team either on the field or at the sidelines.

## **6.0 SCORING**

### **6.1 TOUCHDOWN**

A touchdown scores 6 points. A touchdown will be scored for the team to which the ball legally belongs. When a down is completed and part of the ball is on, above, or behind the opponent's goal line.

### **6.2 POINT AFTER TOUCHDOWN**

The points awarded after a touchdown are:

- 1 point - Run or Pass from the 5-yard line.
- 2 points - Run or Pass from the 10-yard line.

The scoring team must declare prior to marking the ball ready for play whether they will snap from the 5 or 10-yard line. Scoring team may reconsider choice by calling a time-out or taking a Delay or Game Penalty (if no time-outs remain).

### **6.3 SAFETY**

A safety scores 2 points. The team scored against will then punt the ball from their own 10-yard line. Receiving team must have 5 players on the 20 yard line. Punt rules apply (8.22).

### **6.4 FORFEITED GAME**

In a game forfeiture, the score is recorded as 17-0

## **7.0 PLAYERS AND SUBSTITUTIONS**

### **7.1 PLAYERS**

Football teams will consist of 8 players with all being eligible receivers. A team may not field less than 6 players at any time or a forfeit will be called.

### **7.2 SUBSTITUTION**

There will be free substitution as long as players being substituted for are off the field prior to the next snap, or are out of the area of play and are departing the field in haste.

“Sleepers” on substitution will not be allowed on any play. No player may line up closer than 5 yards from the sideline unless he came out of the huddle or unless he was on the field of play during the previous play and did not leave the field of play.

### **7.3 TEAM ROSTER**

Team playing roster shall not exceed 14 players, including a Player/Manager.

Coaches must turn in their Teams Roster Form before the start of the first game. It must have all the players listed in legible print and signed by each player before they may compete in the City Flag Football League.

No new player may be added to a team’s regular playing roster after half of the season games. It is the coach’s responsibility to make sure the roster has all the players listed and all print is readable (No Nicknames). Full Names Printed Clearly & Signed. Coaches be sure you have the Roster Form ready to turn in at the start of the 1st game. No Exceptions. To add a player you must fill out an add form and pay \$1.00 for each player. To delete a player you must fill out a delete form and pay \$1.00 for each player.

No player may be on the league roster of more than one team in the Seminole Flag Football. (EXCEPTION: players may play in co-ed and man/women league.) Players participating with another team in the league will be suspended for their team’s next two (2) scheduled games.

No player may change from one league to another (example: from men’s league to church league) or from one team to another. In church league, players may not change teams unless they change membership.

#### **7.4 ELIGIBILITY**

No player shall be permitted to play in the Flag Football League that has played professional football (NFL, CFL, WLAF) the player shall be ineligible to participate for one year after the last day as a member of a professional team.

Any team violating this rule shall forfeit all games played with ineligible players.

Players must be 16 years of age.

#### **7.5 PLAYOFF ELIGIBILITY**

If you are on the final roster you are eligible for the playoffs.

#### **7.6 ROSTER CHALLENGE**

Teams that want to challenge the opposing team's roster may do so after posting a \$10 Fee to verify a team's roster. A team that wants to challenge another team's roster must do so during half time or notify the park supervisor before the final 2:00 minute warning of the game. Do not wait until the game is over as players are leaving at that time, you will void your right to a roster challenge. A Roster Challenge will be done by checking a player(s) driver license. This rule is only valid after the half of regular season play and in the playoffs. A team caught playing an illegal player (Not on the Roster) will forfeit the game played. It's the coach's responsibility to keep up with who is playing.

So be sure all your players are on the roster before you start the game.

#### **7.7 CLASSIFICATION OF TEAMS**

Team classification shall be determined by the League Director.

#### **7.8 PLAYER BEHAVIOR**

Any verbal badgering of officials or derogatory language between opposing players after officials have asked once for Team Captains' control may result in player(s) involved in the action being disqualified. The first derogatory action or language will be penalized 15 yards and the team captain warned. The second derogatory action or language will cause player(s) to be ejected for a (2) game minimum, and a 15-yard penalty against the team of the disqualified player(s).

Sideline players are subject to the same disqualification for abusive, obscene, or badgering language to either opposing players or officials. If the Captain or Coach of the penalized team cannot control the action of his players, the game can be forfeited at the discretion of the game officials.

Any player that has to be or reinstated and gets ejected a second time will be banished from the league.

