



**ATHLETIC POLICY MANUAL**

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## **ARTICLE 1.0 Mission Statement and Policy Purpose**

- A. The mission of Davie County Recreation and Parks is: *To enrich the quality of life in Davie County by offering exceptional recreational experiences through a diverse system of programs, events, parks and cultural resources.*
- B. The purpose of the Athletic Policy Manual is to provide general guidelines for all youth and adult athletic league programs sponsored by Davie County Recreation and Parks. Furthermore, this manual may also be used as a reference toolkit for volunteer coaches, parents and players to ensure the continuity of all athletic league programs.

## **ARTICLE 2.0 Program Purpose**

- A. To contribute to the participant's physical skill, emotional maturity, social development, health, happiness, and moral support.
- B. To teach the participant values of cooperation and the spirit of competition in a controlled game situation.
- C. To provide athletic opportunities for all ages in each community through the use of public recreation facilities.

## **ARTICLE 3.0 Youth Program Philosophy**

- A. Everyone Plays: Our program provides the opportunity for all participants to play. The amount of play time is further detailed within each athletic league rules.
- B. Balanced Teams: Every year a new draft is completed to create as evenly balanced teams as possible.
- C. Open Registration: Our program is open to all children who meet the grade division and age requirement for each athletic program offered.
- D. Good Sportsmanship: We strive to create a positive environment based on mutual respect rather than a win at all cost attitude. We implemented a character development initiative (Article 5.0) to help encourage this learning opportunity.

## **ARTICLE 4.0 Eligibility**

- A. Youth Athletic Eligibility
  - a. All registered participants must have completed registration through our Active Network and submitted their payment to DCRP by the deadline date.
  - b. If a player is older than the maximum age allowed for the league grade division, the player must play up a division. The maximum age allowed is further detailed within each athletic league rules.
  - c. Grade Divisions: A player's grade level of current year will determine the grade division they participate in. Davie County Recreation and Parks staff has the ability to change the grade divisions based on participation registration numbers.
  - d. A player will participate in their correct grade division unless stated otherwise on their registration form. A player is allowed to play up only one (1) grade level (exception can be made due to talent/skill level), if request is provided during registration process.
    - i. If a player is not in Kindergarten but will be in Kindergarten the following school year, they will be allowed to play up and participate.
  - e. A player will only be allowed to participate in one (1) grade level below if their age provided would place them in that lower grade level. (Example: If a player is in a particular grade but according to their age they should be in the grade level below.)
- B. Adult Athletic Eligibility
  - a. A player must be at least 16 years of age to participate in any Adult Athletic Leagues, unless otherwise stated elsewhere. A player's age shall be determined by the age of said player on the date of the coach's organizational meeting for that season.

- b. Player's must be on a Team Roster with signature prior to regular season play for verification and approval.
  - c. All players must have a valid picture I.D. at all games. If a scorekeeper, supervisor, or Davie County Recreation and Parks Department Staff member asks for I.D., that player must present it immediately, no exceptions. A legal player is defined by being a member on the final team roster. Teams caught playing illegal or unauthorized players will forfeit every game played with illegal player(s). A second infraction of the illegal players' policy will result in the team being suspended from both league and tournament play.
  - d. To be eligible for the Adult League's post-season tournament, a player must participate in four (4) games during the regular season.
- C. All players shall remain on the same team until their eligibility ends for that season. A player cannot participate in more than one organized athletic league or division that is sponsored by Davie County Recreation and Parks.
- D. Davie County Recreation and Parks staff shall have the authority to suspend any team member whose conduct is considered detrimental to the best interest of their Athletic Leagues.

