

# CBYF TACKLE FOOTBALL RULES

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## COLUMBIA BASIN YOUTH FOOTBALL TACKLE RULES

### **1. FUNDAMENTAL PRINCIPALS OF OPERATION**

- 1.1. All persons who indicate a desire to play football by meeting the registration requirements as they pertain to parental consent, weight and age shall become accepted participants in Columbia Basin Youth Football (CBYF).
- 1.2. There shall be no cutting of eligible players.
- 1.3. All players must have three (3) non padded and eight (8) padded practices before playing in any CBYF games.
- 1.4. Regular season games will consist of six (6) games followed by three (3) weeks of play-off games which culminate into a Super Bowl the following week at each Grade-based division level. League Practices can start 6 weeks prior to the first regular season game with regular season games beginning the weekend after Labor Day weekend.
- 1.5. During CBYF's regular season, which is marked by our season opening and our season ending Superbowl, there will be no "All Star" teams formed.
- 1.6. Sponsoring organization, league, city or group associated with CBYF refusing to register an eligible applicant before the end of the last sign-up date shall be suspended from CBYF for a period of one year.
- 1.7. The CBYF will allow one charter per high school boundary. Current approved charters are: Junior Falcons (Richland), Junior Mustangs (Prosser), Junior Bombers (Richland), Junior Riverhawks (Pasco), Junior Bulldogs (Pasco), Jr Southridge Suns (Kennewick), Jr Cadets(Yakima), Junior Leopards (Zillah), Junior Braves (Kennewick), Junior Lions (Kennewick), Junior Bears (Benton City), Junior Panthers (Finley), Junior Blue Devils (Walla Walla), Junior Coyotes (Burbank), Junior Bulldogs (Hermiston), Jr Grizzlies(Sunnyside), Junior Warriors (Mattawa), Jr Eagles (Connell), Jr Tigers (Ephrata), Jr Huskies (Othello), Jr Jacks (Quincy), Jr Knights (Royal), Jr Rangers(Naches) and Jr Cougars (Warden). Jr Wildcats(Toppenish), Junior Spartans (Granger), Junior Wolves (Wapato), Junior Mavericks (Moses Lake), Junior Hawks (College Place), Junior Pioneers (Milton Freewater), Junior West Valley Rams (Yakima) and Junior Buckaroos (Pendleton). Teams will substantially consist of players from within the district of each respective Junior Charters High School boundary. A player is deemed to be vested with an Out of District Charter once a Transfer Request Form is fully signed by both Charters. It is the receiving charter's responsibility to maintain copies of these Releases for the duration of that player's CBYF career.
- 1.8. All players must be registered prior to Book Check certification. No player can practice or participate until that player is fully established in that respective Charters registration system.

### **2. SPECIAL EVENTS**

1. The schedule and format of the annual CBYF season shall be approved by the Board.

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2. Any individual, coach, officer, player or parent of any sponsoring organization attempting to do business, schedule games or coordinate activities without the CBYF Executive Boards knowledge and or approval shall be suspended immediately, pending review of the incident by the CBYF Board.
3. All special events shall be approved by the CBYF Board of Directors.
4. Regular scheduled league games played at any of the CBYF sanctioned playing fields shall not be considered special events.
5. Playoff games and championship games shall be considered special events.
6. The field for all special event games shall be awarded to one of the member Charter cities. The CBYF Board shall determine the city.
7. The format for any special event game shall be approved by CBYF.
8. Format considerations will be time, place, league or exhibition game, referee availability, insurance validity, travel plans, costs, etc.
9. A CBYF charter may host a Jamboree/scrimmage in the month of August that only includes teams within the CBYF.(see rule 1.3 regarding eligibility)
10. The teams, times and locations for all playoff games shall be determined and approved by the CBYF Board.
- 10.1. A special event shall be defined as any game or other activity that involves the use of the CBYF name. Any game or other activities not covered by this set of CBYF rules shall be considered a special event.
- 10.2. Playoff system, after culmination of the six (6) game regular season, will be:
  - a. Playoff teams will be made up of teams from our North, South, East, and West Divisions. Prior to the start of the season, the CBYF Executive board will determine how many teams from each division will be eligible for the playoffs at each age level. The Board will use the following equation to determine the number of playoff teams from each division; The division with the lower number of teams divided by the total number of teams multiplied by 8 and rounded to the closest integer.
  - b. Example. The North division has 10 teams, the South has 5 teams.  $(5/15) \times 16 = 5.33$  rounds up to 6 playoff teams for the south division, the north would have the remaining 10 playoff spots.
  - c. If Sixteen(16) teams or less per Grade-based division level —all teams shall qualify for playoffs. Highest seed plays lowest seed until two teams remain for the Super Bowl. If an odd number of teams are eligible for the playoffs, the #1 seed receives a bye in the first playoff round. The highest seeded team per playoff game has preference on field location.

