# Youth Sports Manual

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[For cancellation and schedule/program updates: www.teamsideline.com/fortcollins]
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1. Important Information
1.1 Important Contact Information
Below is a list of the Youth Sports program staff members we believe are important for you to know as well as their contact information should you have any questions. There is also contact information for registration, game schedules and game cancellations.

1.1a Sports Staff
Recreation Manager:
Marc Rademacher 970-221-6309 mrademacher@fcgov.com
Recreation Supervisor:
Aaron Harris 970-416-2225 aharris@fcgov.com
Recreation Coordinator:
Ralph Mirelez 970-221-6356 rmirelez@fcgov.com
Recreation Coordinator:
Stacie Bandy 970-221-6308 sbandy@fcgov.com
Sports Leader:
David Wimmer 970-221-6262 dwimmer@fcgov.com

1.1b Registration, Schedules & Cancellation Information
Northside Aztlan Community Center Registration Office: 970-221-6256
Game schedules: www.teamsideline.com/fortcollins
City Line for Game Cancellations: 970-416-2898
2. Introduction

2.1 Purpose of Youth Sports
The youth sports program activities are sponsored by the City of Fort Collins Recreation Department and are set up on a basis of education through activity. It is a wonderful opportunity for placing the classroom out on the athletic field.

Competition has its place in the program however; competition must be under constant supervision. Winning the game has its place in the program as well but must be tempered to the program values. Attendance to practice and games, attitude, and effort are basics for the privilege of participation.

We describe this program as a supervised activity with emphasis on first teaching character, sportsmanship, and social attributes. Competition (a necessary factor in encouraging the best from a person) is placed second to the goals mentioned above.

2.1a What Can Participants Derive From the Youth Sports Program?
1. From association with the coach, the children have an opportunity to have interactions incorporating honesty, understanding, and integrity, in an environment other than a classroom.
2. There are opportunities to correct mistakes and achieve a high degree of knowledge of the sport and fundamental skills necessary to the game.
3. With wholesome activity and conversation not only during practices and games, but in their idle moments at school or home, participants keep their minds at work.
4. To learn in this life there are certain rules, morals, and laws a good citizen must abide by and they can be conveyed through sport participation.
5. There are both physical and mental health benefits.
6. Participants gain satisfaction of achievements they have made.
7. It is hoped that participants obtain an overall enjoyment of sport.

2.2 Purpose of This Manual
The purpose of this manual is to be a guide to philosophy, procedures, rules, and regulations of coaching for our Youth Sports Program. It is hoped that through reading this manual you will have a better understanding of our program, and a more uniform and complete program may be developed for the benefit of everyone participating. The success of our program depends upon the work of our many employees and volunteers. The overall purpose of the coach is to be an effective leader for the child who participates in sports not only on the playing field, but in life as well.
2.3 Welcome Letter

Dear Coach,

Allow us to take this moment to welcome you aboard the City of Fort Collins Recreation Youth Sports program. Your responsibility as a youth sports coach is a tremendous one. Many of you have been involved with our recreation programs in the past, and others are new-comers. As we strive to maintain a successful program in light of increasing economic difficulties, your job as a youth sports coach becomes all the more important. Without your interest and dedication our youth programs would not be possible.

The Philosophy of all Fort Collins Recreation Youth Programs is:
1. To allow all youth an opportunity to participate in sport.
2. To provide an environment in which the participant will learn sportsmanship and camaraderie.
3. To have fun.
4. To promote self-esteem through the education of sports skills and develop understanding of the rules of the game.
5. To have participants develop an understanding of rules of the game.
6. To help develop the participants both mentally and physically.
7. To ensure the safety of all team members.

You, as the coach of a team of enthusiastic youngsters, are the direct and most important element in achieving these goals. Many coaches fail to realize the profound influence they can have on the kids who play for them. A coach wears many hats; coaches are a parent, a friend, a counselor, and an educator. You play a very prominent role in your players’ lives and your actions and attitudes help to change their view of the work and themselves. Many times coaches get caught up in the “winning is everything” syndrome. Coaches should strive to build winning teams, but this must be secondary to promoting feelings of self-worth in the youngsters and developing positive and happy coach-player relationships.

A successful coach is not measured by the number of championship trophies and awards won. If, at the end of the season, youngsters feel better about themselves, gained new friendships, improved their skills, enjoyed the experience, and look forward to future participation, then we have been successful.

On the following pages you will find information on program policies and procedures, expectations for you as the coach, information pertaining to the role of coach, safety, organization and techniques, training, and other pertinent information. The purpose of both this manual and the “Coaches Training” is to help you become a better coach.

Please take the time to read this manual. We hope you have an enjoyable season coaching. We thank you for your interest, time, and deep concern for the youth of our community.

Sincerely,

Aaron Harris     Ralph Mirelez     Stacie Bandy     David Wimmer
Recreation Supervisor     Recreation Coordinator     Recreation Coordinator     Sports Leader

www.teamsideline.com/fortcollins For cancellation and schedule/program updates.
3. General Policies & Procedures

3.1 Expectations-Demeanor and Behavior

Employees and volunteers are expected to conduct themselves in a manner that promotes the respect of the general public. The public notices everything every employee engages in, especially if it is something negative. Working for the city is comparable to working in a “fishbowl,” in that citizens expect all city employees to provide exemplary service. Employees should remember all citizens pay your salary through sales, property, and use taxes.

1. Appearance/Uniforms/Name tags, etc.
   Recreation employees and volunteers are expected to look their best while working. Each program area has different requirements for dress. If you are not in a required “uniform,” you are expected to wear clean, neat clothing that is appropriate for the type of work. The following are examples of dress that is not acceptable while working:
   a. Clothing or hats that depict alcohol, drugs, smoking, gangs, profanity, slang, or “causes”
   b. Torn or ripped clothing
   c. Clothing worn inside out or ball caps worn backwards.

2. Sexual Harassment
   Based on Title VII of the 1964 Civil Rights Act, it is the policy of the City to strictly prohibit any conduct which constitutes sexual harassment. Sexual harassment is any behavior, comments, gestures, jokes, physical contact, written material, etc., that makes another person uncomfortable.

3. Smoking
   Smoking is not allowed in any City of Fort Collins buildings, parks, or on Poudre School District Property. Smoking while in contact with players does not convey a positive image and is not allowed.

4. Alcohol and Drugs
   Neither alcoholic beverages nor illegal substances are allowed in any City of Fort Collins facility at any time. Possession of, drinking, or having the odor of alcohol on your breath while on duty is prohibited. Use of addictive drugs prior to or during working hours is also prohibited.

5. Language
   Always be aware of your tone of voice when dealing with participants, or parents. Profane, suggestive, or excessively loud language is not appropriate while coaching in any recreation facility or practice.

6. Absenteeism and Tardiness
   We are dependent on you to create a positive recreational experience for our participants. Making them wait or not reporting for practice or a game does not lend itself well to that experience.

7. Pick up Policy: Coaches should never leave children alone post practices/games. All coaches are to explain and reinforce with parents that children should be picked up promptly after their games/practices. If a child is not picked up 15 minutes post game/practice, coaches should call the parent/guardian. If unsuccessful the emergency contact should be used. If all attempts are unsuccessful, contact the Recreation staff or the Program Coordinator for instructions on the best course of action. If children are not picked up within a reasonable amount of time/ facility is closing, Recreation staff/ Program Coordinator will contact the police for the children’s safety.
3.2 Code of Conduct
The City of Fort Collins Parks and Recreation Department has a Code of Conduct for all participants. The code of conduct is the standard to which all who participate in recreation activities need to uphold. A copy of the code of conduct for participants is located in Appendix 6.1.

The City of Fort Collins Parks and Recreation Department has a Code of ethics for all coaches. The code of ethics is the standard to which all who coach in our Youth Sports Program need to uphold. A copy of the code of conduct is located in the Coaches’ Agreement, which a copy may be found in Appendix 6.2.

3.3 Customer Service
The value of public recreation to our community is immeasurable, and we’re proud to provide services to a community of citizens who highly value their quality of life. Our philosophy about customer service is summarized in our mission statement:

Our mission is to enrich the quality of life of all persons by:
1. Providing and promoting a variety of recreational, educational, and leisure activities;
2. Advocating for health, well-being, and personal growth; and
3. Facilitating the efforts of service providers who share similar interests.

We value quality in all that we do:
1. As employees, we are dedicated team members who take pride in our work.
2. When dealing with customers, we are responsive to their needs and recognize their successes.
3. In delivering programs, we create opportunities that enhance lives.

We are proud of our reputation of positive customer service, and we are counting on you to help maintain that reputation.

3.4 The American with Disabilities Act -- ADA
The ADA is a comprehensive Federal law that prohibits discrimination against persons with disabilities. The City is required to provide reasonable accommodation for persons with disabilities to participate in recreation activities. Following are examples of special needs a person with a disability might request:

1. A sign language interpreter.
2. One-on-one assistance in an activity.
3. Access to a changing area that will accommodate someone of either gender and providing assistance to the person with the disability.
4. Wheelchair-accessible transportation for a program that provides transportation to all participants.

*The Recreation Division has a certified therapeutic recreation specialist on staff who can answer any questions you may have about the ADA, the various disabilities, or assist you with determining ways to best accommodate a person with a disability. Ask a program coordinator for more information.*
4. Coaches Information

4.1 Positive Coaches Alliance (PCA)
As always, the City of Fort Collins is dedicated to providing the youth of our community a positive experience through any of our programs. A short time ago, we were introduced to the Positive Coaching Alliance (PCA). They have provided us with ideas for our programs. Athletes, parents, and coaches will benefit from this new program. The following section will explain how the program works and what your role as a coach in this program is.

PCA is a nonprofit organization based at Stanford University. The Mission of PCA is to transform youth sports so sports can transform youth. This season we are focusing on how to be a Positive Coach, rather than a "win-at-all-cost" coach. A win-at-all-cost coach has only one goal: to win. A Positive Coach wants to win, but has a second goal: to help players use the sports experience to learn "life lessons" that will help them be successful in every aspect of their life. That’s why PCA calls a Positive Coach a "Double-Goal Coach."

We intend to promote three major Positive Coaching themes this season and would like your help in promoting these themes, so that our young athletes get a consistent message from coaches and parents. These three themes, if taken to heart, have the power to reach the goals of the PCA. The three themes, which are explained in detail on the following pages, are:

1. Redefining "Winner"
2. Filling the Emotional Tank
3. Honoring the Game

4.2a Redefining "Winner"
In the professional sports entertainment business, there is only one goal--to have the most points at the end of a contest. In youth sports, however, there is a second goal: to produce young people who will be winners in life. In order to help our children get the most out of competitive sports, we need to redefine what it means to be a "winner." Regardless of what the scoreboard says, here’s what winners do:

1. Make maximum effort.
2. Continue to learn and improve.
3. Refuse to let mistakes (or fear of making mistakes) stop them.