Illegally kicking or throwing the ball will result in a 5-yard delay of game penalty.

### **7.9 TAUNTING/TRASH TALKING**

No trash talking of opponents and /or referees either on the field or from the sidelines this will result in a 15-yard penalty and a team warning the next offense will be an automatic two (2) game suspension . If conduct persists from the same team, official has the right to declare a forfeit. This applies to fans as will. Second offense banishment. Referees can penalize a team for remarks from the sideline. This means players or fans. Any fan that makes remarks to the field will have to leave the premises. That means no religious or racial remarks will be tolerated. Players will be ejected immediately! The above goes for before, after or during any game. League reserves the right to suspend or banish a player(s) and/or team for verbal abuse and/pr misconduct.

### **7.10 THREATENING OR TOUCHING AN OFFICIAL**

Any verbal abuse of an official and/or league representatives will result in a 15-yard penalty and a team warning the next offense will be an automatic two (2) game suspension. If conduct persists form the same team, official has the right to declare a forfeit. This applies to fans as well. Second offense banishment. Any player that touches an official in anger will result in police charges being filed by the department, as well as lifetime banishment from the league. The above goes for before, after or during any game. League reserves the right to suspend or banish a player(s) and/or team for verbal abuse and/or misconduct.

### **7.11 FIGHTING**

Fighting, which is described as pushing, shoving, punching or taunting an opposing player, fan or spectator, will result in that individual being thrown out of the specific game. Any player that throws on punch regardless of the circumstance (retaliation, etc.) will be automatically suspended by the league for two (2) games. Once a player has been ejected for fighting the player must leave the premises immediately. The above goes for before, after or during any game. If conduct persists from the same team, official has the right to declare a forfeit. This applies to fans as well. Players that leave their sidelines during a fight risk being thrown out of that specific game by the referees pending the circumstances involved. The referees will be the sole judge in question. A second infraction by a player on any of the above will result in banishment from the league.

The League reserves the right to suspend or banish player(s) and/or team involved in fighting and/or any of the above infractions.

## **7.12 ALCOHOL AND TOBACCO**

ALL ALCOHOL AND TOBACCO ARE NOT ALLOWED. IF CAUGHT VIOLATING THIS RULE, YOU WILL BE BANISHED FROM THE LEAGUE. (PLAYER(S) AND /OR TEAM) NO EXCEPTIONS!!!

Consumption of alcoholic beverages or smoking by players, Managers or Coaches is prohibited while on or near playing field.

## **7.13 TRASH/LITTER ON THE PLAYING FIELDS**

Teams must clear/clean their sidelines of all “litter” immediately after the game has ended.

Littering will be reported by Teams that play behind you and also the Referees. If you do not report a team for trashing a field, then you may get blamed for it. WE CAN AVOID ALL PROBLEMS BY KEEPING THE FIELDS CLEAN.

Your help in this matter will be appreciated!

## **7.14 FAKING EXCESSIVE CONTACT**

Any player, who in the judgment of the officials, fakes excessive contact for the sole purpose of drawing a penalty may be warned once by the officials and **then penalized for Unsportsmanlike Conduct** on the next offense. A warning to 1 player may be applied to a team as a whole if the officials so state that this warning is to the team. **Penalty: Treated as a Dead ball Foul, 15 yards.**

## **7.15 BEGGING A CALL**

During a play, if a possible infraction occurs and players or coaches from either team, either on the field or sidelines begins yelling out (Begging A Call), a **penalty of 5 yards** can be tacked onto the end of the play. This penalty will be marked off as a Dead ball Foul even if it occurred while play was in progress.

## **8.0 PLAYING REGULATIONS**

### **8.1 COIN TOSS**

Each team must designate its captains, one of the offense and one for the defense. Captains act as sole representatives of their team in all communications with the officials. No other players may question the officials.

Not more than five minutes before the start of the game, the referee, in the presence of both team captains, shall toss a coin at the center of the field. The toss shall be called by the captain of the visiting team. The winner of the toss must choose one of three privileges and the loser is given the other (the ball or goal to defend).