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1. Head to Head competition will determine tie position to qualify for playoffs. If head to head is not applicable, Kansas City Tie Breaker will be used to determine seed position in the event of a tie position to qualify for the playoffs. Kansas City Tie Breaker to be played from the 25-yard line.
2. Head to Head competition determines tie position, in terms of seeding, for teams qualified for playoffs. A hat draw will determine seeding if head to head is not applicable.

### 2. **PARTICIPANT OBLIGATION (FOOTBALL – CHEERLEADER)**

- 2.1. Participants are expected to maintain their schoolwork at a passing level.
- 2.2. Participants are expected to be a credit to their community by practicing good leadership and fair play.
- 2.3. The CBYF follows the Washington Interscholastic Activities Association (WIAA), the governing body of athletics and activities for secondary education schools in the state of Washington, rules on participant ejections.
- 2.4. Participants are expected to attend all team practices and chalk talks. The only excuses for absences shall be illness, injury, or family emergency.
- 2.5. Participants are expected to take good care of and treat their equipment with respect.
- 2.6. A participant, who does not follow the preceding rules, does not show a desire to participate and learn by either their speech or actions creates problems, or dissension between other team members or coaching staff can be recommended for dismissal through the local youth football Charter.

### 3. **PARENT/GUARDIAN OBLIGATION**

- 3.1. The parent/guardian shall inform the participant's coaching staff of any medical or other problems the player may have.
  - 3.1.1. The parent/guardian shall help the participant live up to their obligations as stated in the Participant obligation.
  - 3.1.2. The parent/guardian shall help the participant take care of and promptly return (upon request) all equipment that has been issued to the player.
  - 3.1.3. The parent/guardian will attend as many of the participant's games as possible. Your encouragement and support play a big part in your players' growth, desire to participate and in their overall feelings and self-esteem.

### 4. **COACHES OBLIGATION (FOOTBALL AND CHEERLEADER)**

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- 4.1.1. All members of a team's coaching staff should treat all their participants and participants on opposing teams with respect.
- 4.1.2. All members of a team's coaching staff shall, for example, teach participants sportsmanship and fair play.
- 4.1.3. Any coach or assistant coach who, by example or by encouragement, incites unsportsmanlike or disrespectful behavior by their participants shall immediately be ejected from the current game and will be subject to further disciplinary action upon review by the CBYF Board.
  - 4.1.3.1. The CBYF follows the Washington Interscholastic Activities Association (WIAA), the governing body of athletics and activities for secondary education schools in the state of Washington, rules on coach ejections. The ejected coach can coach practices for the following week but cannot be on the property for the game following an ejection. Additionally, if the coach is ejected twice in the same season, the coach can no longer coach for the remainder of the season.
- 4.1.4. All members of a team's coaching staff shall, to the best of their ability, teach their participants the fundamentals of football or cheerleading.
- 4.1.5. It is required that all coaches be certified by the National Youth Sport Coaches Association, USA Football or the similar and have a background check from a credible source on file with the Charter. All coaches, assistant coaches or volunteers who violate any of the rules or Fundamental Principles of Operation, which he has been told about or given a written copy of, may be terminated from the CBYF and their position.
- 4.1.6. At the end of each game coaches will meet with their team and the opposing team to award a Sportsmanship Award. Coaches will award a player from the other team.
  - 4.1.6.1. Acknowledging the Sportsmanship Award is mandatory. Any coach who does not acknowledge a Sportsmanship Award at the conclusion of the game, will be suspended from coaching the following week.
- 4.1.7. Violation of these rules shall be handled as follows:
- 4.1.8. First Violation: Warning letter to the coach or helper stating the infraction committed.
- 4.1.9. Second Violation: Two-week suspension from all practices and games.
- 4.1.10. Third Violation: Third Violation is cause for dismissal from the program.
- 4.1.11. Serious offenses committed by a coach, assistant coach, volunteer or official may be directed immediately to the CBYF Board to be ruled upon in a manner deemed to be in the best interest of the CBYF Organization.
- 4.1.12. Probation is defined as not being allowed to vote on all matters in the CBYF for a period of one calendar year. The CBYF Board can by simple majority place an existing Charter on probation after the offending Charter has had the opportunity to present their case to the CBYF Executive