This is referred to as a Mastery Orientation. PCA has developed a memory aid for athletes called the "Tree of Mastery." We say that the Tree of Mastery is an ELM Tree where ELM stands for Effort, Learning, and Mistakes. If our athletes approach this season with these things in mind, not only will they be successful in practices and games, but they'll also develop habits that serve them well throughout their lives. Athletes who are coached with a Mastery Orientation tend to have reduced anxiety and increased self-confidence; reduced anxiety and increased confidence result in athletes who are more likely to have fun playing their sport!
Here's how you can help:

1. Tell your players that you want them to be winners in life and remind them how winners give maximum effort, always learn and do not let mistakes stop them (ELM).
2. Let your players know you appreciate it when they try hard even if they lose the contest.
3. Challenge yourself not to ask, "Did you win?" until after you've asked several, more important questions. Reveal what matters most to you through the questions you ask:
   a. "Did you try as hard as you could?"
   b. "Are you getting better?"
   c. "When you made a mistake did you bounce back?"
   d. "Did you have fun?"
4. Recognize that commitment to Mastery is hard work. Be patient and selective when criticizing your teams play, choosing times when they're most receptive. Also, point out situations in which you noticed them trying hard. Tell them when you notice that they are improving regardless of the outcome of a particular play or contest.

4.2b Filling the Emotional Tank

Research shows that the home team wins about 60% of the time because of the emotional support a team receives when it plays in front of its own fans. PCA wants to develop a portable home team advantage that our team can take with us wherever we go. The key to developing this advantage is an understanding of the "Emotional Tank."

Like gas tanks in cars, all of us have an Emotional Tank that fills and drains. An athlete with a low emotional tank is irritable, pessimistic, and unable to deal well with adversity. On the other hand, an athlete whose tank is filled is cheerful, optimistic, and better able to deal with adversity. Players with empty tanks are less coachable, while those with full tanks are more coachable. We want to fill our players’ tanks so that they'll be able to play their best.

As coaches (and parents), there will be times when we need to correct and criticize. Research has shown that a "Plus/Minus Ratio" (praise to criticism) of 5:1 or better is ideal for children’s learning. When the ratio of praise to criticism drops much below 5:1, children become discouraged (their tanks become drained!). We are going to strive to achieve this "Golden Ratio". We want to foster an environment where coaches, players, parents and fans fill each other's tanks.

Here's how you can help:

1. Fill your players Emotional Tank. Encourage them regardless of what happens in the game. Try not to give them a lot of advice (which after a tough game can seem like criticism, and drains a person’s tank). Remember, it’s difficult to do well with a low tank. When they make a mistake, you might say something like: "Don’t worry. It’s okay. Let’s get the next one. You can do it." After tough losses, it's often helpful to acknowledge your child's feeling of disappointment. For example, saying "I can imagine you must be disappointed to have lost." might help them recognize your sincerity.
2. To give advice your players can hear, try using the "3-Pluses-and-a-Wish" technique. Before you give advice, find three things about your team’s performance that you appreciated. Phrase the advice as a wish: "You really tried hard in the game today (Plus #1). I also saw you filling your
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teammate’s emotional tank after he made a mistake (Plus #2). And that play you made towards the end of the game shows how much you are improving (Plus #3). One thing I wish is that you wouldn’t get down on yourself when you make a mistake.” If you can’t come up with three pluses, don’t say the wish because then it may drain your child’s emotional tank rather than fill it.

3. Remember the Golden Ratio. Try to praise your each of your players about 5 times for every one time you criticize. If you do, your child will be better able to hear your criticism without becoming defensive.

4.2c Honoring the Game

Sportsmanship may seem like an out-of-date concept today when professional athletes and coaches act in ways we would not want our children to imitate. We intend to reverse this trend on our team with the concept of “Honoring the Game.” Honoring the Game gets to the ROOTT of the matter, where ROOTT stands for respect for: Rules, Opponents, Officials, Teammates, & Tradition.

1. **Rules:** Respect for the rules is important, even when it’s possible to break them without getting caught. We want our teams to play to the merit and spirit of the rules, and to refrain from "bending" them when it dishonors the game.

2. **Opponents:** Without opponents, competitive sports make no sense. A worthy opponent challenges us to do our best. We must respect opponents and remember they are members of our community. We will try our hardest to win but not at the expense of demeaning or demonizing our opponents.

3. **Officials:** Officials have been selected and trained to enforce rules to keep sports from degenerating into chaos. Officials are not perfect (just like coaches, athletes and parents!) and sometimes make mistakes. However, there is no excuse for treating officials with disrespect when they make errors. We want our coaches, players and their parents to show respect for officials, even when they disagree with the call.

4. **Teammates:** Our players should feel a commitment to each other as teammates. We ask them to encourage and support one another on and off the playing field.

5. **Tradition:** The game our children play has a great tradition. We want to share that tradition with athletes. It is important to us that players recognize how privileged they are to be able to participate in organized sports.

**Here’s how you can help:**

1. Let your players know that you want him or her to honor the game. Discuss the meaning of each element of ROOTT with your team. This idea may be difficult for younger children to understand so you may have to adapt the idea to the age and comprehension level of your players.

2. Be a good role model. Cheer for your team and the opposing team when good plays are made. If, in your opinion, an officiating mistake is made, refrain from yelling at the official. Use this as an opportunity to think about how difficult it is officials to officiate a game perfectly.

3. Find a way to incorporate an element of ROOTT in every practice or game.

Thanks for reading this important information. Make this season a rewarding one for your Team and for yourself.

*For more information about Positive Coaching Alliance, you can visit the PCA website at [www.positivecoach.org](http://www.positivecoach.org), call 650-725-0024, send e-mail to pca@positivecoach.org, or write Positive Coaching Alliance, Department of Athletics, Stanford University, Stanford, CA 94305-6150.*

4.2 Safety for Coaches

4.2.1a Volunteer Insurance Coverage

The City of Fort Collins has an accident insurance program for citizens working as volunteers for City-sponsored programs and activities. Volunteers are not covered under the City of Fort Collins workers’ compensation program. *To be eligible for coverage under this policy, a volunteer must be officially registered with Human Resources.* The following is a brief summary of the coverage.

**Accident Insurance:** This provides excess accident medical insurance directly to a volunteer when he or she is injured while participating in volunteer activities for the City. “Excess”, as referred to previous, simply means that if the volunteer has other insurance, such as Medicare, that insurance would be primary (pays for a claim first), and the coverage provided by this policy would be excess of Medicare and any supplemental policies that the volunteer has in force. In the event that a volunteer has no other insurance coverage, this policy would be primary. There are two parts to this insurance coverage:

1. **Medical Coverage:** If due to an injury and within 26 weeks from the date of the accident, a volunteer requires medical or surgical treatment, including hospitalization but excluding dental care, coverage up to $10,000 will be provided up to 104 weeks after the accident has occurred.
2. **Dental Care:** Up to $500 is available due to an accident, for dental treatment, services, and supplies.

**Accidental Death, Dismemberment, or Loss of Sight:** If within 180 days after the date of the accident such injuries result in a volunteer’s death, dismemberment, or loss of sight, the insurer will pay:

1. Death: $2,500
2. Both hands or both feet or both eyes: $2,500
3. Either hand or foot and one eye: $2,500
4. One hand and one foot: $2,500
5. Either hand, foot, or sight of either eye: $1,250
6. Thumb and index finger of the same hand: $625

There are a number of definitions, exclusions, and other provisions in the insurance policy that are not discussed in this memo. A complete copy of the accident insurance policy is available for your review at Risk Management, 215 Mason.

If a volunteer needs to file a claim under this policy, please call Risk Management at 221-6708. The appropriate claim form(s) will be forwarded to the volunteer at that time. Return the completed claim form(s) to Risk Management. *Accident insurance claims must be submitted to the insurance company within 30 days after a covered loss begins.* Even if you do not know if a claim will be covered, please complete a claim form to protect the volunteer’s rights.

**4.2b Personal Liability**

During the past several years, liability from lawsuits has become a very controversial issue in athletics. There have been several publications in regards to the pros and cons of athletic liabilities. Each case is judged on its individual merits and we cannot guarantee our guidelines will fully protect you from a liability suit. However, with some thought about what you are coaching, how you are coaching and the coaching techniques you are using can help stack the odds in your favor.
4.3 General Youth Coaching Principles
Coaching is an extremely important responsibility. A good coach always places the best interests of a player before winning. The players and their parents have placed you in a position of leadership, and you have a responsibility to give them your best effort. Additionally, this experience will play a significant factor in determining whether the players continue participating in the future.

Coaching youth sports is a difficult job because parents expect professional results from people who mostly are volunteers. High school, college, and pro coaches start as assistants and work their way up through the years of intense professional training. If you follow the list of coaching principals, then the players and their parents will be better served.

4.3a Ten Coaching Guidelines
1. A coach should be enthusiastic without being intimidating. He or she should be sensitive to the children’s feelings and genuinely enjoy spending time with them. He or she should be dedicated to serving children and understand that sports provide physical and emotional growth for its participants. Remember the sports are for the children.
2. A coach needs to realize that he or she is an educator, not a drill sergeant. He or she should help the children learn and work to improve their skills. Personal gains are never a consideration. The job does not depend on winning. The best interest of the child transforms into the best interests of the game.
3. The safety and welfare of the children never can be compromised. A coach will consider these factors above all others.
4. A coach needs a tremendous amount of patience. Don’t push children beyond limits in regards to practice. Children have many daily pressures and the athletic experience should not be one of them. Playing sports is supposed to be fun.
5. A coach should care more about the players as people than as athletes. The youth sports program is a means to an end, not an end to itself.
6. A coach should encourage his player to dream and set lofty goals. It is important to remain positive and refrain from discouraging remarks. Negative comments are remembered far more often than positive affirmations.
7. A coach needs to remember that the rules of the game are designed to protect the participants, as well as to set a standard for competition. He or she never should circumvent or take advantage of the rules by teaching deliberate misconduct. A coach who puts his or her opponents’ team at risk should not be involved with children.
8. A coach should be the first person to demonstrate good sportsmanship. A coach should take a low profile during the game and allow the kids to be the center of attention.
9. Parents and players place a lot of trust and confidence in the coach. The coach has an important role in molding the athletic experience of the child.
10. A coach can measure success by the respect he gets from his or her players, regardless of victories or defeats. Children who mature socially and physically while participating in sports are the best indication of good coaching.
5. Safety Information

5.1 Safety
Safety is everyone’s responsibility. Participants often don’t take their own safety into consideration when having fun. It is our responsibility as coaches to be safety-conscious and protect the participants from injury. Look for unsafe situations or hazards and correct them yourself or immediately notify your supervisor.

5.1a First Aid & CPR
Coaches are strongly encouraged to become CPR/first aid certified. In the event that first aid must be administered, staff members must wear gloves. Know the location of the closest first aid kit. If you think an injury is serious, solicit the aid of another staff member if possible. Know from your supervisor the correct procedures for all injury situations.

5.1b Concussions
On January 1st, 2012, SENATE BILL 11-040, “The Jake Snakenberg Youth Concussion Act” became a Colorado State Law. As a coach, this means:
1. All coaches that coach any youth sports must take a brief online concussion training that will teach you the importance of recognizing a concussion in a young athlete.
2. Makes it mandatory that an athlete may not return to play after a suspected concussion without the authorization of a medical professional.