#### **ARTICLE 5.0 Character Development Initiative**

- A. Athletics can be exciting and enjoyable for all. The feelings of being excited and having fun are closely tied to individual and team character. The following are examples of good character concepts:
- a. Respect Yourself: You need to believe in yourself and see yourself as an important part of the team. You may not be the best at everything but use your strength to make the team better as a whole.
  - b. Respect the Opponents: You need your opponents or the game wouldn't take place. So you need to show respect for your opponents by treating them as needed partners, not as enemies. When competing against a strong opponent, you usually play a better game.
  - c. Respect the Coaches: The coaches are volunteering their time to our community to help each player he or she coaches. These coaches are needed to have a quality athletic program. Show respect to all, as they are here to do their best and be servant leaders.
  - d. Cooperation with Officials: Rules are in place for a reason while also providing you with a structured game. You need to respect the officials as they are here to help and provide you with the opportunity to play.
  - e. Building the Team: Everyone has different abilities and skills. Therefore, if you are listening to each other, sharing ideas, and helping each other increase strength, then you will be more likely to achieve your goals. You win as a team and you lose as a team. More importantly, win with humility and lose with humility.
  - f. Learning to Win and Lose: Every game has a winner and a loser. We all want to be competitive and win each game, but we have to learn to deal with losing/failure in order to grow character as a team, fundamentally get better as a team, and ultimately be successful as a team. If you have the "winning is everything" mentality, this could lead to ignoring the positive reason why you join any athletic sport in the first place. The best competitors learn from their loss and strategically apply it to the future and build character.
- B. The Character Development Initiative is effective for all youth athletic league programs. During the athletic league season, volunteer coaches are required to take part in this initiative before each team practice is conducted. Davie County Recreation and Parks will provide coaches with different scenarios (related to the sport) to share and discuss with the team. Coaches may elect to share a scenario of their own related to past experiences or a recent practice/game scenario, so long as the example(s) shared with the team are appropriate and centered on quality character development.
- The essential key ingredient of the Character Development Initiative is to allow participants the opportunity to respond individually or as a group to what the best solution(s) are in the given scenario

which represents good character. This allows our youth to be more receptive and retain information, which can ultimately transition onto the court, the field, at home, in the classroom and in the general public. **THIS CREATES AN IMPACT ON THE LIVES OF OUR YOUTH!**

#### **ARTICLE 6.0 Zero Tolerance Policy**

- A. We understand that athletics are competitive by nature; however as a department we've taken proactive, zero tolerance stance towards unsportsmanlike act or conduct deemed inappropriate at any DCRP sponsored athletics.
- B. Below are in no way a complete list of unsportsmanlike conduct examples, but rather actual consequences for actions deemed inappropriate.
  - a. The following actions would result in ONE game suspension:
    - i. Acting in an unsportsmanlike or inappropriate manner before, during, or after a scheduled game or practice.
    - ii. Any player, coach, or spectator who refuses to abide by any officials' decision.
    - iii. No player or coach shall be guilty of objectionable demonstrations of ball throwing, stomping, kicking, etc. due to an official's decision
  - b. The following actions would result in MULTIPLE game or LEAGUE season suspension:
    - i. If a player, coach, or spectator is removed from a game or facility by an official or gym supervisor for unsportsmanlike conduct (profanity, disruptive behavior, etc.).
    - ii. If a spectator walks onto the court or field of play during a game showing unsportsmanlike conduct. Exception: A parent/guardian spectator may walk onto the court or field of play in the event of a visible injury to their child.
    - iii. Using obscene or inappropriate language which includes flagrant gestures.
  - c. The following actions would result in YEAR or INDEFINITE suspension:
    - i. Any player, coach, or spectator that pushes, strikes, shoves, or threatens an official/referee, gym supervisor, staff member, opposing player or coach, or fan with bodily harm before, during, or after a game.
    - ii. If a player, coach, or spectator is involved in a fight or other physical altercation before, during, or after a department sponsored practice or game.
    - iii. Being under the influence of illegal drugs or alcohol while attending any DCRP sponsored game, practice, or event.
- C. Ejected coach or spectators must leave the facility. Ejected players must remain seated on the bench during the game. Exception: A player may leave with a parent or guardian.
- D. Any time a player or coach is suspended twice during the season, he or she will be dismissed for the remainder of the season. If the ejection occurs in the last game of the season, then the offender is placed on indefinite suspension.
- E. A coach, player, parent, or spectator who is suspended cannot be present at any practice(s) or game(s) with any team that he is affiliated with during that time, regardless of division.
- F. Indefinite suspension is at the discretion of Davie County Recreation and Parks staff.