THE THREE PRIVILEGES ARE:

- Offense
- Defense
- Winner of the toss can choose to defer to the second half

## **8.2 BALL IN PLAY**

The ball shall be put in play at the beginning of the game, beginning of the second half, after a touchback, and after a score by placing the ball on the 20-yard line of the offensive team with 1st down and “line-to-gain.” At all times the ball shall be put in play from the center of the field or the spot marked by the official ball marker. **Penalty: Illegal snap, 5 yards from L.O.S.**

## **8.3 HUDDLE**

After the official marks the ball “ready-for-play,” the offense will have 25 seconds to put the ball in play or else be **penalized 5 yards for a Delay of Game**. It is not necessary to huddle after a play if a team wishes to use predetermined plays or audible. The team on offense may take the ball to the huddle.

## **8.4 SHIFT**

Two or more offensive players may be shifting their position at the same time prior to the snap. Their movement may be in any direction but they must become set for one full count (1 second) before the ball is snapped or before another player can go in motion prior to the snap.

## **8.5 MOTION**

Only 1 player is allowed to be in motion and player’s movement must be parallel to or away from the L.O.S. and must be continuous at the time of the snap.

## **8.6 ENCROACHMENT OFFSIDE**

Encroachment Offside shall be called if either the offense or the defense passes over the plane of the L.O.S. before the ball is snapped. If any defensive player is in the one yard neutral zone or within four yards in front of the center when the ball is snapped the defense will be declared offside. A false movement of the football by the center shall constitute offensive encroachment. These are Dead Ball Fouls and the play shall be immediately whistled dead before play begins and 5 yards automatically marked off against the encroaching team unless a 1st down would occur (Captain’s Choice).

If a player on either side lines up offside, the official will point toward that player's team side. If that player does not get back on side before the ball is snapped, he will be considered as having been offside at the moment of the snap. If an official has not "offside warned" a team for lining up offside by pointing at them, he should not call offside on them at the snap of the ball.  
**Penalty: 5-yard penalty from L.O.S. Or captain's choice after play is over.**

## 8.7 FIRST DOWN

A team will be allowed 4 downs to advance the ball from one zone to the next. **A Zone is 20 yards.** The zone will be considered reached when part of the ball is on or over the line marking the next zone, or in this case "the line to gain" when the play is declared dead.

If, after 4 consecutive downs, a team has failed to advance the ball into the next zone, possession shall go to the defense at the spot at the end of the last down.

## 8.8 STANCES

Any stance is permitted (when lining up for a play).

## 8.9 LINE PLAY

Any or all of the 8 players may be on the offensive or defensive L.O.S. at the snap.

The defensive line must be 1 yard off the ball at the snap.

No defensive player may be within 4 yards of the ball if lined up directly in front of the center, or within 1 yard of the ball if lined up to the side of the center at the snap.

## 8.10 SCREENING/RUSHING

Only screen blocking is permitted. Screen Blocking shall be defined as obstructing the rusher's path to the quarterback or ball carrier, as long as it is done behind the L.O.S., as follows: (1) The screener must have his thumbs hooked in his pants and holding the flag belt with each hand. (2)The screener must hold his arms in front of his body and locked together in some manner. (3)The screener must hold his arms behind the back with arms locked together in some manner. The screener may not block with his head, hips or legs; the screener may not leave his feet to screen; there can be no independent movement of the elbow.

A penalty will automatically be called if a screener's hands leave his pants and flag belt, or if his arms are removed from in front or behind his back while in the process of screening within 2 yards of the rusher, Although this method of screening cuts down on excessive contact by the screener, it nevertheless places the screener in a very vulnerable position. Therefore, **The Main Responsibility of Avoiding Contact Rests With the Rusher.**

IT IS ASKED THAT BOTH THE SCREENER AND THE RUSHER STRIVE FOR NON-CONTACT.

The rusher may not run over the screener. The rusher may not pull the screener toward him or push the screener away from him. A penalty will be automatically called if the rusher touches the screener's head as long as the screener is screening up right. The screener may not **step** into the rusher.

Moving screens behind the L.O.S. for the passer or potential passer is legal. Once the pass or the potential passer crosses the L.O.S., all down field screens must be stationary screens. As the ball crosses the L.O.S. offensive players may maneuver for laterals behind the ball, but in doing so must not deliberately screen any defensive players. They must be clearly in the act of positioning for a lateral. Moving screens shall be penalized from the P.O.I. **Penalty: 10 yards and loss of down if it occurs beyond the L.O.S.**

"Pick Plays" by receivers on defensive backs or linebackers are illegal if set by receivers within 5 yards of a defender (a form of down field screening).

Roughing the passer when the pass is incomplete will be marked off from the L.O.S. When the pass is complete, the penalty will be marked off from the E.O.R. Penalty: 10 yards and an automatic 1st down.