Getting trained is easy. Visit: http://cdc.gov/concussion/ and watch the video. At the conclusion of the video you will take a quiz. Once you pass the quiz print the certificate and turn it into the office of the sport you are coaching. This quiz must be taken and completed prior to the beginning of the season. Don’t have a computer? Visit any public library or Northside Aztlan Community Center (call 970-221-6256 for computer lab hours). Concussion signs and symptom flyer as well as an action plan are located in the back of this manual in Appendix 6.3.

*Certifications can roll over from sport to sport and need to be completed 1 time every calendar year.

5.1c To Ensure Safety and Prevent Accidents, You Should:
1. Properly plan your practice.
2. Be sure the environment is safe; the court/field is clear of any objects which could cause accidents.
3. Be sure all players have proper and adequate equipment.
4. Teach the fundamentals of the game, and match athletes by size, maturity, and skill.
5. Do not have practice or drills without supervision.
6. Do not allow crowding, pushing, or “horseplay” before, during, or after practice and games.
7. Be aware, warn of inherent risks and evaluate athletes for injury or incapacity.
8. Each activity should always have a first aid kit accessible and emergency protocol should be well known.
5.1d Conditioning, and Exercise
Coaches should acquire an understanding of the concepts regarding training and conditioning which are specific to the sport they are coaching. Experienced coaches, athletic trainers, and sports medicine physicians should be helpful in this respect.

Regardless of the sport with which a coach is involved, there are usually some practices which may be harmful to the well-being of the players. There are situations and activities that should be avoided. It is your responsibility to understand these potentially harmful situations.

Safety cannot be assured in any activity through action of leaders alone. Children must be impressed with the importance of safety and should be taught to avoid accidents to them and to prevent accidents to others. The results of this education will carry over to the school playground, home, and later in life. Health and sanitation can be a feature of these programs. The health and physical welfare of the children can be promoted and protected by the supervisors, coaches, officials, etc. To accomplish this you should:
1. Encourage players to warm up before games - cool off gradually after games.
2. Alternate players and watch for excessive fatigue.
3. Encourage players to be clean and neat.
4. Instill in children an appreciation of personal hygiene and development of healthy habits.
5. Don’t encourage children to use soiled or dirty equipment.
6. Encourage children to eat balanced meals and to get adequate sleep and rest.
7. Encourage all children to shower after each activity.
8. Teach all children to control tempers in all circumstances.

5.1e Tips for Conditioning, Warm-Up, Cool Down and Stretching

1. Conditioning
Every practice should begin with a warm-up. The importance of the warm-up should not be overlooked. Failure to properly warm-up before practice will increase the risk of injury.

2. Warm-Up
Warm-up with some light activity, then have your athletes begin stretching and concentrate on the muscles used in the sport. Try to have five to ten selected stretching exercises. As a minimum, have your athletes stretch the hamstrings and lower back to avoid lower back problems. Regularly remind your athletes of the importance of maintaining flexibility.

3. Cool Down
Many coaches neglect the cool-down period, which if not done will increase the risk of injury to the athletes. Spend a few minutes slowly returning the body to its resting state. Do so with light exercise; additional stretching is also important.

4. Stretching Tips
Do not “bounce” while stretching. Stretch until it is felt in the muscles and hold for about 15 - 20 seconds. Repeat and try to stretch a little further but do not force the stretch. Flexibility is essential and will help the athlete as well as reduce the risk of injury.
5.2 In Case of Emergency
1. Maintain the phone numbers and ensure the availability of nearby emergency care units.
2. Assign an assistant coach or another adult the responsibility of contacting emergency medical help upon your request.
3. Do not move an injured athlete.
4. Calm the injured athlete and keep others away from him or her.
5. Evaluate whether the athlete’s breathing is stopped or irregular, and if necessary, clear the airway with your fingers.
6. If the athlete’s circulation or breathing has stopped, administer cardiopulmonary resuscitation (CPR), or have a trained individual administer it and call 911.
7. Remain with the athlete until medical personnel arrive.
8. Complete an incident report (See Section 5.3 for more information).

5.3 Incident Reports
An incident is any activity that includes but is not limited to thefts, misconduct, fighting, vandalism, etc. A completed incident report includes names of every person involved, including witnesses, as well as addresses and phone numbers; a detailed description from you and others involved about the incident, whether or not the police were called (for thefts), date and time, and your name, along with any other staff members working at the time. See your supervisor for more specific instructions concerning involving the police department.

5.3a Player Incidents
Occasional accidents are bound to occur in sport, therefore, recreation employees need to be prepared to act promptly and efficiently in the instance of an accident. An incident report needs to be completed for each incident, and is particularly important any time a participant is injured. This form must be completed immediately, regardless of how trivial an injury or accident may seem. It is very important to include details, since they are easier to remember while the situation is still fresh in your mind. It is also critical to get names and phone numbers of witnesses and to sign and date the report. It goes without saying that all reports should be readable by others. Know the proper procedure for filing these reports with your supervisor.

5.3b in Cases of Serious Incidents
1. Notify the parents.
2. Call an ambulance if it is necessary (the cost is the responsibility of the user).
3. Submit the written report of the accident to the Program Coordinator.
4. In town, a doctor should not be called without the consent of the parent or guardian unless it is a matter of life or death.

*NOTE: See your field supervisor for more questions and further information on incident and concussion reports.

Revised Summer 2015
6. Appendix
6.1 City of Fort Collins Sport Code of Conduct

SPORTS CODE OF CONDUCT

Applicability:
This Sports Code of Conduct applies to all sports organized by the City of Fort Collins Recreation Department, whether taking place on City-owned property, or on any other property that the City of Fort Collins has arranged to use. “Sports” include any and all activities or events listed under the category of “sports” in the most current edition of the City of Fort Collins Recreator Publication. The City of Fort Collins may add or delete activities from this category in the City’s discretion.

Definitions
City: The City of Fort Collins.

Coach: The person designated as a team’s spokesman; may be either a player or non-player in adult sports.

Field of play: The part of a court, field, ring or other sports venue that is considered within the boundaries for regulation play of a particular sport.

Field supervisor: The City of Fort Collins employee responsible for the operational functions and staff assigned to the sports games, activities or events scheduled, in addition to this Code of Conduct.

Manager: The City’s Recreation/Sports Manager or other such persons (the Director of Recreation).

Official: A person who the City has arranged to be present at a sports venue for the purpose of administering the rules of the game, match or event, in addition to this Code of Conduct.

Parent: The legal guardian responsible for a child who is under the age of 18 and is participating in a sport sponsored by the Recreation Department.

Participant: Any coach, player, parent, spectator, official, or any other person involved in any way with any sport sponsored by the Recreation Department.

Participation: Any involvement in a Recreation Department sport, including spectating, officiating, playing, coaching, or attending a sporting event.

Player: A person who physically participates in a sport or is on the roster of the team or group participating in the sport.

Probation: A period of time during which a person who has previously violated the Sports Code of Conduct may have no further violations.

Recreation Department: The City of Fort Collins Recreation Department.

Sport: Any Recreation Department-organized activity or event that is listed under the category of “Sports” in the most current edition of the Recreator publication or a new yet-to-be advertised activity that is run by a recreation staff member who is specifically designated by organizational chart as a member of the sports team.

Spectator: A person who watches a sport for entertainment with no physical involvement.

Sportsmanship: Conduct, such as fairness, graciousness in winning or losing, respect for one’s opponent and for officials; conduct appropriate to one participating in a sport.

Sports venue: Designated buildings and areas improved with fencing, bleachers, goals, turf, lines or other markings that are intended for use by players, officials, spectators or anyone else participating in a sport.

Examples: fields, courts, tracks, gymnasiums or field houses, arenas, pools, ice rinks, and bowling alleys.

Suspension: Loss of the privilege to participate in any manner in a Recreation Department sport.

Unsportsmanlike: Exhibiting poor behavior through negative, disruptive or inappropriate actions.
Prohibited Acts:
No participant before, during or after scheduled games, activities, matches or events shall:
1. Physically attack any other participant or any City staff person. This includes but is not limited to striking, shoving, kicking or otherwise touching or subjecting another person to physical contact in a threatening or alarming manner.
2. Refuse to abide by an official’s decision and/or contest such decision in an unsportsmanlike manner.
3. Use obscene language or gestures, harassing, insulting, taunting or challenging language, racial, ethnic or sexual slurs, or unsportsmanlike demonstrations of dissent concerning an official’s decision.
4. Use unnecessary roughness in the play of a game against an opposing player.
5. Throw or dispose of any object onto the field/court of play.
6. Violate the City of Fort Collins smoking, open container ordinance, other state or local alcohol or drug laws while at the sports venue; nor shall a participant enter the field of play while under the influence of drugs or alcohol.
7. Display other unsportsmanlike conduct while at a sports venue.

Enforcement:
The official and on field supervisor have the full discretion to handle the misconduct as deemed fit; warnings will be assessed before penalties are enforced. The misconduct will be addressed by the following enforcements:

1. Minimum Penalties: Participant misconduct resulting in an ejection from the current sport activity and suspension from the next scheduled game, activity or event. In the instance the ejection is post game play; the player will not be permitted to play in the next two scheduled games. Once a participant has been ejected, the participant must leave the sports venue immediately. This means going far enough away that he or she cannot be seen or heard by any participant within the sports venue.

2. Mid-Range Penalties: Participant misconduct resulting in suspension for up to the remainder of the scheduled season or up to one year, in addition to one or more years on probation. After review of the alleged violation by Recreation Department staff, mid-range penalties may be imposed if:
   1. Another infraction has occurred by the individual resulting in a penalty within the past calendar year;
   2. The individual violated more than one section of this Code during the current incident; and/or
   3. In the judgment of staff, the severity of the infraction justifies penalty beyond the minimum but not to the maximum level. Mid-range penalties may be imposed in addition to minimum penalties.

3. Maximum Penalties: Participant misconduct resulting in suspension for one year to lifetime banishment. Maximum penalties may be imposed if, after review of the alleged violation by Recreation Department staff, it is determined that the severity of the violation justifies the maximum penalty, based on negative impact to the program, other participants, spectators, and/or staff. Maximum penalties may be imposed in addition to minimum and/or mid-range penalties.