#### **ARTICLE 7.0 Duties and Responsibilities of Coaches/Team Captains**

- A. All youth athletics have a volunteer coach that assumes responsibility.
  - a. To provide recreation, instruction of athletic skills, and an atmosphere that will enhance good sportsmanship. Do not publicize to parents/players where any participant was selected in the draft.
  - b. All coaches that are at least 18 years old must complete the Volunteer Coaching Application, complete and have an approved background check, sign coach's code of conduct, and attend the mandatory coach's meeting. All minor coaches, ages 16-18 years old, must complete the Minor Volunteer Coaching Application, sign coach's code of conduct and minor release form, and attend the mandatory coach's meeting.

- c. Coaches should keep practices within a time frame and should always be at the practice during that time.
  - d. Assistant coaches are recommended to increase supervision and to insure that children are not left alone.
  - e. Any coach not carrying out the duties and responsibilities as established will be subject to dismissal from the league.
- B. All adult athletics teams must provide a Team Captain that assumes responsibility. The Team Captain is allowed to participate.
- a. All Team Captain's must submit their team roster with signatures prior to the first game of the season.
  - b. The Team Captain's job is to maintain proper conduct among his team members at all times.
  - c. Team Captain's should be examples for their players. Unsportsmanlike conduct and constant harassment of officials will not be tolerated.
  - d. Any Team Captain not carrying out the duties, rules and regulations established by the Davie County Recreation and Parks Department will be subject to dismissal from the league.

### **ARTICLE 8.0 Official Equipment**

- A. Youth Athletics
- a. Teams are required to appear on the court in full uniform for each game. Players who do not wear the proper game uniform will not be allowed to participate in that game.
  - b. Each participant will need to provide their own pair of gym shorts to wear during games. Players must also wear the game jerseys provided by Davie County Recreation and Parks at each game for accurate participant identification.
- B. Adult Athletics
- a. All teams are asked to furnish their own uniforms.
- C. All players shall be required to wear proper gym shoes during all practice and game situations. Players will not be allowed to wear jeans or cut-off shorts at practice for safety reasons.
- D. Jewelry that includes, but not limited to earrings, necklaces, bracelets, watches, and other body adornments that could be deemed dangerous will not be allowed. Those players with a medical condition that need to wear medical alert tags in the form of bracelets or necklaces will be allowed to do so. If worn, the medical alert tags should be taped to the body so that the medical alert information remains visible.

### **ARTICLE 9.0 Youth Draft Rules**

- A. A blind draft selection process will take place for K-1 grade division(s), which means no skills assessments will take place. DCRP (at their discretion) will not reveal the identity of any other player until the draft has been completed regardless of circumstances.
- B. A skill assessment draft selection process will take place for all other divisions, 2<sup>nd</sup> grade and up.
- C. Both draft selection processes will start with a random pick of draft order followed by a snake draft format (ex. 1, 2, 3, 4, 4, 3, 2, 1, etc.).
- D. The skills assessment night(s) will be an opportunity for the coaches to observe the registered participants through demonstration of skills. After the skills assessments are completed, coaches will have a meeting to draft players.
- E. Option Player(s) for Blind Draft (K-1 grade division(s)) considerations:
- a. Any Head Coach or Assistant Coach that has a child participating will be that coaches' Option Player(s).
  - b. Any Head Coach that does not have a child participating can provide their Option Player to the Athletic Program Director and must be submitted in writing at least one day prior to that age division's draft. DCRP staff may deny that option player at their discretion.
  - c. These Option Player(s) will be protected.