Defensive player may not have any contact with the passer when he is passing. The defense may rush as many players as it wishes. NOTE: OFFICIALS SHOULD BE AWARE IF CONTACT IS CAUSED BY PASSER STEPPING UP OR MOVING INTO RUSHER. If the rusher touches the quarterback on the head in his attempt to block a pass; if the rusher, while attempting to deflag the quarterback or block a pass, lets his momentum carry him into the passer, even if the ball is tipped by the defender Roughing the Passer will be called.

## **8.11 PASSING**

There can be only one forward pass per play. There can be only 2 exchanges of the football in the air (forward pass or lateral) which are initiated from behind the L.O.S. After the 2nd exchange of the football in the air, if completed behind the L.O.S., the football must be run across the L.O.S. A forward pass is defined as a live ball thrown toward the opponent's goal line.

A direct handoff or a bobbled, but complete direct handoff, shall not be considered an exchange of the football in the air.

If the passer is beyond the L.O.S. when the football is released, or if a 3rd exchange of the football in the air is initiated from behind the L.O.S., an illegal Forward/Pass has occurred and will result in a **5-yard penalty** and loss of down if accepted. Illegal forward passes will be marked from P.O.I./L.O.S.

Once the ball has crossed the L.O.S., in the air or in possession of a player, it cannot be passed forward, even if the ball is first returned back across the L.O.S. (Illegal Forward Pass).

### **8.12 INTENTIONAL GROUNDING**

Intentional Grounding shall constitute an illegal forward pass.

A lateral will be any pass thrown overhand or underhand perpendicular to or away from the direction of advancement of the team in possession. Forward laterals are treated as illegal forward passes if beyond L.O.S.

Push or Shovel passes thrown in any direction are legal if initiated behind the L.O.S. Once a player crosses the L.O.S., push or shovel passes are legal if thrown parallel to or behind the ball carrier.

### **8.13 RECEIVING**

All players of both teams are eligible pass receivers. Each player is eligible, even if he steps out of bounds or out of the end zone, as long as he catches the ball inbounds or comes down first inbounds with at least 1 foot. If a receiver comes down with one foot inbounds and one foot out of bounds simultaneously, the pass is incomplete. The lines marking the sidelines and the extreme back of the end zone shall be considered out of bounds if stepped on any degree.

Two or more offensive receivers or defensive players may touch a pass in succession, resulting in a completion. After a pass is thrown, it is too much to expect of the officials to keep track of exactly who touched the ball. The official(s) will determine: (1) Did pass interference occur? (2) Who caught the ball? (3) Was receiver inbounds with at least one foot at moment of possession? A double reception always goes to the offense.

### **8.14 PASS INTERFERENCE**

Pass Interference Rules shall apply to any pass made from behind the L.O.S., whether it is a forward pass or a lateral pass, and applies to both offensive and defensive players. After the pass is in the air, neither pass receiver nor defender may touch the other until one of them touches the ball, or else offensive or defensive pass interference may be called. If contact occurs after one of them touches the ball, then pass interference cannot be called unless one of them catches the ball and the other “strips” or attempts to “strip” the ball from his hands.

Receiver stripping is defined as attempting to take the ball from the grasp of a receiver after he has placed both hands on the ball but before he has brought the ball into a possessive position, in which case, Pass Interference will be called. If the player established possession of the football, the defender must go for the flag and not the ball. (Official’s judgment will determine if a catch has taken place). **Penalty is same as Pass Interference.**

Any contact that occurs after the pass is touched (excluding Receiver Stripping) and is either complete or incomplete, must be judged by the officials as either unavoidable contact caused by

both players “playing the ball” or avoidable contact which shall be penalized. Penalty will be 10 yards from P.O.I. If incomplete or complete, or judged to be flagrant, the penalized player may be removed from the game and penalty will be 15 yards. If pass is judged to be unmatchable, penalty will be assessed from the L.O.S.

All pass interference calls, whether offensive or defensive occurring during the “Regulation Play Period, Tie Breaker Period,” or the “P.A.T. Try Period,” which is accepted by the defensive captain shall be marked off 10 yards from L.O.S. with loss of down (and loss of play during “Tie Breaker Period”).

All defensive pass interference calls, whether they are during Regulation Play Period or “Tie Breaker Period,” which are accepted by the offensive captain shall be marked off 10 yards from P.O.I. and awarded an automatic first down. During P.A.T. try period team will be awarded an additional play (two tries), if needed to score.