Additional Penalty Information
1. Any participant ejection results in team probation until cleared by the sports coordinator or supervisor.
2. Any behavior that is also a violation of law may result in criminal charges.
3. Any participant who engages in three prohibited acts during any twelve-month period shall be suspended for up to five years, followed by two years of probation.
4. Any participant who engages in a prohibited act while on probation shall be suspended for one to five years.
5. Any participant who engages in more than three prohibited acts during any twelve-month period shall be banned for life from recreation sports, activities and events.
Appeals:
Appeals of any enforcement decision may be made by submitting a written statement of appeal to the Recreation/Sports Manager before your next scheduled game of the issuance of the decision to be appealed. If an enforcement decision is not appealed within the proper time period, it shall be considered final. The statement of appeal shall include:

1. A description of the decision in question and related events
2. The basis for the appeal
3. Any additional information he or she believes is relevant in support of the appeal

The Recreation Manager will conduct such investigation as he or she determines to be appropriate, given the basis of the appeal and the related facts, and may conduct an informal hearing on the matter in his or her discretion. In the alternative, the Manager may convene an Appeals Board made up of Parks and Recreation staff that has no personal involvement in the decision being appealed, and such board shall conduct an appropriate investigation. The Recreation Manager or Appeals Board, if one is convened, shall issue a written decision on the appeal within 30 days from the filing of the appeal. The written decision shall include an explanation of the basis for the conclusion reached.

*Appeals may not be made for instances that are penalized as minimum penalties.*

Cast Policy:
No player may participate in any sports program while wearing a cast due to concerns of safety for both the player and others participating in our sports programs. This policy is mandatory and negotiable. In the event of a serious injury (like breaking a bone) during a City of Fort Collins Recreation event, a refund may be distributed to you.
6.2 Coaching Agreement

City of Fort Collins Recreation Department

COACHING AGREEMENT

Coaches’ Responsibilities

1. Be present at all scheduled practices and games; be early and stay until after the last team member has gone.
2. Inform players of the time and location of all practices and games.
3. Establish and maintain a telephone and email list of all players, coaches, and emergency numbers.
4. Make sure every team member is fully and properly equipped.
5. All equipment issued should be treated with utmost care and returned to the Parks and Recreation office as soon as the season is over (except t-shirts).
6. Instruct participants on the rules of the game; teach participants the techniques, fundamentals, and skills of the game.
7. Use understanding and appropriate language when coaching. Use a good deal of positive reinforcement.
8. Ensure participation of all team members.
9. Provide a safe environment for practice and impress upon the team the importance of safety.
10. Be responsible for your team members’ conduct, including parents
11. Your own conduct should be professional. Remember, you are representing the City and should act accordingly.
12. Be an example, and carry through with your responsibilities, and keep in mind that you easily influence the youth as a coach.
13. Maintain a neat, orderly appearance at all times while coaching.
14. Hold a parent meeting to establish team rules, objectives and responsibilities, and pass out team schedules.
15. Complete all paperwork required by the City of Fort Collins Youth Sports Office (application, background check, Concussion Certification and Coaching Agreement). Paperwork is also required for any assistant coaches who may be alone with the team during the season.

Game Responsibilities of the Coach

1. Have a line-up and sub plan ready before going into the game.
2. Have all of the team members at the game site 15 minutes before game time.
3. Keep all team members together and away from the field of play during other games.
4. Play all players fairly and equally regardless of ability and knowledge of the game (as long as they attend practices). All players need to be substituted unless you only have enough players to play at a time.
5. A good coach uses opportune times during the game to provide instructional tips and encouragement.
6. Most of a coach’s teaching should be done in practice. Remember during games you should be positive and don’t take your embarrassment out on the players.
7. Promote good sportsmanship with the parents and players for games and practices. Explain to parents that it is your responsibility to talk to the officials and they should refrain from contact with the officials.
8. Adhere to the officials and other City staff during games and not argue with the officials/staff.
9. Read and adhere to the City of Fort Collins Sports Code of Conduct.
10. At the end of the game, always thank the officials for their effort and acknowledge the opposing coach.

City of Fort Collins Recreation Department Code of Ethics for Coaches

I understand that my responsibilities as a coach are of great importance and that my actions are a very visible example to the participants with whom I am involved. I promise to uphold the specifics of the following code:
1. I will treat each individual (player, opposing coach, official, parent, and administrator) with respect and dignity.
2. I will do my best to learn the fundamental skills, teaching techniques, and strategies of my sport.
3. I will become thoroughly familiar with the rules of my sport.
4. I will become familiar with the objectives of the youth sports programs with which I am affiliated. I will strive to achieve these objectives and communicate them to all participants.
5. I will uphold the authority of officials who are assigned to the contest in which I am involved, and I will assist them in every way to conduct fair and impartial competitive contests.
6. I will learn the strengths and weaknesses of my players, in order that I might place them into situations where they have a maximum opportunity to achieve success.
7. I will conduct my practices and games so that all individuals have an opportunity to improve their skill level through active participation.
8. I will communicate to the participants the rights and responsibilities of all individuals.
9. I will cooperate with the administrators of our organization in the enforcement of rules and regulations, and will report any irregularities that violate sound competitive practices.
10. I will protect the health and safety of my players by insisting that all of the activities under my control be conducted for the physiological welfare.

As a coach in the youth sports program for Fort Collins Recreation Division, I have read, understand, and I agree to the above expectations of me as a coach. I fully understand the points of emphasis and that if I do not adhere to these requirements that I may not be able to continue coaching for the City of Fort Collins.

PRINT NAME    SIGNATURE     DATE

www.teamsideline.com/fortcollins For cancellation and schedule/program updates.
6.3 Concussion Information
6.3a Concussion Signs & Symptoms

### Heads-Up CONCUSSIONS

**Signs & Symptoms**

Athletes who experience any of the signs and symptoms listed below after a bump, blow or jolt to the head or body may have a concussion.

<table>
<thead>
<tr>
<th>Signs Observed by Coaches</th>
<th>Symptoms Reported by Athlete</th>
</tr>
</thead>
<tbody>
<tr>
<td>Appears dazed or stunned</td>
<td>Headache or “pressure” in head</td>
</tr>
<tr>
<td>Is confused about assignment or position</td>
<td>Balance problems or dizziness</td>
</tr>
<tr>
<td>Forgets an instruction</td>
<td>Nausea or vomiting</td>
</tr>
<tr>
<td>Is unsure of game, score or opponent</td>
<td>Feeling sluggish, hazy, foggy or groggy</td>
</tr>
<tr>
<td>Moves clumsily</td>
<td>Double or blurry vision</td>
</tr>
<tr>
<td>Answers questions slowly</td>
<td>Sensitivity to light</td>
</tr>
<tr>
<td>Loses consciousness (even briefly)</td>
<td>Sensitivity to noise</td>
</tr>
<tr>
<td>Shows mood, behavior or personality changes</td>
<td>Concentration or memory problems</td>
</tr>
<tr>
<td>Cant recall events prior to hit or fall</td>
<td>Confusion</td>
</tr>
<tr>
<td>Cant recall events after hit or fall</td>
<td>Does not “feel right” or is feeling down</td>
</tr>
</tbody>
</table>

**WHEN IN DOUBT, SIT THEM OUT!**
6.3b Concussion Action Plan

If you suspect that an athlete has a concussion, you should take the following four steps:

1. Remove athlete from play.
2. Ensure that the athlete is evaluated by an appropriate health care professional. Do not try to judge the seriousness of the injury yourself.
3. Inform the athlete’s parents or guardians about the possible concussion and give them the fact sheet on concussions.
4. Keep the athlete out of play the day of the injury and until an appropriate health care professional says they are symptom-free and it’s OK to return to play.
7. Youth Sports General Rules & Regulations

1. **Player Registration:** Registration of all participants will be done at any City of Fort Collins recreation facility. Call 970-221-6256 to inquire about openings. Coaches must make sure participants are registered; unregistered participants should never be allowed to participate.
   a. Participants may be divided into teams according to grade at each school.
   b. Never tell a child there is room on your team.

2. **Eligibility:** Participant must be in grades K-8 to be eligible to participate in this program.

3. **Fees:** Each participant shall pay a program fee and a shirt fee, if needed. If a participant is unable to pay the fee, they will not be kept from participating. The participant should contact the Recreation Department at 970-221-6256 for more information.

4. **Rosters:** The keeping of the players’ roster of each team, transferring of players, and the addition of new players shall be the responsibility of, and subject to the approval of the Program Coordinator.

5. **Practices:** Each team shall practice up to two days a week, and play one or two league games a week. Due to scheduling there may be only one practice per week.
   a. Practices shall not exceed one and one-half hour.
   b. Practices shall not exceed your scheduled time slot. Coaches may schedule practice games if they desire.
   c. A practice game must be cleared through the Program Coordinator, and will count as a practice.
   d. Do not hold Sunday practices.

6. **Game Time Presence:** Coaches are responsible for having the team at the site and ready to play 15-minutes before game time. Please have rosters (team league only) ready 10 minutes prior to game.

7. **Participation/Attendance:**
   a. All players in the program shall receive fair playing time.
   b. No coach may permanently dismiss a player without first conferring with the Program Coordinator.

**NOTE:** Please notify parents and the Program Coordinator if you are not planning to let a player participate in a game because of unexcused absences or disciplinary reasons.

8. **Gym/Field Time:**
   a. Do not call the school district or school about gym time. All requests need to go through the Program Coordinator even if you are a teacher or know a staff member at the school. Stay with your scheduled practices days/times, have permit on your person during practices.
   b. Practice gyms will/may be shared. With an increase in numbers of participants and limited space, gym sharing at practice facilities may be necessary. Make the most of it and design your practices around half court use.
   c. Practice fields assigned by the Program Coordinator upon request only. Coaches must practice at one of the locations provided.

7. **Determination Wet Ground:** Prior to 7:30 A.M., the determination will be made by the Parks and Recreation Staff. Coaches and players can call City Line at 970-416-2898 for information after 7:30 A.M. on Saturday game days. Practice is determined by the coaches. Please exercise sound judgment in your decisions. Keep in mind the safety of your players and the impact on the practice surface. **Please do not practice in rain or snow, as it will destroy the fields.**

www.teamsideline.com/fortcollins For cancellation and schedule/program updates.
9. **Equipment:** Equipment must be issued through the City of Fort Collins Parks and Recreation. Any equipment provided by the participant must be approved by the Program Coordinator.
   a. **Uniforms:** Each player must purchase a reversible recreation T-shirt to wear; middle school league athletes will wear school logoed t-shirts. Sweat pants and shorts without pockets are recommended; athletic supporters are also recommended for some sports. See sport specific rules for more information. *Jerseys can be purchased at Northside Aztlan Community Center, 112 E. Willow or EPIC, 1801 Riverside.*
   b. **Shoes:** Acceptable footwear includes canvas or leather-type tennis shoes, rubber molded sole, round cleat soccer style shoes, or turf style shoes. Cleats that expose metal are illegal. If you have questions concerning shoes, please contact the Recreation office.
   c. **Equipment purchased by parent:** Any equipment that is purchased by the parent for the player must be approved by the Program Coordinator before any player is allowed to use said equipment in any scrimmage or regular game. All protective equipment must meet the guidelines set forth by the governing body for rules.
   d. **Equipment Return:** Players will turn their own equipment in immediately following the final game. Coaches are to remind players to bring a change of clothes to their last game.

10. **Jewelry:** No jewelry is allowed; all jewelry is considered illegal equipment. This includes earrings, watches, rings, necklaces, bracelets, etc. The only exception is medic alert jewelry, which must be secured and considered safe to other players by the gym supervisor.