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Board. After a majority vote by the CBYF Board, a newly admitted Charter will be automatically placed on probation and after 1 year the CBYF Board will have a follow up vote on whether to grant full member status to the new Charter.

### 5. DRAFTING AND PLAYER / TEAM PLACEMENT

#### 5.1.1. K-1<sup>st</sup> and 2<sup>nd</sup>-3<sup>rd</sup> Grade Flag Division

5.1.2. Players get split between teams with respect to coach, carpool, and friend requests, such that there will be a fair distribution of talent across the division.

#### 5.1.3. 4<sup>th</sup> Grade Division

5.1.4. Coaches will select players onto their teams based on their evaluation during preseason/summer camp or the first week of practice. The head coach and up to 2 assistant coaches per team can exclude one player from the split process who will automatically be placed on that coach's team.

5.1.5. In the case of 2 teams splitting, the order will be determined by coin toss. If there are more than 2 teams splitting, coaches will draw numbers out of a hat with the lowest drawn number getting the first pick.

5.1.6. Example. 3 teams splitting, numbers 1 through 3 are placed in a hat. The coach that draws 1 will pick first in the first round. The coach who draws #2 will pick 2<sup>nd</sup> in the first round, etc.

5.1.7. If there are 2 teams splitting, the teams will alternate picks until all players are selected.

5.1.8. If there are more than 2 teams splitting the process will follow a snake order example: round one 1-2-3, round two 3-2-1, round three 1-2-3, etc.

5.1.9. Players that are not at any of the evaluation practices or preseason camps will be assigned to a team via a hat draw at the end of the split process.

#### 5.1.10. 5<sup>th</sup>- 8<sup>th</sup> Grade Division

**5.1.11. These age groups only need to draft if the number of teams is changing from one year to the next.**

5.1.12. **Example A:** in 2021 there are 2- 6<sup>th</sup> grade teams 54 players total), in 2022 there are 53 players registered still 2-7<sup>th</sup> grade teams, no split is necessary.

5.1.13. **Example B:** in 2021 there are 2-6<sup>th</sup> grade teams (54 players total) in 2022 more players sign up, we have 70 players register for 7<sup>th</sup> grade. Teams will go from 2 at the age level to 3 teams. **A split is necessary.**

**5.1.14. If team count increases from the previous year:**

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- 5.1.15. Each coach may shield 6 of their returning players from the split process. All other returning players will be included. The new team would select 6 players from the remaining pool of players and then begin the team split process.
- 5.1.16. Coaches will select players onto their teams based on their evaluation during preseason/summer camp or the first week of practice.
- 5.1.17. If only 2 teams are splitting, a coin toss will determine draft order.
- 5.1.18. If there are more than 2 teams splitting, coaches will draw numbers out of a hat, with the lowest drawn number getting the first pick.
- 5.1.19. Example. 3 teams splitting, numbers 1 through 3 are placed in a hat. The coach that draws 1 will pick first in the first round. The coach who draws #2 will pick 2<sup>nd</sup> in the first round, etc.
- 5.1.20. The split will follow a snake order. Example: round one 1-2-3, round two 3-2-1, round three 1-2-3, etc.