Screening a receiver’s eyes by a defender without playing the football is pass interference and shall be penalized as such.

“Bump and Run” or checking an offensive receiver will be a 10-yard penalty from L.O.S. and Captain’s choice.

### 8.15 DEFLAGGING

The ball carrier is down and the ball is dead when either flag is detached from the ball carrier’s belt or when the ball or either knee touches the ground. Offensive players must have possession of the ball before they can legally be deflagged. A flag removed inadvertently (net removed by grabbing and pulling) does not cause play to stop. It should continue as if the flag had not been removed. In all situations where a play is in progress and a ball carrier loses his flags either accidentally or inadvertently, the deflagging reverts to a two-hand touch of the ball carrier between the armpits and the knees. It is **unsportsmanlike conduct** and penalized as such for a player to remove **his own flags** before or during a live ball period. A defensive player’s feet may leave the ground to pull the offensive player’s flag, but he may not make contact while doing so. When a defensive player pulls the ball carrier’s flag, he should stop and hold it above his head for officials to see and the ball will be marked at its furthest point.

Tackling is prohibited. Tackling is defined as grasping or encircling the body of the ball carrier with a hand or arm. Grabbing the ball carrier’s clothing shall be penalized as tackling. If the defensive player reaches across the body of a ball carrier to pull his flag and contact is made, the responsibility of the contact lies with the defensive player. The penalty for tackling will be as follows: 10 yards for impeding; 15 yards for tackling (encircling of body), with automatic first down (if tackling) from P.O.I. or L.O.S.; and if, in the opinion of the officials, the act prevented a score, the official will award a Touchdown. The offender will be disqualified if the act was in the official’s judgment to be flagrant.

The intended receiver of either a forward or lateral pass may be deflagged only after first touching the ball- even while fumbling or bobbling the ball and before possession is established.

The receiver will be considered downed at the point he was deflagged.

**If the Quarterback's hand was in forward motion when his flag was pulled, the pass is allowed.**

Illegal Deflagging is prematurely pulling an opponent's flag with the intent of making the offensive player ineligible to become a ball carrier. Penalty: 10 yards from L.O.S. or E.O.R. A defender may not push or knock a ball carrier out of bounds, (a form of illegal deflagging). Penalty: 10 yards from P.O.I. and placed on the 1 yard line if act prevented a score (automatic first down).

### **8.16 QUICK WHISTLE**

If the official whistles the play dead prematurely, the offense shall have the choice of: 1) accepting the ball where it was whistled dead, or 2) replaying the down or play unless a quick whistle occurs when ball is in the air and is immediately followed by a reception, then that team (offense or defense) shall have choice of option.

Pretending to pull an opponent's flag (raising empty hand intentionally) resulting in official's "Quick Whistle," will be penalized 10 yards and offense's choice of either #1 or #2 above.

Offensive fouls, if they were committed before a "Quick Whistle" have priority over a "Quick Whistle."

### **8.17 BALL CARRIER**

The responsibility of avoiding contact rests with the ball carrier. He must show the officials he made an effort to avoid contact. The ball carrier will not deliberately run or drive into a defensive player. A ball carrier may spin or jump, but must realize that while spinning or jumping he is in a "State of Non-Control" and should contact occur as a result of his uncontrolled momentum, he will be penalized. The ball carrier may not jump over a player on the ground and must go round him. The "Stiff Arm" is illegal. Penalty: 10 yards from P.O.I. and loss of down if it occurs beyond the L.O.S.

The ball carrier shall not protect his flags by blocking with his hand, arm, head or ball. The defensive player must have a clear opportunity to pull his flags. Flag guarding will be marked 10 yards from L.O.S. (If behind the line). Or from P.O.I. if beyond the L.O.S. and loss of down.

### **8.18 FUMBLE**

Forward offensive fumbles will result in ball being marked dead at the point of fumble, backward fumbles will be marked at point where ball hits the ground or goes out of bounds.

### **8.19 CENTER SNAP**

A center snap may touch the ground before it gets to the quarterback and remain playable if the quarterback fields it cleanly off a bounce (one or more) or from the ground. However, if the quarterback muffs the ball to the ground or the ball goes past the quarterback, it is dead where the ball touches the ground.