11. **Blood Rule:** Whenever a player suffers a laceration or wound where bleeding or oozing occurs, the game will be stopped immediately. The player will be removed from the game until the bleeding has stopped. If a substitute is available, he/she will replace the injured player and play will continue. The player may re-enter the game only with the officials’ approval. This means bleeding must be stopped and/or wound covered. Any piece of saturated clothing with blood must be removed and replaced.

12. **Health:**
   a. Physicals are strongly recommended. The league coordinator reserves the right to make physicals mandatory to any participant.
   b. Athletes that are ill may not participate. This includes any athlete that has a fever, chronic cough or other flu like symptoms.

13. **Coaches:** Coaches are expected to display good sportsmanship at all times. If during a game/match a coach has a question of the official he may request to speak with the official at the table for clarification. Coaches may never yell out disagreements with the official. Any excessive arguing from a coach or assistant coach at the field supervisor, official or Program Coordinator will lead to that coach or assistant coach excused from game and must leave the park immediately. That coach is then on suspension until a ruling comes from the Program Coordinator or Recreation Supervisor.

14. **Unsportsmanlike Acts & Ejections:** Any player, coach or spectator displaying unsportsmanlike behavior, which includes, but is not limited to: Swearing, taunting, arguing with an official or supervisor, or arguing with other team, will be ejected from the game, receive an additional one game suspension, and be placed on probation for the remainder of the year.
   a. Any foul language could result in expulsion from the game and include an additional one game suspension.
   b. Any player who throws a punch, pushes or makes other unsportsmanlike contact with a player will be ejected from the game and will receive an additional game suspension. He/she
will immediately be placed on suspension until the ruling comes from the Program Coordinator.

c. Any player, coach or spectator ejected from a game will automatically be not eligible for the next scheduled game, must leave the facility and may have to meet with the Program Coordinator before eligibility is reinstated.

15. **Complaints:** All complaints must go to the Program Coordinator. For any incident, all the information must be written up and given to the Program Coordinator.

16. **Elastic Clause:** Any decision made by the umpire, field supervisor, or program coordinator is final. If an umpire or supervisor feels that a rule needs to be made during a game that umpire or supervisor may do so by informing both coaches.
8. Sport Specific Rules
8.1 Basketball
8.1a Game Rules & Regulations
All games are played by National Federation rules with the exception of the following:

1. **Equipment**: The Recreation Department will provide basketballs for each team.
   a. The coach is responsible for all equipment issued to their team.
   b. The coach should check all equipment and any deficient equipment must be returned to the Youth Sports staff.

2. **Home Team**: The home team will be the first team listed on the schedule. If wearing City of Fort Collins reversible jerseys, the home team will wear yellow jerseys.

3. **Warm-up time**: There will be approximately two-minutes for teams to warm-up on the court prior to their game.

4. **Jump Ball**: The game will begin with a jump ball. Then will go to alternate possession.

5. **Time-outs**: Four time outs per game lasting 30 seconds each.

6. **Half-time**: Half-time will last no longer than 2 minutes.

7. **Inbound Passes**: Regular NFHS rules apply.

8. **Technical Fouls/Intentional Fouls**: The ball will be awarded to the opposing team out of bounds at the half court line. Technical Fouls called on coaches may result in additional suspensions.

8.1b Grade Specific Modifications of Game Rules

a) **Elementary (Grades K-5th)**
   - **Jerseys**: No player shall be allowed to participate without an official City of Fort Collins reversible jersey.
   - **Practices**:
     ➢ **K-1 Grade**: Teams may have only a half court to practice on.
   - **Game Ball**:
     ➢ **K-3rd Grade**: Ultra-Light Rookie Gear.
     ➢ **4th-5th Grade**: Intermediate 28.5.
   - **Rim Height**:
     ➢ **K-1st Grade**: Will play on 8’ rims.
     ➢ **2nd-5th Grade**: Will play on 10’ rims.
   - **Game Lengths**: 2, 16-minute halves, the clock will not stop except for timeouts.
   - **Defense**:
     ➢ Teams must play man to man.
     ➢ There is no double teaming. This rule is designed for players outside the 3 point arc. Once players drive inside the arc the defense may “Help”. If a player is on a fast break players may “double team” that player until the fast break is over.
     ➢ **Grades K-3rd**: Once a team gains possession of the ball, all defensive players must drop back behind the 3 point arc.
       o **Exception**: If a team is attempting a fast break then the rule does not apply. If in the referees opinion that one team cannot get the ball across the half court line he or she may move the defense back to allow the game to continue. A foul may be called if the team fails to fall back.
Grades 4<sup>th</sup>-5<sup>th</sup>: Once a team gains possession of the ball, all defensive players must drop back behind the half court line.

- **Exception**: If a team is attempting a fast break then the rule does not apply. If in the referees opinion that one team cannot get the ball across the half court line he or she may move the defense back to allow the game to continue. A foul may be called if the team fails to fall back.

- **Fouls**: Players do not foul out of the game. There are no bonus foul situations.
- **Score**: There is no score or standings kept.
- **Free Throws**:
  - **K-3<sup>rd</sup> Grade**: Shooter may line up 3 feet closer to the basket.
  - **4<sup>th</sup>-5<sup>th</sup> Grade**: Shooters start from the line but may follow through over the line; there are no line violations.
- **New**: No player may enter the key until the ball is released.
b) Middle School (Grades 6\textsuperscript{th} - 8\textsuperscript{th})

- **Jerseys:** Players must wear the appropriate school designated t-shirts. If teams have the same color shirt, the first team listed will wear pennies supplied by the gym supervisor and return them at the conclusion of the game. T-shirts are provided by the coach for their teams.

- **Game Ball:**
  - 6\textsuperscript{th}-8\textsuperscript{th} Grade Boys: Regulation.
  - 6\textsuperscript{th}-8\textsuperscript{th} Grade Girls: Intermediate 28.5.

- **Game Lengths:** 2, 18-minute halves, the clock will not stop except for timeouts and the last two minutes of the second half. If the score is more than 10 points in the second half the clock will remain running. (If the score drops with in 10 during the last 2 minutes the clock will revert to a stop clock. Once greater than 10 it will again run).

- **Defense:** Teams may play man to man or zone defense.

- **Full court press:** Both teams may play a full court press in the last two minutes of the second half; however, the team who has the lead may not press if they have a lead greater than 10 points. A zone or man to man press can be used.

- **Fouls:** Players foul out of the game at 5 fouls. Teams shoot one and one bonus at 7 team fouls. Teams shoot 2 shots once team fouls are in double bonus (10 team fouls).

- **Ties:** Ties will be broken by a 2-minute overtime period. Teams will not change ends of the floor and the period will start with a jump ball. Each team will have an additional 20-second time out in addition to the time outs remaining in the second half, not to exceed 4 timeouts total. If the game is still tied after the overtime period the game remains tied.

  - In tournament play the above procedure will continue until the tie is broken.

- **Free Throws:** NFHS rules apply.

- **Standings:**Score and standings will be kept. The final standings are computer generated and will be based on win percentage, head to head, similar opponents and then coin toss. Overall score or point differential are not part of the standings. Scores that are over 20 points in differential will only be recorded as a 20 point difference in the standings.
8.2 Basketball-Summer

8.2a Summer Basketball Game Rules & Regulations

All games are played by National Federation rules with the exception of the following:

1. **Game Time Presence:** Coaches are responsible for having the team at the site and ready to play 15 minutes before game time. Please have rosters (team league only) ready 10 minutes prior to game.
2. **Jerseys:** All players must wear NBA replica jerseys provided by the City of Fort Collins Recreation.
3. **Warm-up time:** There will be approximately two-minutes for teams to warm-up on the court prior to their game. Do not warm up in the gym until the previous game is over.
4. **Jump Ball:** The game will begin with a jump ball. Then will go to alternate possession.
5. **Game Clock:** The clock will not stop except for timeouts and the last two minutes of the second half. If the score is more than 10 points in the second half the clock will remain running. (If the score drops below 10 during the last 2 minutes the clock will revert to a stop clock. Once greater than 10 it will again run).
6. **Score Board:** If the score is greater than 20 points the scoreboard will be turned off. If in the opinion of the gym supervisor, sportsmanship is an issue, then the scoreboard will be turned off.
7. **Time-outs:** Four per game, 30 seconds in length and one timeout for overtime.
8. **Half-time:** Half-time will last no longer than 2 minutes.
9. **Inbound Passes:** Regular high school rules apply.
10. **Fouls:** Players foul out of the game at 5 fouls. Teams shoot one and one bonus at 7 team fouls. Teams will shoot two shots when team fouls are in double bonus (10 team fouls).
11. **Ties:** Ties will be broken by a 2-minute overtime period. Teams will not change ends of the floor and the period will start with a jump ball. Each team will have an additional 20-second time out in addition to the time outs remaining in the second half, not to exceed 4 timeouts total. If the game is still tied after the overtime period the game remains tied.
12. **Technical Fouls/Intentional Fouls:** Two foul shots and the ball at half court. Two technical fouls equal ejection from the game and a minimum automatic one additional game suspension.
   a. Any player, coach or spectator that receives three technical fouls during the season will be excused from the league.

8.2b Summer Basketball Grade Specific Modifications of Rules

A. **Grades K-1st**
   - **Game Ball:** Ultra-Light Rookie Gear.
   - **Rim Height:** League will play on 8’rims.
   - **Game Lengths:** 2-16 minute halves.
   - **Scoreboard:** The score will not be kept.
   - **Free Throws:** Players can shoot three-four feet in front of the foul line. The shooter cannot go in for a rebound after the shot.
   - **Defense:** man-man defense only.
   - **Pressing Defense:** Not allowed; teams must fall back behind the 3-point arc.

B. **Grades 2nd-3rd**
   - **Game Ball:** Ultra-Light Rookie Gear.
   - **Rim Height:** League will play games on the 10’ft rim.
   - **Game Lengths:** 2-16 minute halves.
   - **Free Throws:** Players can shoot three-four feet in front of the foul line. The shooter cannot go in for a rebound after the shot.
• **Defense**: play either man to man or zone defense and double teaming is allowed.
• **Pressing Defense**: Not allowed, teams must fall back behind the 3-point arc.

**C. Grades 4th-5th**

• **Game Ball**: Intermediate 28.5.
• **Game Lengths**: 2-16 minute halves.
• **Free Throws**: Players can shoot from the foul line but can cross the line while shooting
• **Defense**: play either man to man or zone defense and double teaming is allowed
• **Pressing Defense**: Teams must fall back behind the half court line however; teams may play a full court press **last 2 minutes of the second half. If the score is greater than 10 points then the team in the lead may not press.**

**D. Grades 6th-8th**

• **Game Ball**:
  - **6th-8th Grade Boys**: Regulation.
  - **6th-8th Grade Girls**: Intermediate 28.5.
• **Game Lengths**: 2-18 minute halves.
• **Free Throws**: NFHS rules apply. No player may enter the key until the ball is released.
• **Defense**: play either man to man or zone defense. Double teaming is allowed
• **Pressing Defense**: Teams may play a full court press last 2 minutes of the second half. **If the score is greater than 10 points then the team in the lead may not press.**
8.3 Football-Flag
8.3a Game Rules & Regulations

5 on 5 Flag Football Overview: As you begin practicing with your flag team, tell them this: During training camp, NFL and college teams do just what your team is doing – passing and catching with no tackling. This is the way the pros practice and learn. Flag football is the real thing. Flag is similar to what you play in the park and what the pros play on TV. There are downs, yardage, set plays, and, instead of ball-stopping tackles, flags to pull. Players will begin to learn the positions of football and their respective responsibilities, especially those involved in the passing game.