- F. Option Player(s) for Skill Assessment Draft (2<sup>nd</sup> grade and up divisions) considerations: **NOTE: The maximum number of option players per team is 2 (The only exception is if the head coach has more than 2 children participating in the same division).**
  - a. Head Coach is allowed One (1) Option Player per team that must be declared in writing prior to the skill assessment and draft.
    - i. Any Head Coach that has a child(ren) participating will be that coaches' Option Player(s).
    - ii. Any Head Coach that does not have a child participating, can provide their Option Player to the Athletic Program Director. DCRP staff may deny that option player at their discretion.
  - b. Assistant Coach is allowed the One (1) Option player per team (If head coach does not already have 2 option players) that must be declared in writing prior to the skill assessment and draft.
    - i. Any Assistant Coach that has a child(ren) participating will be that coaches' Option Player(s).
    - ii. If the Assistant Coach does not have a child participating, they will not be allowed an Option Player.
  - c. Option Player(s) will need to attend the Skills Assessment to be evaluated by all other coaches in that division and DCRP staff to best determine their draft round pick. If not all coaches agree, an average will be used to determine round pick.
  - d. If Option Player(s) do not attend Skill Assessment:
    - i. Head Coach's Option Player will be automatically drafted in Round 1 unless deemed otherwise by DCRP staff.
    - ii. Assistant Coach's Option Player will be automatically drafted in Round 2 unless deemed otherwise by DCRP staff.
- G. When siblings becoming eligible for the same grade division, one player will be selected in the regular draft order and the other will be selected at the same time by coaches and DCRP staff vote to determine the siblings draft round pick.
- H. All teams will be grade and gender balanced (as close as possible, dependent on the make-up of the league).
- I. Assignment decision of players who did not attend a skills assessment or who registered late shall be the responsibility of Davie County Recreation and Parks.
- J. Once a player has been selected in the draft process they are immediately considered a member of that team and must remain on that team until their eligibility ends for that league as stated in article 3.0 of this policy manual.
- K. Every effort shall be made to only allow one set of siblings per team at the discretion of DCRP staff.

#### **ARTICLE 10.0 Officials**

- A. Officials are to be furnished and assigned through the use of a booking agent. Officials will have complete control of all game situations and their calls will be final.
- B. Officials should report technical fouls and ejections to Davie County Recreation and Parks staff.

#### **ARTICLE 11.0 Playing Rules**

- A. Each athletic league will have a governing body for rules with exceptions for each grade divisions.
- B. Each athletic league with have a Rule Sheet for each grade division.

#### **ARTICLE 12.0 Protests**

- A. Protest of official's judgment, rules, and misinterpretation of rules will not be accepted. Protests are allowed on ineligible players; however, the protest must be submitted in writing to the Davie County Recreation and Parks office by the end of the next working day (Monday-Friday, 8:30am-5:00pm). All others are void and invalid.

### **ARTICLE 13.0 Medical Emergencies**

- A. All player injuries shall be treated with appropriate and reasonable action.
- B. If there is any doubt about a player's ability to continue participating, staff and coaches shall err on the side of safety and not allow them to play.
- C. All injuries or accidents are to be reported to a DCRP staff member within 12 hours.

### **ARTICLE 14.0 Photography Policy**

- A. Periodically photographs, videos and live social media feeds are taken of people participating in DCRP athletics.
- B. All persons registered, participating or using DCRP property thereby agree that any photograph, video, likeness taken by DCRP or its agents may be used for promotional purposes including, but not limited to posting on our website, social media, videos, brochures, flyers, and other publications without additional, prior notice, permission, compensation or notice.

### **ARTICLE 15.0 Inclement Weather**

- A. In case of inclement weather, a Davie County Recreation and Parks staff member will contact the Head Coaches or Team Captions of each team.
- B. Practices will be cancelled and games will be postponed if Davie County Schools are closed or release early due to inclement weather.

### **ARTICLE 16.0 Refund and Non-Sufficient Fund Policy**

- A. A full refund will be issued in the event of insufficient program enrollment or inclement weather for departmental programs.
- B. A refund will be approved when the registrant submits a written request for a refund at least seven (7) business days before the service date for the league. Note: When receiving a refund, a 30% administrative service charge will be held by DCRP.
- C. No refund will be approved less than seven (7) business days before the first service date or after the league has started.
- D. All returned checks (NSF) will be assessed a \$20.00 service fee in addition to the payment being remitted in person to the County of Davie Finance Department, 123 N. Main Street, 2<sup>nd</sup> floor, Mocksville, NC between the hours of 9:00am – 5:00 pm, Monday – Friday.