### **5.1.21. If adding new players to the program:**

- 5.1.22. If the team count in the division is the same as the prior year, only new players to the program will participate in the split process.
- 5.1.23. Player selection order will be established by worst to best record from the previous year, if tie, then from worst to best point differential.
- 5.1.24. If adding new players and teams from the prior year have uneven numbers, the difference in number of players will be made up at the back end of the split process.
- 5.1.25. Example: Team A has 20 returning players; Team B has 17 returning players. There are 9 new players to be placed. Team A and B will alternate picks until there are 3 players remaining. Those last 3 remaining players will be on Team B to even up the numbers on each roster.

## **6. PLAYER / COACH REGISTRATION AND PLAYER ELIGIBILITY**

- 6.1.1. Parental Consent: No player shall be registered if they have not secured the written consent of their parent/guardian as well as the required head concussion form.
- 6.1.2. Players will be allowed to participate in a WIAA recognized Middle School football program as well as the CBYF.
- 6.1.3. The goal of CBYF and the Charter Junior Football programs is to build high-level competitive High School football within our region. As such, CBYF levels of play are based upon school grade-levels to facilitate cohesion of players entering High School. Player eligibility and team placement shall be determined as follows:



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- 6.1.4. Player Grade level shall be determined by their school grade for the given season as determined predominantly by their school age as of a common school district age as of August 31<sup>st</sup> of the current year. In addition, a Player shall be allowed to play in their Grade level group as long as their age is not greater than one (1) year older than the common school district age.
- 6.1.5. 8<sup>th</sup> Grade division level: Team members will largely consist of 13-year old's but may be 14 years old if player is in the 8<sup>th</sup> grade-level during the Fall playing season. There is no ball carrier weight limit for the 8<sup>th</sup> Grade division level.
- 6.1.6. 7<sup>th</sup> Grade division level: Team members will largely consist of 12-year old's but may be 13 years old if player is in the 7<sup>th</sup> grade-level during the Fall playing season. There is no ball carrier weight limit for the 7<sup>th</sup> Grade division level.
- 6.1.7. 6<sup>th</sup> Grade division level: Team members will largely consist of 11-year old's but may be 12 years old if player is in the 6<sup>th</sup> grade-level during the Fall playing season. There is no ball carrier weight limit for the 6<sup>th</sup> Grade division level.
- 6.1.8. 5<sup>th</sup> Grade division level: Team members will largely consist of 10-year old's but may be 11 years old if player is in the 5<sup>th</sup> grade-level during the Fall playing season. There is no weight restriction except for the ball carrier. The ball carrier weight limit for the 5<sup>th</sup> Grade division level is 120 lbs.
- 6.1.9. 4<sup>th</sup> Grade division level: Team members will largely consist of 9-year old's but may be 10 years old if player is in the 4<sup>th</sup> grade-level during the Fall playing season. There is no weight restriction except for the ball carrier. Ball carrier weight limit for the 4<sup>th</sup> Grade division level is 110 lbs.
- 6.1.10. Any player that has been placed on a team by using the pre-determined requirements above shall remain on that team for the duration of the season. A player must participate in a minimum of 3 regular season games to be eligible to participate in the post season.
- 6.1.11. Player Weigh-ins:
- 6.1.12. A player must be identified on the CBYF master roster by name, Grade-level, age and jersey number that is maintained by the CBYF Secretary to be eligible to play.
- 6.1.13. All 4<sup>th</sup> & 5<sup>th</sup> grade players are to be weighed in before the start of the regular season and prior to the start of the playoffs. Weigh in dates will be set each year by the CBYF Board. Each official weigh in must use a copy of the official CBYF roster and each weigh in must be witnessed by at least two members of the CBYF Board or their designees.
- 6.1.14. Player's ineligible to be a ball carrier(over the ball carrier weight limit) will have an "X" marked next to their name on the official CBYF Roster which denotes them as being ineligible to be a ball carrier. This roster must be initialed by two members of the CBYF Executive Board or their designees validating the weight. Each ineligible ball carrier will have a sticker on the back of their helmet identifying them as an ineligible ball carrier. Any protests in relation to ball carrier weight must be presented to the CBYF Executive Board.