All center snaps must be made between the center's legs. A false movement of the football by the center after he is set shall constitute encroachment. At all times the ball shall be snapped from the center of the field or the spot marked by the official ball marker.

Direct Snaps are Legal, but there must be a clear and immediate exchange of the ball between the center and the quarterback.

### **8.20 PUNT**

If a punt is to be made, the offense must announce it to the referee before the ball can be declared ready for play. The offense must declare within 10 seconds after asked by referee on 4th down play. (Penalty: Delay of Game). After the offense declares, the referee will mark ball ready for play whereupon the offense will have 15 second to punt the ball.

When the offense declares the punt, it becomes a guaranteed punt. If a defensive penalty occurs after the offense declares the punt, a time-out is called by the offense, or a delay of game penalty is called on the offense, they can reconsider their choice to punt.

The ball will not be dead if it touches the ground before the punt is made, even if muffed by the punter. After a punt has been declared, neither team may cross the L.O.S. until the ball is kicked. The offense may have any number of its players on the L.O.S. The punt returning team must have 5 players within 5 yards of the L.O.S. and they must remain in that zone until the punt returner enters that zone, at which time they may provide stationary screens or maneuver for a lateral. The 5 may not attempt to screen any member of the punting team as they pass through the 5-yard zone. Penalty: 10 yards from E.O.R./P.O.I.

If the punt hits a member of the punting team, who has not crossed the L.O.S., it is dead at that spot. Any member of the punting team may down the punt if it is beyond the L.O.S. and has touched the ground prior to being downed. The punt will be declared dead at the spot where it is first touched by the punting team.

The punt returning team may have 3 returners in deep positions. The 2 returners that do not carry the ball may not act as moving screens. They may run forward and provide stationary screens, or maneuver for a lateral. Penalty: 10 yards from P.O.I.

The punt returning team may field the punt in the air, off a bounce (one or more), or directly off the ground, if fielded cleanly. When a punt touches a player on the receiving team who is inbounds and the ball rebounds into the air, all players become eligible to intercept and advance

the ball before it touches the ground. This applies even if the punt hits the ground before first touching the receiving team's player.

The punt returning team must be given the opportunity to field the punt in the air. There must be a 2 yard distance between any defensive player and the punt receiver. If the ball is touched in the air by the punting team or within two yards of the receiving team there will be a 10-yard penalty from the P.O.I.

On a punt play, there are no line-to-gain lines (1st down lines) established. When the punt receiving team is returning a punt, any live ball fouls committed by either team which are accepted will result in the penalty being marked off, after which the next line will become the line-to-gain for a first down. As soon as the play is blown dead, the line-to-gain is established. Any dead ball fouls that occur will result in the line-to-gain remaining the same (unless the enforced penalty leaves the ball past the line-to-gain).

If a punt is left unattended, it becomes dead where it rolls to a stop.

No Quick Kicks are allowed. It is a 5-yard penalty from L.O.S. and loss of down.

Any punted ball that goes into the end zone or if the punt receiver is carried into the end zone by his original momentum will be a touchback.

## **8.21 TIE GAME/OVERTIME**

When the score is tied at the end of the second period, the Referee will instruct both teams to return to their respective team boxes. There will be a two minute intermission during which both teams may confer with their Coaches. All Officials will assemble at the 40-yard line, review the procedure and determine the number of remaining second period time outs for each team. The Line Judge will go to one team and the Black Judge to the other team, to inform the Coaches of the time outs remaining.

At the coin toss in the center of the field, the visiting team Captain will be given the privilege of calling the coin while it is in the air. The winner of the toss will be given his choice of defense, offense, or of designating the end of the field at which the ball will be put in play. The loser will have his choice of the remaining options. To indicate which team will go on offense, the Referee will have that Captain face the goal toward which his team will advance and indicate this with the first down signal. The other team Captain will face the offensive Captain with his back toward the goal which he will defend.

Each team will be permitted one additional time out during each extra period plus any unused second period time outs. The final score will be determined by totaling all points scored by each team during the regulation game and overtime period(s).