While it is natural that the better athletes will assume dominant roles in flag, make every attempt to share responsibilities. Let several players try playing quarterback. Let different players try running the ball and defending the pass. Their knowledge and experience of the different positions will make them better all-around players.

Among skills, passing and catching are, of course, key. Running with the ball is also something to work on. Drills in practice can help players get used to pulling flags, and to making defenders avoid flags. (See the following rules for details on some limits to flag activity.) On defense, show players both zone and man-to-man types of defense. Try them both in our games so players can experience these styles for themselves. Flag can be as simple or as complicated as you want to make it. Let the skill level of your players be your guide. See the rules that follow for more information on how to play flag football.

1. **The Game: Basics:**
   a. A coin toss determines first possession. Team that wins toss chooses.
   b. All blocking is screen blocking and must take place without contact. Screening principles in basketball will apply to screen blocking. No moving screen blocks are allowed.
   c. The offensive team takes possession of the ball at its 5-yard line and has 4 downs to cross midfield. Once a team crosses midfield, it has 4 downs to score a touchdown. If the offense declares a punt on 4th down, the ball changes possession and the new offensive team takes over on its own 5-yard line.
   d. If the offensive team fails to cross midfield or score on 4th down, possession of the ball changes and the opposition starts its drive from that spot. Exception: Any 4th down play inside the 5 yard line will be spotted at the 5 yard line.
   e. Teams change sides after 18 minutes (1st half). The team who did not have the first possession first in the first half will have possession of the ball the second half.
   f. Players are asked to wear a different color flag from their shorts.

2. **Players:** Teams must field a minimum of five players at all times.

3. **Timing / Overtime:**
   a. Games are played 36 minutes running time. Two 18 minute halves.
   b. If the score is tied at the end of the game, the game will result in a tie.
   c. Each time the ball is spotted a team has 30 seconds to snap the ball. Teams will receive one warning before a delay-of-game penalty is enforced.
   d. Each team has two 30 second time outs per half.
e. Officials can stop the clock on their own discretion.
   f. Half time will be 2 minutes.

4. **Scoring:**
   a. *Touchdown:* 6 points.
   b. *Extra point:*
      i. 1 point (played from the 5-yard line pass only).
      ii. 2 points (played from the 12-yard line run or pass).
   c. *Safety:* 2 points.

5. **No Running Zones:** In the no run zone, the center must give a direct snap to the quarterback, and there must be a direct pass beyond the line of scrimmage to advance the ball.
   a. “No Running Zones,” located 5 yards from each end zone and 5 yards on either side of midfield, are designed to avoid short-yardage, power running situations.
   b. All plays from within the no running zone must be a pass across the line of scrimmage. No direct hand-offs, pitches, lateral or backward passes are allowed in the no running zone.
   c. The player who takes the handoff can throw the ball from behind the line of scrimmage, provided the hand-off occurred outside the “no running zone”.

6. **Running:**
   a. The quarterback cannot run the ball.
   b. Direct handoffs behind the line of scrimmage are permitted. Offense may use multiple handoffs.
   c. Only 1 pitch, lateral or backward pass is allowed behind the line of scrimmage. Note: any pitch, lateral or backward pass that hits the ground will be spotted where it hits the ground.
   d. Once the ball has been handed off, all defensive players are eligible to rush.
   e. Spinning is allowed, but players cannot dive with the football or hurdle (jump over) opposing players.
   f. The ball is spotted where the ball is when the flag is pulled.
   g. In order for a snapper (center) to receive a handoff, they must turn 180 degree and face their own end zone before the quarterback can hand them the ball.

7. **Passing/Receiving:**
   a. All players are eligible to receive passes including the quarterback if the ball has been handed off behind the line of scrimmage.
   b. Shovel passes (direct pass in front of the quarterback) are allowed but must be received beyond the line of scrimmage.
   c. All forward passes must go beyond the line of scrimmage.

8. **Dead Balls:**
   a. Balls must be snapped between the legs, not off to the side, to start the play.
   b. Substitutions may be made on any dead ball.
   c. Play is ruled “dead” when:
      i. Ball carrier’s flag is pulled.
      ii. Ball carrier steps out of bounds.
      iii. Touchdown or safety is scored.
      iv. Ball carrier’s knee hits the ground.
v. Ball carrier’s flag falls off.
vi. Ball hits the ground on a fumble. Note: There are no fumbles (players cannot recover the ball if dropped); when a ball hit the ground on a fumble, the ball is spotted where hits the ground.

9. **Interceptions:**
   a. The defensive team, following an interception may make a return.
   b. An interception during an attempted extra point is a dead ball.

10. **Rushing the Quarterback:**
    a. All players who rush the passer must be a minimum of 7 yards from the line of scrimmage when the ball is snapped.
    b. Any number of players can rush the quarterback. Players not rushing the quarterback may defend on the line of scrimmage.
    c. Once the ball is handed off, the 7-yard rule is no longer in effect and all defenders may go behind the line of scrimmage. A special marker, or the referee, will designate 7 yards from the line of scrimmage.
    d. 1st/2nd grade flag football: No rushing by the defensive team is allowed. The quarterback has 7 seconds to release the ball. The referee will make the 7 second count.

11. **Sportsmanship / Roughing:**
    a. If the field supervisor or referee witnesses any acts of tackling, elbowing, cheap shots, blocking, or any unsportsmanlike act, the game will be stopped and the player will be ejected from the game. *Foul play will not be tolerated.*

12. **Penalties:**
    a. **Defense:**
       i. Offside – 5 yards and automatic 1st down.
       ii. Interference – 10 yards automatic 1st down.
       iii. Illegal contact (holding, blocking, contact on the ball carrier, etc.) – 10 yards automatic 1st down.
       iv. Illegal flag pull (before receiver has the ball) – 10 yards from the spot of the foul, automatic 1st down.
       v. Illegal rushing (starting rush from inside 7 yard marker) – 5 yards automatic 1st down.
    b. **Offense:**
       i. Illegal motion (more than one person moving, false start, etc.) – 5 yards loss of down.
       ii. Illegal forward pass (forward pass attempted behind the line of scrimmage) – 5 yards loss of down.
       iii. Offensive pass interference (illegal pick play, pushing off / away defender) – 10 yards loss of down.
       iv. Delay of game – 5 yards loss of down (clock stops until next snap in 2nd half)
       v. Flag guarding – 10 yards from spot of the foul and loss of down, this includes tying the flag.
       vi. Illegal screen block – 10 yards from the spot of the foul and loss of down.
       vii. Illegal Pitch – (more than 1 pitch, lateral or backward pass per play) – 5 yards loss of down.
13. **Other Regulations:**
   a. Referees determine incidental contact which may result from normal run of play.
   b. Only the team captain may ask the referee questions about rule clarification and interpretations. Players cannot question judgment calls.
   c. Games cannot end on a defensive penalty, unless the offense declines it.
   d. *Remember:* Each time the ball is spotted a team has 30 seconds to snap the ball.

14. **Attire:**
   a. Cleats are allowed, except for metal spikes.
   b. Players may wear a protective mouthpiece; they are not required.
   c. Official City of Fort Collins jersey must be worn during play.
   d. Players should wear athletic attire (i.e. athletic shorts or sweat pants).

15. **Coaching:** Coaches are encouraged to call plays from the sideline when possible.

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**8.3b Grade Specific Modifications**

**Grades 1st-4th**

**Coaches:** One coach is allowed in the huddle with the offensive team.

**Grades 5th-8th**

**Coaches:** The coaches must call plays from the sideline; defensive coaches must be on the sideline at the snap of the ball.
1. The Field is 60 yards long and 30 yards wide.
2. Each of the end zones is 5 yards in length and 30 yards in width.
3. There are four “No Running Zones”, one before each end zone and one on either side of the midfield line; each no running zone is 5 yards in length.
4. Five yards off of the sideline is where the player and coaches area begins. The space in between is to remain clear as the neutral zone.
5. Five yards off of the sideline and behind the player/coaches area is where the parent/spectator area begins.

www.teamsideline.com/fortcollins For cancellation and schedule/program updates.
8.4 Football-Tackle

8.4a General Rules & Regulations

1. Practices
   a. First five practices must follow the following (Players added late should follow a similar schedule prior to contact):
      ➢ Practice #1: no contact or no pads or helmets allowed.
      ➢ Practice #2 and #3: no contact, helmets only.
      ➢ Practice #4: limited contact only (maybe 20 minutes).
      ➢ Practice #5+: full contact, regular practice.
   b. Oklahoma or similar drills are forbidden in this program, proper tackling techniques need to be taught.
   c. Scrimmages: The program coordinator must approve all scrimmages. Scrimmages are not allowed after your 1st scheduled game.
   d. One practice per week must be limited contact…no pads if you hold 3 practices.

2. Equipment
   a. The following football equipment will be issued to all players:
      ➢ Helmet.
      ➢ Shoulder Pads.
      ➢ Jersey.
      ➢ Pants (including pads).
   b. Helmets:
      ➢ All helmets must be entirely white.
      ➢ Helmets purchased by parents must be white with no decals. NOCSAE sticker must be present and up to date.
      ➢ All decals are illegal to add to helmets. This includes American flags and all individual awards.
      ➢ Teams or players that alter their helmets will not be allowed to participate.
      ➢ Players or coaches that add stickers to the helmet will be responsible for the cost of the removal of the adhesive. No masking or duct tape.
   c. Mouthpieces: Mouthpieces are mandatory. All players must wear a mouthpiece during practice and games.
      ➢ 1st offense: Failure to do so will dismiss the player from practice or a game until he returns wearing a mouthpiece (The player will sit out a minimum of one play).
      ➢ 2nd offense: 15 yard unsportsmanlike conduct penalty.
      ➢ 3rd offense: 15 yard penalty and expulsion from the game.
      ➢ Mouth guards may not be clear or white.
   d. Players that abuse or deface equipment are subject to disciplinary action, which includes but is not limited to sitting on helmets.
   e. All equipment must be returned to the football room at the conclusion of the season. Each coach is responsible for all of his team’s coaching equipment (e.g., blocking dummies, balls.) to be returned to the Parks and Recreation office.

3. Equipment Turn In:
   ➢ Players will turn their own equipment in immediately following the final game.
   ➢ Coaches are to remind players to bring a change of clothes to their last game.
Note: Players are asked not to wear their helmets while riding bikes to and from any practice or game. Coaches are to keep players from sitting on their helmets.