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- 6.1.15. All teams participating in playoffs will be required to have their Registration Books recertified before the start of the playoffs at a time and location set by the CBYF Executive Board. Ball Carriers are to meet the regular season weight limits for playoffs.
- 6.1.16. The CBYF Secretary will provide one master copy of the rosters to each member youth football Charter. The member youth football Charter will provide each head coach with a copy of the official master team roster and this roster is to be used for all games.
- 6.1.17. Players who wish to play for a CBYF charter organization but reside in another CBYF organization's boundaries may apply for a player transfer waiver. There are two types of transfer waivers. One being seasonal, and the other being a full transfer each outlined below. No player shall register for an organization outside of their boundary without a transfer waiver.
- 6.1.18. Seasonal Transfer Waiver
- 6.1.18.1. This waiver allows a player to play for another organization for one season, either spring or fall. The waiver form must be signed by the parent/guardian of the player, the releasing organization charter's president, and the receiving organization charter's president. This must be completed prior to registration and must be sent to the CBYF Team Mom Coordinator. If the waiver is not on team sideline for book check, the player will be deemed ineligible.
- 6.1.19. A player that has been granted seasonal transfer waivers to the same organization for 2 calendar years will be deemed vested in the organization that they have transferred to and will no longer require a seasonal waiver
- 6.1.20. If a charter cannot field a team at a grade level due to low registration numbers, at the close of registration they must offer signed seasonal transfer waivers to all players registered at that grade level to give them an opportunity to find a place to play. It will be the player/parents responsibility to find another charter to accept them.
- 6.1.21. Full Transfer Waiver
- 6.1.21.1. This waiver allows a player to play for another organization permanently. The full waiver form must be filled out completely. It is the responsibility of the player wishing to transfer to start the waiver process. The form must be signed by the parent/guardian of the player, the releasing charter president, and the accepting charter president. The full transfer waiver only needs to be completed once during a players career with CBYF, but the waiver should be retained in the teamsideline account permanently. A transfer waiver can be used in place of proof of address.
- 6.1.22. A player that resides outside of the boundary for any CBYF organization, or where a CBYF charter is not available to register to, may fill out a transfer waiver. The waiver must be signed by the player's parent/guardian, the receiving charter's president, and the CBYF Division GM for that division or the Assistant GM.
- 6.1.23. Unless unable to field a team, a releasing or receiving organization is under no obligation to accept any transfer waiver or release a player. The organizations have full discretion to approve or deny.

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- 6.1.24. Players, coaches, and official helpers not meeting the above eligibility requirements shall not be allowed to participate in the program.

### 7. **TEAM MAKE UP**

- 7.1.1. No team shall have more than 34 players unless a team split would cause extreme hardship for the member youth football Charter or create scheduling difficulties for CBYF. The CBYF Executive Board must approve any situation where a team will exceed the player limit. Any teams with less than 17 players must be approved by the CBYF Executive Board.
- 7.1.2. When the player limit is exceeded, the local youth football Charter member must notify the CBYF Executive Board immediately. The local youth football Charter members must then submit a procedure for controlling the team split.