## **RULE CHANGES**

## ALL GAME RULES WILL APPLY EXCEPT:

- The line-to-gain will always be the goal line
- No try will be made if the winner of the game has been determined
- If B scores a safety or touchdown, during A's Possession, the game is ended
- If a safety is scored by A, the succeeding spot will be the 20-yard line in possession of A, unless the scoring of the safety decides the game in which case the game is over.
- If B gains possession, and does not score, then down and series A ends immediately
- No free kick privileges are awarded following a fair catch or awarded fair catch

## PROCEDURE

To start the overtime, A will put the ball in play, first and goal, on **B's 20 yard line anywhere between the inbound lines**. A will have a series of four downs. The series will be terminated by any score by A or if B has possession at the end of any down. A will be awarded a new series when:

- The penalty for defensive pass interference is accepted
- When a first down is provided by rule in the enforcement of a penalty
- If A scores a touchdown, it is entitled to the opportunity to try for point, except when it is unnecessary to break the tie. If the defensive team gains possession, the ball becomes dead immediately and A's series is ended.

After A has completed its series, B will become the offensive team with the ball in its possession at the 20-yard line, **anywhere between the inbound lines**. The same end of the field will be used for both possessions in order to insure equal game conditions and conserve time.

If the score remains tied after each team has been given one series, the procedure will be repeated with another period(s) until a winner is determined. There will be an intermission of two minutes during which the loser of the coin toss will be given first choice of the options. If additional periods are required, first choice of options will be alternated.

## 8.22 PENALTIES

All live ball fouls (fouls which occur while play is in progress) are Captain's choice. All dead ball fouls (fouls which occur prior to the snap or after the ball is blown dead) will automatically be marked off (except in the case a first down would occur-captains choice). This means that if a foul occurs during a down and is a live ball foul, and then a dead ball foul occurs, both fouls will be enforced. They do not offset, even if against different teams.

After a penalty is called, only the Captain of the penalized team may discuss it with the officials. The officials making the call are obligated to give the players' number and the act they committed (without discussion) to the penalized team captain. The official will then give the opposing team captain his options on the penalty. That Captain's first choice will be final.

If, in the judgment of any game official, the following acts are deliberate or flagrant, the player(s) involved shall be ejected from the game:

1. Using fist, kicking, or kneeling

2. Illegal use of hands, forearms, or elbows
3. Tackling
4. Any deliberate or flagrant act which could cause injury
5. Any act of unsportsmanlike conduct
6. Abusive, profane or insulting language
7. Any act of unfair or rough play
8. Threats or harassment of other players/officials
9. Verbal badgering of officials

Note: Warning is not required. This is your Warning!

There will be a minimum of 1-game suspension for any person ejected from a game for any reason. Local and tournament rules may be more severe.

Penalties, which would otherwise be marked-off past the goal line, shall be placed on the 1-yard line.

### **8.23 ILLEGAL ADVANCEMENT**

Advancement may not occur as a result of the ball being slapped, kicked, pitched, or pushed by either team in the direction of their goal line. The ball will be declared dead at the spot of such illegal advancement and there will be a 5-yard penalty plus loss of down.

### **8.24 OFFSETTING PENALTIES**

If offsetting fouls occur during a down, while the ball is ready-for-play, that down shall be played over. If offsetting fouls occur between successive downs, the next down shall be the same as if no fouls occurred.

If there is a change of team possession during a down, the team last gaining possession may decline the offsetting fouls and retain possession after accepting the penalty for its own infraction, providing that the infraction occurs after the change of possession. If offsetting fouls occur prior to change of possession play shall be repeated.

### **8.25 GENERAL PENALTY INTERPRETATIONS**

All penalties shall be marked 5 or 10 yards, unless in the opinion of the officials, the foul is flagrant or of excessive contact, in which case, penalty will be 15 yards and the player may be ejected.

In order to establish a simple philosophy in assessing penalties, these general rules hold true with only a few exceptions:

1. Accepted Penalties: Are marked from the E.O.R., L.O.S., or P.O.I., and the down may or may not be replayed.
2. Refused Penalties: The ball stays where blown dead and the down is not replayed.
3. Live Ball Fouls: Are Captain's choice.
4. Dead Ball Fouls: Are not Captain's choice and will be marked off
5. Downfield Offensive Penalties: Shall be marked from P.O.I., and the down or play will not be repeated.
6. Downfield Defensive Penalties: Will be marked from P.O.I., and the down or play will not be repeated.
7. After enforcement of a defensive foul ball may not change possession, game nor half may not end and P.A.T. try will be repeated.

“Little-To-Lose” Penalties: If the full penalty cannot be marked off due to the field position relative to the goal line, the ball will be marked off to the one yard line.