4. Rosters & Eligibility
   a. Players will be divided into heavy and light weight leagues following equipment handout.
   b. All players are eligible for all positions. However, coaches are encouraged to have players play several positions.
   c. Players may be transferred from one team to another by the Program Coordinator only. Coaches may not request players to form a team.
   d. All players must attend a minimum of 5 practices before being eligible for their first game.
   e. Ineligible player: If any player plays in a game for which he is ineligible, the player shall be removed at the time of discovery. The player will then be ineligible for the next game.

5. Other Rules
   a. Coaches (Head and Assistant) are not eligible to coach a team until they have a USA Football Certification, concussion recognition certification and background check.
   b. New: Only coaches with “a coach’s pass” (we will provide you with these for all Coaches that complete the USA Football certification and pass the City of Fort Collins background check) will be allowed in the team box.

8.4b Game Rules & Regulations
The National Federation Football Rules shall be followed, except for the following rules, which will be utilized in Fort Collins Parks and Recreation’s Youth Football Program.

Please note on the following diagram: We will be using a 100-yard field. The field will be divided into 5-yard intervals. (80 yards of playing field + 20 yards for end zones).

SIZE: The football field shall be 100 yards long and 45 yards wide, with end zones extending 10 yards behind each goal line (except for games played on official fields other than Spring Canyon Park). 5 Yard lines will be added.

1. Starting Times: Games will be played in City Park, Spring Canyon Park, various middle schools and possible Windsor locations. Weekday games may start at 4:15 P.M. Saturday games will begin at 8:00 or 9:00 A.M. Check the schedule closely at www.teamsideline.com/fortcollins
2. **Games Lengths:**
   a. Games are to be 40 minutes long - 3 minute half-time. There are four quarters, each lasting 10 minutes.
   b. Teams change ends of field at half-time only.
   c. The clock runs except for the last two minutes of the 4th quarter.
   d. During the last two minutes of the game.
   e. If a team is up by more than 22 points, the clock will remain running if the leading team has the ball.
   f. Officials will give warning to both benches.
   g. Clock will be stopped on all dead ball situations during last 2 minutes only.
   h. There are two (2) time outs per half. Time outs are one 45 seconds in length and only one coach is allowed in the huddle, if in the center of the field.
   i. Teams and coaches may have timeouts near the sideline and an unlimited number of players and coaches may enter the field. The referee will blow whistle to start play at 45 seconds.

3. **Kickoff:** The kickoff will be made from the 30-yard line and the receivers will line up to, but not over, the 40-yard line. Kicking team may not block until R has touched the ball or the ball has traveled 10 yards (on regulation field 40 and 50).
   a. **NEW RULE:** There must be a minimum of 3 players on each side of the kicker and ALL players must be within 5 yards of the kick line (between the 25 and 30) They may not straddle the 25 yard line. If penalties move the kick line the 5 yard zone moves with the kick line.
   b. Kickoffs Out of Bounds: If the kick goes out of bounds, the ball will be placed on the receiver’s 30-yard line if the ball goes out of bounds on the kickoff beyond the receiver’s 30-yard line.
      c. If the ball goes out of bounds prior to reaching the receiver’s 30-yard line, spot the ball on the nearest hash mark where the ball went out of bounds.

4. **Touchback and Safety:** A touchback is called when the kickoff, punt, recovered fumble by defense, or when an offensive player muffs the ball and the ball goes out of bounds in the end zone. After a touchback, the ball is put in play on the 20-yard line with a snap by the offensive team. After a safety, the team scored on must free kick the ball. Receivers must line up on the 30-yard line. The ball is to be placed on the 20-yard line after a touchback and a safety. Once a kick crosses the opponent’s goal line it is automatically a touchback and will be declared a dead ball.

5. **Scoring:**
   a. **Touchdown:** Six points.
   b. **Extra point:**
      ➢ One point from the 3-yard line.
      ➢ Two points from the 10-yard line.

6. **Punts:** On any punts, the snapper is protected and cannot be hit until he has had a reasonable opportunity to protect himself and regain balance. (If the center snaps the ball then attempts a block, or has a reasonable opportunity to regain his balance, his protection has ended.)

7. **Football Penalties and Enforcement:** Penalties will be 5, 10 or 15 yards.
   a. **Loss of 5 yards**
      ➢ Failure to wear equipment during down (i.e., mouthpiece).
      ➢ Delay of game (25 seconds from ready signal).
      ➢ Illegal substitution.
      ➢ Invalid or fair catch signal.
- False start or illegal act by snapper.
- Less than seven players on offensive line.
- Illegal formation or procedure at snap.
- Illegal shift or illegal motion.
- Planned loose ball infraction (e.g., fumble roosky).
- Illegally handing ball forward (also loss of down).
- Illegal forward pass (also loss of down).
- Intentional grounding (also loss of down).
- Ineligible receiver down field.
- Illegal touching (also loss of down).
- Helping runner.
- Sideline interference.
- Non-player outside of team box, but not on field (this includes coaches and players).

b. **Loss of 10 yards**
- Illegal blocking techniques.
- Illegal use of hands or arms.
- Interlocked blocking.
- Holding.
- Runner grasping a teammate.

c. **Loss of 15 yards**
- Kick catching interference.
- Illegal block after valid or invalid fail catch signal.
- Forward pass interference
- Illegal block below waist or on kicker.
- Clipping.
- Chop block.
- Tripping.
- Charging into an opponent.
- Piling, hurdling, unnecessary roughness etc., and other personal fouls.
- Grasping an opponent’s face mask (or any helmet opening).
- Butt block, face tackle, or spear.
- Roughing the passer (also automatic first down).
- Roughing kicker (also automatic first down).
- Unsportsmanlike conduct by player or non-player.
- Illegal participation.
- Illegally kicking or batting ball.
- Sideline interference (third and subsequent).
- Non-player illegally on field.
- Roughing the snapper.

d. **Disqualification Associated with 15-yard penalties** (Minimum of additional one game suspension in addition to current game)
- Fighting by player or non-player.
- Striking, kicking, or kneeing.
- Intentionally contacting an official.
d. Any act if unduly rough or flagrant.
e. A substitute leaving team box during fight.
f. A second unsportsmanlike foul by player or non-player.

8. **Offensive Spearing:** The ball carrier is not permitted to lower his head into a tackler. This act will result in penalty. Flagrant acts may constitute ejection. Coaches should not teach players to lead with helmet or facemask. (This rule is to protect the offensive player). “Heads Up” tackling MUST be taught!

9. **Positioning:** No interior linemen tackle-to-tackle may carry the ball from an offensive set, unless that linemen has made a turn of 180 degrees.

10. **Coaches on Field:** Coaches are allowed to come on the field and visit with their team during a called time out, in front of the team box. All coaches and players must remain in the team box during the game (only those with coaches passes will be allowed in the tam box). Only one coach is allowed on field during time out. Coaches (maximum of 3) can enter the neutral zone. **Coaches are not allowed in the neutral zone during play. They must move out of the 3 yard zone when the snap is about to happen.** See below:

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Parent/Spectator Area

11. **Spectator Area:** Coaches are responsible for keeping parents and spectators behind the parent line. Failure to do so will result in a 15-yard penalty.

12. **Blitzing:** Blitzing will be allowed in all games

13. **Line to gain:** once the ball is set the line to gain is established by the 2\textsuperscript{nd} - 5 yard increment.

14. **Players:** 8 players must play at all times.

15. **Injury Time-outs:** Coaches may **not** speak with his team during an injury time-out unless the official tells both teams to vacate the field.

16. **Official Score:** The Head Referee will keep the official score on the field. There are no protests or appeals to the officials score.

17. **Mercy Rule:** Any time one team is ahead of its opponent by 22 points or more, there shall be no more kickoff's from the team that is ahead. Rather the trailing team will be awarded the ball at midfield after each score. This procedure shall continue until such time as the point difference is less than 22. The trailing team will continue to kick if they score.
18. **Line of Scrimmage:** 5 players must be on the offensive line of scrimmage at the snap.

19. **Eligible Receivers:** Only players on the end of the line, and in the back field are eligible to go down field on a pass. (If 6 players are on the line of scrimmage at the snap, then 4 players are ineligible).

20. **Shifts:** High School rules allow players to shift (not simulating a snap) several times before the snap. However:
   
   a. Only one player may be in motion at the snap and must not be moving toward the line of scrimmage.
   
   b. If two players are shifting at the same time (or in motion) both players must be set 1 full second before the snap occurs. 3) Once the interior lineman set in a three or four point stance shifts are not allowed by them.

21. **Targeting (New Rule):** Targeting is an act of taking aim and initiating contact to opponent above the shoulders with the helmet, forearm, hand, fist, elbow or shoulder. Targeting is an automatic ejection. It is only an ejection if in the opinion of the referee it was flagrant.

22. **Free Blocking Zone:** Is a zone that is from tackle to tackle (maximum of four yards) and makes all blocks legal to players who a) are in the zone at the snap b) use the block on their initial charge only.

23. **Downfield blocking:** Defensive players may block down field until the ball is in the air. Offensive receivers may not block on their routes (5 Yard Bump Zone).

24. **Pass Interference:** Defensive players may not interfere with an eligible receiver on the first forward pass of a down. National Federation Rules do not have an uncatchable pass clause. Offensive players interfering with the pass will be penalized from the previous spot and loss of down.

25. **Encroachment:** Unlike College and pro rules. Once a defensive player crosses the neutral zone the play is blown dead the defense is charged with offside.

26. **Face-masking:** Anytime a facemask is grasped but then let go a 5 yard face-mask penalty will be enforced. If the player is tackled or if the offender did not release the facemask at 15 yard penalty will be enforced. This is in the sole decision of the official whether it is a 5 or 15 yard penalty.

27. **Head Tackles:** Defensive players must be taught to tackle the body not the head. Initiating contact with the head is a 15 yard penalty and can result in expulsion from the game. Offensive players must be taught to run with their head up to avoid head tackles.

28. **Loss of Helmet:** If a player’s helmet comes off during the course of play, not as a result of a penalty (face mask etc.), that player must leave the game for 1 play. Time outs cannot buy him back into the game. Any player that loses their helmet may not participate in the play. If a player continues without their helmet a 15 yard illegal participation will be enforced. If a player hits a player without their helmet an illegal contact penalty will be enforced. If the helmet comes off the ball carrier the play will be blown dead immediately.
8.6 Softball

8.6a General Rules & Regulations

1. **Eligibility** - Participants must be in grades 1<sup>st</sup>-8<sup>th</sup>. Participants are determined eligible according to their school grade in the spring prior to the summer season.

2. **Fee** – Each participant shall pay a program fee and a shirt fee of $15.00, if needed. If a participant is unable to pay the fee, they will not be kept from participating. The participant should contact the Recreation Department at 970-221-6256 for financial assistance.

3. **Player Registration** - Registration of all participants will be done at the Recreation office at 112 E. Willow Drive, 970-221-6256.