### 8. **TEAM ROSTERS**

- 8.1.1. Team rosters showing the players name, Grade-level, age and jersey number, and the coach contact information must be provided at time of Book Check Verification by league Secretary and must contain all registered players. Rosters should be typed, and players listed by jersey number in ascending order when possible. Official rosters will be provided to all youth football Charter Presidents.
- 8.1.2. Any team that fails to present their roster by that time shall forfeit each subsequent game until rosters are presented.
- 8.1.3. All players' weights must be recorded on the official weigh-in roster. Weigh-ins must include player name, Grade-level, age, jersey number, weight and initials of those coaches present at time of weigh in. This roster must be initialed by the coaches validating the weight and it must be returned to the CBYF Secretary for record keeping.
- 8.2. With parent consent a player will be allowed to play up a Grade-level. Once they have moved up, they must play on that team for the entire season.
- 8.3. Team Roster/Registration Book Check: Each team will be responsible for presenting a book for inspection to the league Secretary no less than 6 days prior to the first league game. The book needs to include for each player on the roster:
- a. signed medical waiver
  - b. signed concussion form
  - c. birth certificate or passport copy for all players
  - d. proof of address, school enrolled in, and Grade enrolled in for Fall (utility bill can be used IF player is new to area)
  - g. a picture of the player
  - h. a roster needs to be provided that includes the players name, Grade-level, jersey number, and date of birth. Each organization will be responsible for supplying one team mom to help certify

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books.

### 9. **PRACTICE**

- 9.1.1. Each team is allowed a maximum of 4 practices per week. This means 4 total get-togethers whether for chalk talks, field practices, or games.
- 9.1.2. Practice sessions shall be limited to 3 hours each before the start of school and 2 hours each after the start of the school term.

### 10. **FOOTBALL PLAYING RULES**

- 10.1.1. Any questions regarding the rules shall be directed to the President of the CBYF Executive Board, who in turn shall seek clarification from the CBYF Executive Board as to the meaning and intent of the rule in question.
- 10.1.2. These rules are not intended to take control away from the youth football Charters. Each Charter may adopt rules for their own organization that do not conflict with the rules of CBYF.
- 10.1.3. Any rule adopted by a youth football Charter that will affect a team outside of their Charter, the rule must be submitted to all of the CBYF Executive Board members, so they will be aware of the rule (e.g., playing rule variations caused by local conditions, etc.). If the rule is not submitted, the visiting team will not be bound by it.
- 10.1.4. It will be the responsibility of the youth football Charters to give a copy of these CBYF Rules and Regulations and any other rules that may be enacted during the season to head coaches and their youth football Charter members, so they may be informed of the rules. Failure to do so could result in censure of the Charter.
- 10.1.5. The CBYF football rules shall be the same as the Washington State High School (WIAA) rules with the following exceptions.
- 10.1.6. A ball carrier is considered any player who lines up to receive the ball, including punts and kickoffs. If a player is lined up in the position of running back (including fullback), QB, TE, or WR he/she must meet the weight-limit for a ball carrier so as not to deceive the opposing team. Players who intercept a pass or recover a fumble may advance it regardless of their weight. Players who are ineligible to run may field kickoffs, punts, or kick field goals but are considered down at the point of reception.
- 10.1.7. For 4<sup>th</sup> and 5<sup>th</sup> Grade, each quarter shall be 8 minutes with a 3-minute break between quarters when possible.