1. Defensive penalties on teams backed up to within 1 yard from their goal line will result in the play being run again from L.O.S. plus one free down awarded to the offense if they have not scored by the 4th down.
2. Offensive penalties on the team backed up to within 1 yard from their goal line will result in a Loss of Down unless there is a change of possession during the play.
3. Offense Fouls in their own end zone will be the Captain's choice: Safety Loss of Down.

Penalties on the playing field during the tie breaker shall be marked the same as during regulation time.

### Penalty Enforcement Line-to-Gain

1. Enforcement of any penalty which leaves the ball across the line-to-gain will result in a new line-to-gain (1st down).
2. Enforcement of any live ball foul which leaves the ball short of the line-to-gain will result in the first down line remaining the same.

All dead ball fouls after a touchdown but before the ball is put in play after change of possession will be penalized from the 20-yard line. All live ball fouls during this period are the Captains choice penalties.

## **8.26 PROTEST PROCEDURE**

Any protests for misinterpretation or application of playing rules must be settled on the spot before the next play. The Manager or Coach must have a copy of the rules in order to validate his protest. Otherwise "Delay of Game" will be called. If coach/manager is wrong in the protest there will be a loss of a time-out, if no time-outs remain a 5-yard delay of game penalty will be assessed. Remember only the Captain or coach/manger may confer with the officials. Judgment calls are not protest able. **Tournament or League Director may assist in protest.**

All game results are final with the exception of a roster challenge (see section 7.6)

Should any coach have a concern about any official, you must submit this concern in writing or E-mail (no telephone calls) and forward to the league office. All written inquiries will be responded to by the League Director.

## **9.0 LEAGUE STANDINGS**

### **9.1 WEEKLY SCORES**

The Department will post weekly standings on the Bulletin Board at the Concession Stand.

### **END OF REGULAR SEASON**

At the end of the season, divisional tie breakers are determined as follows:

1. Head to head competition
2. Net points (points for versus points against)

Net points will determine divisional tie-breakers when three (3) or more teams are tied and no one team has beaten all the other teams they are tied with.

## **10.0 RAIN/LIGHTNING GAME CANCELLATIONS**

There may be game cancellations due to inclement weather that could result in bodily injury or damage to the fields from RAIN/LIGHTNING. Call the rain/lightning phone for cancellations. Game Day Phone is \_\_\_\_\_. Games canceled due to inclement weather, will be made up at the end of the season. If field availability allows.

## **11.0 REFEREE BYLAWS**

Referees will be courteous to all teams. If a team/player is giving you any problems, DON'T ARGUE. Give him an unsportsmanlike or kick the player out of the game. Take the captain aside and explain the situation. **DON'T ARGUE! KNOW THE RULES! DON'T LET TEAMS DICTATE THE GAME!** Do not comment on the games/teams in the league. Don't complain about anything in the league. If you have a complaint take it up with the League Supervisor. The League would like to hear Referee opinions on the rules. Your professional attitude would be greatly appreciated.

### **12.0 LEAGUE Payment**

League Fees must be paid in a form of Cash, Money Order, Company Check, or Personal Checks. All Monies Must Be Paid in Full at time of Deadline. A Partial Payment will not be accepted.

**NO MONEY WILL BE REFUNDED FOR PLAYER EJECTIONS OR TEAM EJECTIONS OR FOR ANY OTHER REASON! ALL FEES ARE FINAL.**

### **RULES FOR OUR BUS TRIPS**

**We will cooperate with our bus driver.**

**We will not damage the bus or city equipment.**

**We will keep our arms and hands inside the bus.**

**We will stay in our seat at all times.**

**We will not fight, push, or shove.**

**We will not curse or yell back at anyone.**

**We will not eat or drink on the bus.**

**We will keep quiet during roll call and directions.**

**We will answer roll only for our own names by saying “here.”**

**We will be courteous at all times Saying Sir and Ma’am is VERY respectful!**

### **OUR DISCIPLINE POLICY**

**1<sup>ST</sup> INCIDENT: Verbal Warning. Lecture, apology and release by your coach to your group.**

**2<sup>ND</sup> INCIDENT: Parent and Coach Conference. Discuss the behavior and how you and your coach can work together to solve the problem.**

**3<sup>RD</sup> INCIDENT: Loss of Privileges. No trips or sport game activities. Suspension to be determined by coach or Seminole County Recreation Director.**

**After the loss of privileges, if the behavior continues, a referral will be made for the player to be terminated from the program.**

**Any fighting will result in an automatic termination from the team.**