4. **Equipment and Uniforms** - Parks and Recreation will provide
   
   a. Balls.
   b. Bats.
   c. Catcher’s equipment for each team. *The catcher must wear a catcher’s mask.*
   d. The coach should check all equipment, any defective equipment should be returned to the Program Coordinator.
   e. Shorts worn must be an appropriate length for the game (Determined by umpire).

5. **Warm-up Practice** - No infield practice is allowed. Teams should use the warm-up area located outside of the playing field.

6. **Home Team** - The home team will be the first team listed on the schedule and will occupy the third base dugout and will wear yellow for that game.

8.6b Game Rules & Regulations

The official United States Slow Pitch Softball Association rules will govern all play except for the following rules:

1. **Field Dimensions** – Base paths are 60’ and pitching is 40’.

2. **Warm-up Pitches** - Three the first inning, one after that, or 60 seconds maximum between innings. All new pitchers entering the game will receive three warm up pitches.

3. **Number of Players**: A minimum of 8 Players (minimum 4 females) can start a game. At no time can there be more males than females on the field of play for defense.

4. **Ten Batter Rule** - The inning ends when three outs are made or after the 10<sup>th</sup> batter bats and is called out or crosses home plate. Coaches are responsible for keeping track of 10 batters and informing the umpire. All players need to be in batting line up even if they are not playing in the field.

5. **Count** - All batters start with a 1 – 1 count (one ball, one strike). Three strikes = out, four balls = walk

6. **Fair Ball and Foul Balls** - A FAIR or a FOUL ball is judged by the relationship of the ball with the foul line when the ball is touched.
   
   a. **A fair ball is a batted ball that:**
      
      ➤ Is on or over fair territory then bounding past first or third base, or
      ➤ Settles on fair ground before passing first or third base, or
      ➤ Touches any base, or
      ➤ Is over fair territory when it crosses the outfield fence, or
      ➤ Is a fly ball that lands on fairground beyond first, second, or third base, or
      ➤ Hits a runner, fielder, umpire, or batter in fair territory.

   b. **A foul ball is a batted ball that:**
First lands on fouled ground beyond first or third base, or
- Is over foul ground when bounding past first or third base, or
- Settles on foul ground between home and first, or home and third base, or
- Touches a fielder, runner, umpire, or batter in foul territory, or
- Touches a coach or object in foul territory, or
- Hits a bat a second time while the bat is in the batter’s hands and the player is in the batter’s box.

7. **Time** - Time-out is not in effect until the umpire calls time. **Note:** Throwing the ball to the pitcher does not automatically give time. The ball does not have to be in the infield to be considered a dead ball. The umpire decides when the ball becomes dead.

8. **Lead Offs** - Players may not leave the bases until the ball is hit. If the player leaves early, the defense must protest that the player left early. If the player left early, that runner is out.

9. **Appeals** – Appeals must be made to the umpire prior to the next pitch after the umpire has declared time in. Appeals can be made for the following issues:
   - Base runner left early.
   - Base runner missed base.
   - Batting out of order (someone must be keeping score).

10. **Strike Zone** - Strike Zone is from the batters shoulders to knees when the ball crosses the plate, regardless of where the batter is standing in the batter’s box. Batters should be encouraged to swing.

11. **Sliding** - is optional, however, runners are encouraged to slide only when it is necessary. The base runner cannot interfere with the fielder attempting to make a play at the base. If the base runner interferes with the fielder attempting to make a play at the plate the base runner is out, if the fielder interferes with the base runner (blocking the base) without the ball the runner is automatically safe.

8.6c **Grade Specific Modifications of Game Rules**

   **a) Elementary (Grades 1st-5th)**
   1. **Game Length:** Game ends after 55 minutes. The current half inning will be finished.
   2. **Infield Fly:** Will not be played in elementary.
   3. **Overthrows:** One base is awarded from the last base touched at the time of the ball entering foul or dead ball territory. **Note:** If umpire feels the overthrow was intentional then as many bases as seen fair by the umpire can be awarded.
   4. **Pitching:**
      - 1st-3rd Grade: Coach will pitch, if a player strikes out they will have three swings to hit off the batting tee.
      - 4th-5th Grade: All pitchers will pitch from 40 feet. Pitches must have an arc from the height of the pitcher to 10’. **Coach will pitch inning (1), players will pitch inning (2) and then alternate through the game.**

   **b) Middle School (Grades 6th-8th)-Modified Fast Pitch**
   1. **Game Length:** No new inning shall be started after 55 minutes of play. If an inning is in progress when the time limit is reached, the inning and game shall be finished according to the following:
      - If the home team is at bat and ahead when the time limit is reached, the umpire shall declare the game over.
      - If the score is tied at the completion of the time limit, the game shall remain tied.
2. **Infield Fly:** First and second bases must be occupied. There must be less than two outs. It may not be a bunt or line drive. It must be a fair ball. It must be a ball that can be handled by an infielder with ordinary effort. Runner may advance:
   a. If caught - when ball is first touched.
   b. The ball remains alive.
   c. Runners advance at own risk.
   d. *It is verbally declared when ball reached highest peak*

3. **Overthrows:** If the ball remains in play, play continues. If the ball goes out of play the ball is a dead ball and the runner will be awarded one (1) base from the last base touched at the time the ball goes out of play. *Note: If umpire feels the overthrow was intentional then as many bases as seen fair by the umpire can be awarded.*

4. **Pitching:** All pitchers will pitch from 40 feet and may be pitched flat with the regular slow pitch arm swing. Pitchers *cannot* wind up. *Players will pitch in all innings of all games.*
8.7 Volleyball

8.5a Game Rules & Regulations

All games are played by National Federation rules with the exception of the following:

1. **Players:** A team consists of 6 players who must alternate in the serving rotation.

2. **Start of the Game:** A coin toss will precede each match. The winner of the toss will be offered a choice of either the first serve or side for the first game. There will be another coin toss for the third game.

3. **Hitting the ball during play:**
   a. The ball may be double contacted on the first team contact. (Including the serve)
   b. A maximum of three hits on a side is permitted and a total of three hits should always be encouraged.
   c. The ball may not be contacted by the same player consecutively, except on the first hit in one motion.
   d. The ball may not be caught, carried, thrown, or held.

4. **Play the Net:** Players may touch the net except for the tape on the top of the net.

5. **The Center Line:** Their feet and hands may contact the center line, but may not entirely cross the center line.

6. **Interruptions of Play:** After the serve, the ball remains in play until the referee blows the whistle to signal a dead ball. Players must wait for the referees whistle before they serve.

7. **Time-outs:** Each team is allowed two 30 second time-outs per game. They may be requested by the team captain or coach.

8. **Rally Scoring:** A team scores a point when they win the rally.

9. **Boundaries:** A ball touching a player or any part of the opponents’ court, including the lines, is considered good. When the ball touches the ceiling and the ball lands on the same side of the court, it may still be played.

10. **Co-Ed Rules:** There are no co-ed play restrictions.

8.5b Grade Specific Modifications of Game Rules

**a) Elementary (Grades 2nd-5th)**

1. **Uniforms:** MUST wear reversible green and gold jerseys that can be purchased at the Northside Aztlan Community Center or the Edora Pool and Ice Center.

2. **Net Height**
   a. 2nd-3rd: 6’6”
   b. 4th-5th: 7’

3. **The Serve:** Players may underhand serve from the 10’ line (attack line). Any overhand serves should be done as close to the end line as possible. Officials and coaches may move players back if there is an advantage.

4. **Rotations:** Continuous substitution (rotation) is required.

5. **Length of a match:**
   a. Three games (regardless of outcome on first two games) to 25 points,
   b. Win by two points no cap, and rally scoring.
   c. If the score is tied at the 45 minute time limit, the next point decides the winner of the game.
   d. The 45 minute time clock will start at the first serve; warm up time will vary depending on ending of previous matches.
b) Middle School (Grades 6th-8th)
1. Uniforms: Players will be given by the coach school color t-shirts at practice.
2. Net Height: 7’4”.
3. The Serve: Players must serve from the end line for overhead serves. Players serving underhand may step no more than two strides into the court. No maximum serves allowed.
4. Rotations: The rotation must be made after the ball is dead before your serve and must be in the same order throughout the game (only exception is for an injured player).
5. Length of a match:
   a. Three games (regardless of outcome on first two games) to 25 points (all three games count toward standings).
   b. Rally scoring.
   c. Win by two points no cap.
   d. If the score is tied at the 45 minute time limit, the next point decides the winner of the game.
   e. The 45 minute time clock will start at the first serve; warm up time will vary depending on ending of previous matches.
   f. Standings are based per game not per match.
6. Substitutions: Free and unlimited substitutions will be allowed, however, if in the sole opinion of the game official or gym supervisor that a player is substituted to gain an unfair advantage the official and/or supervisor will make changes to the lineup that is deemed appropriate to the situation. (Do not sub a player for multiple players in order to gain serving advantage).
8.8 Wrestling

8.8a General Rules & Regulations

1. **Meet Time Presence:** Teams must be at the site and ready at least 30-minutes before start time. Varsity wrestlers must wrestle in supplied team singlet. Sub varsity wrestlers may wrestle in singlet or T-Shirt with school colors that were provided.

2. **Warm-up time:** Approximately 10 minutes for teams to warm-up on the mat prior to their meet.

3. All wrestlers must be clean and have any wounds properly covered. The official is the final word on cleanliness.

4. **City meet:** All wrestlers will compete in their proper weight classification. The meet is double elimination (exception of the championship round). A mandatory weigh in will be held prior to the tournament. All wrestlers planning on attending must be weighed in to be put on a bracket.

8.8b Game Rules & Regulations

All meets are played by National Federation rules with the exception of the following:

1. **Weight Groups:** 62, 68, 74, 80, 86, 92, 98, 104, 110, 122, 134, 150 and Heavyweight. Coaches may move wrestlers up (they may move down one weight class for JV only).

2. **Weigh-ins:** Players will be weighed in prior to the first meet of the season. This will be their official weight for all duals.

3. **Meet Setup:** Coaches will place 1 athlete in each weight class for the varsity meet. The varsity match will be held first. At the conclusion of the varsity match there will be JV matches. All players should have an opportunity to wrestle each match.

4. **Junior varsity matches:**
   a. In JV meet players may go up or down 1 weight class in order to give the other team opportunities to compete.
   b. If the weight class is open and the team has a varsity player he may compete in the JV meet to give the other athletes matches.
   c. In the JV meets youth may also wrestle 2 matches if that gives opportunities to other wrestlers on other teams.

5. **Matches:** will be played 3 – 1 minute 30 second periods. If match is tied in duals the match will result in a tie and no team points will be awarded. In tournament play NFHS tiebreaker will apply.

6. **Match Scoring:**
   a. Takedown: 2 points
   b. Escape: 1 point
   c. Reversal: 2 points
   d. Near Fall: 2 or 3 points
   e. Penalty Scoring per NFHS rules

7. **Dual Meet Scoring:**
   a. Fall: 6 points
   b. Forfeit: Will not be scored
   c. Disqualification: 6 points
   d. Technical fall: 5 points
   e. Major Decision: 4 points
   f. Decision: 3 points
   g. Unsportsmanlike conduct: -1 point