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- 10.1.8. For 6<sup>th</sup>, 7<sup>th</sup>, and 8<sup>th</sup> grade, each quarter shall be 10 minutes with a 3-minute break between quarters when possible.
- 10.1.9. Half time break shall be 10 minutes when possible.
- 10.1.10. The free substitution rule shall be in effect at all times.
- 10.1.11. Kicked extra points shall be counted as 2 points. A run or pass extra point shall count as 1 point.
- 10.1.12. Playoff and Super Bowl games ending in a tie shall be decided by the “Kansas City” style tie breaking method and will be played immediately after the conclusion of the regular game. Playing overtime will begin at the 10-yard line. There will be no overtime in regular season games.
- 10.1.13. 4<sup>th</sup> Grade division shall allow a free kick on any punts and PATs (point after touchdown). Coaches shall announce to head official of their intent to punt or kick the PAT. Head official will notify opposing coach. There is no rush allowed and the ball is dead where it is possessed by the return team or comes to rest on the field of play. Ball must be punted no exceptions. For PAT’s, the kicking team has 5 seconds from the time the ball is snapped to place and kick the ball.
- 10.1.14. There shall be no more than 1 head coach and 4 assistants on the sidelines during games. Each coach must be identified with a lanyard/badge that includes Name, USA Certification, and Grade coached.
- 10.1.15. One coach per team will be allowed on the playing field during 4<sup>th</sup> Grade division level games. Coach is not able to physically assist the player after the huddle has been broken on either side of the ball.
- 10.1.16. If any game, 8<sup>th</sup> through 4<sup>th</sup> Grade division, has a 30-point lead or more at half time, the game is continuing under a “running clock”. The clock will stop in accordance with WIAA rules.
- 10.1.17. To avoid interference with games, spectators are not allowed within a 10-yard perimeter of the coaches’ box and not within 5 yards of the rest of the sideline. Spectators are not allowed in the back of the end zones.
- 10.1.18. The 5<sup>th</sup> & 6<sup>th</sup> grade teams may choose to declare a punt, this will notify both teams and officials that the team intends to punt to assure his snapper protection in the event the punter is not lined up at least 10 yards behind the line of scrimmage. The defense cannot line head up over the center or rush the center once a punt has been declared. In the event the ball is not punted after a punt has been declared, the ball shall be declared dead and returned to the original line of scrimmage. The penalty for falsely declaring a punt shall be loss of down.

### **11 Unsportsmanlike Conduct and Personal Fouls**

1. Any player who is penalized with 2 unsportsmanlike conduct penalties in the same game will be ejected from the game. They will be suspended for the next scheduled game.
2. Any player who is penalized with 3 Personal Foul penalties in the same game will be ejected from the game. They will be suspended for the next scheduled game.

2. **GAME OFFICIALS**

2.1.19. If no league assigned game officials are present for a game, the game shall not be played.

2.1.20. All coaches, players, parents/guardians and league officials will treat game officials courteously and with respect.

2.1.21. Coaches shall be responsible for the conduct of their players, parents, and fans and may be held responsible for any unsportsmanlike conduct and will be penalized for such.

2.1.22. The responsibilities of the Adult League Official/Field Representative are as follows:

1. Maintain order of the officials, players and spectators.

12.4.2 This person will be responsible for handling problems that may arise at their assigned field during the times which games are played.

12.4.3 Any incidents must be reported to their individual youth football Charter president immediately following that day's games.

4. The youth football Charter President is responsible for reporting the scores to the CBYF Secretary no later than noon on Sunday. Scores not reported will not be recorded for the official standings.

2. **NO SHOWS**

1. It shall be the home team's responsibility to notify the CBYF members of any schedule change at least 72 hours before game time, even when they are not the team requesting the change.

2. Any no call/no show games will be counted as a forfeit against the team that fails to show up on time for their game.

3. Any organization that does not notify the CBYF administration 72 hours prior to game time, that one of their teams will not play in their scheduled game will be charged a \$100 fine and game will be logged as forfeit.

2. **BENCH AREA**

2.1.1. The bench area is reserved for the players in uniform, 1 head coach and 4 assistants. All non-participants are not allowed on the sidelines unless pre-approved by CBYF. Teams may have a maximum of four Non coaches that are on the sideline that must have completed a background check and be identified by a lanyard.

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### 3. **EQUIPMENT**

- 3.1.1. All equipment shall be in compliance with the most recently mandated safety requirements as set by the manufacturer. It is the youth football Charters' responsibility to be aware of the requirements and to strictly follow them.
- 3.1.2. Equipment required to participate in the CBYF shall include, but not be limited to complete helmet with face mask, shoulder pads, thigh pads, knee pads, hip pads and pants. Tinted visors are not allowed. Other required equipment includes a mouthpiece and game jersey. Athletic supporters are recommended but not required.
- 3.1.3. Players must have any equipment outside of that issued to them approved by their youth football Charter before they will be allowed to use it.
- 3.1.4. Metal cleats and removable hard plastic cleats will not be allowed for 5<sup>th</sup>, 4<sup>th</sup>, and 3<sup>rd</sup> Grade division level teams. Those on 8<sup>th</sup>, 7<sup>th</sup>, and 6<sup>th</sup> Grade division level teams will be allowed to wear standard non-metal football cleats.
- 3.1.5. All 8<sup>th</sup> and 7<sup>th</sup> Grade division level teams shall have the choice to use either an official youth size or high school sized ball. 6<sup>th</sup> and 5<sup>th</sup> Grade division level teams shall use either a youth or junior size ball. 4<sup>th</sup> Grade division level teams shall use either a junior or pee-wee size ball.
- 3.1.6. WIAA rules state all footballs must be brown, footballs of any other color will not be allowed for an official CBYF game.

### 4. **SCHEDULING**

- 1. The schedule will be determined and approved at least 5 days before the first game by the CBYF Executive Board.

### **17 CBYF GRIEVANCE PROCESS**

- 1. A written grievance must be initiated for record no more than 48 hours after being made aware of the situation.
- 2. The CBYF President shall promptly select a Grievance and Compliance Committee composed of three neutral members of the Board for league matters.
- 3. A hearing on the grievance will be convened at a place and time to be determined by the committee, but no later than four (4) days after the written grievance notice was received by the CBYF President. All involved parties shall be notified of the place and time of the hearing. The Grievance and Compliance Committee shall issue a written recommendation to the President promptly following the conclusion of the hearing. The recommendation must be signed by all members of the committee.
- 4. The recommendation of the Grievance and Compliance Committee shall be one of the Following:
  - 4.1. Denial.

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- 4.2. Probation for a period.
- 4.3. Forfeiture of games.
- 4.4. Suspension of person(s)
- 4.5. Expulsion for a period of time or permanently.
- 4.6. Request voluntary removal of a Charter member(s).
- 4.7. Other appropriate actions to be determined on a case by case basis
5. The final determination on all Grievance and Compliance Committee recommendations will take place no later than four (4) days following the delivery of the Committee's recommendation to the President and will require approval of the CBYF Board.
6. Each charter should keep all documentation to share with the CBYF Board if it becomes necessary.
7. A Charter matter that goes unresolved and is presented to the CBYF board, or negatively affects the CBYF organization in part or whole will cause the CBYF to immediately initiate an inquiry and investigation of the Charter.
8. In such an event the Charter must provide all current information of any investigation or detail to the CBYF President and Board.
9. The CBYF President and Board will then decide whether CBYF action is necessary.
10. Nothing in this section shall prevent the CBYF Board, at its discretion, from taking any disciplinary action it deems necessary in the best interests of the CBYF.
11. If an accuser or complainant is found to be abusing the process and unnecessarily wasting the time of members of the league, the board may enforce disciplinary action including:
12. Fines in scale \$150/1<sup>st</sup>, \$300/2<sup>nd</sup>, \$500/3<sup>rd</sup>
13. Suspension
14. Expulsion
15. Other appropriate actions to be determined on a case by case basis

### 18. **FUNDRAISING**

- 18.1.1. Fundraising events are the responsibility of the youth football Charters and do not normally require CBYF Board approval. However, CBYF reserves the right to review any fundraising event that does not appear to be in the best interest of the other youth football Charter members or promote the welfare of the CBYF Organization.

### 19. **SUMMER/PRE-SEASON CAMPS**

- 19.1.1. Each CBYF member may hold one summer/preseason camp. These camps can be held prior to the first official CBYF practice date. These camps are often hosted/run by the High School program. These camps will be non-contact, and will focus on conditioning, and football fundamentals. The camps must be open/available to all registered players within a junior



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program. Summer/preseason camps must be limited to 4 days in length, and a maximum of 3 hours per day.

- 19.1.2. A camp is defined as an organized practice session where more than 8 players get together with a coach or coaches to work together on football skills. This would include any summer conditioning program or summer practice program that is organized by a CBYF member Jr program or one of their coaches.