

# Youth Athletics' Policies



# CONDUCT



## YOUTH ATHLETIC POLICY: CONDUCT

The actions listed below are not acceptable in the St. Paul Recreation program and will not be tolerated. Teams, coaches and/or players committing such actions are subject to the penalty that follows each item. Coaches are responsible for the conduct of their players and fans. They are also responsible for the awareness of these policies and procedures by their players and fans.

1. ***The consumption of alcoholic beverages (violation of city ordinance)***  
Individual(s) may be ejected from the game and team may be forced to forfeit.
2. ***Verbal abuse to opponents or officials***  
Individual ejected from game. If ejected during tournament play, the ejection carries for the remainder of the tournament.
3. ***Unnecessary rough play***  
Individual ejected from game. If ejected during tournament play, the ejection carries for the remainder of the tournament.
4. ***Flagrant physical contact***  
Individual ejected from game. If ejected during tournament play, the ejection carries for the remainder of the tournament.
5. ***Fighting***  
Individual or team suspended from all Municipal Athletic programs indefinitely.  
Individual(s) involved may be requested to attend a hearing regarding reinstatement into the Municipal Athletics program.
6. ***Physical abuse of game officials***  
Individual or team suspended from all Municipal Athletic programs indefinitely.  
Individual(s) involved may be requested to attend a hearing regarding reinstatement into the Municipal Athletics program.
7. ***Use of ineligible players***  
Individual and team subject to forfeiture of all games individual(s) played in. In tournament or playoffs, the team will be removed from competition, and could be subject to a one year suspension from all Municipal Athletics= programs.
8. ***Any Unsportsmanlike act not covered in 1-7 above***  
Penalty imposed by the official according to the severity of the act. If ejected, the ejection penalty will apply (explained below).

### **Ejection Policy:**

An ejection from any game is an automatic (minimum) one week suspension from *all* Municipal Athletic programs. It includes any additional league games scheduled to take place that night and the following week. It also includes all games in any other leagues for the period of one week. Any person receiving two ejections within the same season will automatically be suspended for the rest of the season and may be requested to attend a hearing regarding reinstatement into the Municipal Athletics program. If a player or coach participates during his/her suspension, they will be suspended for the remainder of the season, and the team will forfeit the game.

**UPDATED**

*\*For any action, Municipal Athletics reserves the right to impose such penalties as warranted to fit the circumstances.*



## CONDUCT



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**6. *Physical abuse of game officials***

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Penalty imposed by the official according to the severity of the act. If ejected, the ejection penalty will apply (explained below).

## CONDUCT

### EJECTIONS

### UPDATE

**REGULAR SEASON** – Will result in a minimum of a one (1) week suspension. Municipal Athletics reserves the right to impose additional penalties as warranted based on the severity of each situation. In addition, any unsportsmanlike conduct deemed severe enough by the on-court officials may warrant an automatic ejection.

**PLAYOFFS** – Any player, coach, or other person that has been ejected during a game will not be allowed to participate for the remainder of the playoffs. Municipal Athletics reserves the right to impose additional penalties as warranted based on the severity of each situation.

### One Week Definition:

Ejected on Saturday. One week suspension starts the day following the suspension.

Example: Suspended on Saturday! Suspension starts the next day, Sunday.

Sunday day1, Monday day2, Tuesday day3, Wednesday day4, Thursday day5,

Friday day6, Saturday day7.

Suspension from ALL P & R activities and includes any activities in other programs



# RESIDENCY

## YOUTH ATHLETIC POLICY: RESIDENCY

Any youth participating on a Department of Parks and Recreation sports team must be a resident of the City of Saint Paul. A non-resident may register if he/she attends school in St. Paul. ~~A non-resident fee is charged in addition to the sport fee.~~ This includes players of all ages, whether they play in a city league or a non-city league.

### NON-RESIDENT TEAMS

On occasion, the City has approved a team or teams from suburban areas to play in the city youth leagues when the team(s) had no where else to play and it was in the City's best interest to have them in our leagues. An example is the football program where teams from the South St. Paul have joined the city leagues because of a lack of teams in SSP to have their own league. In a situation like this the Department can provide an improved service and no Saint Paul residents are denied the opportunity to participate.

With the exception of the residency requirement, all non-resident teams must comply with all Department Youth Athletic Policies.

**\* Non resident fee not charged if enrolled in school located in St. Paul**



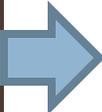
-----St Paul Boundaries



# ROSTERS



## YOUTH ATHLETIC POLICY: ROSTERS



All teams that participate in the Department of Parks and Recreation youth sports leagues will be required to submit a player roster form. The roster is the Division's main tool for checking eligibility. It is the responsibility of the recreation center director and not the coach to complete and submit the roster forms.

### It is a policy of the Department of Parks and Recreation that:

1. A team's completed roster form is due in the Municipal Athletics' office at least one day prior to the team's first league game.
2. A completed roster form includes each player's name, signature, address, phone number, birth date, grade and school. It also includes the coach's name, address, phone number and the coach's signature.
3. The roster must be dated and signed by the recreation center director or staff designee.
4. A copy of the roster must be kept on file at the recreation center.
5. Birth certificates or some form of age verification must be on file at the recreation center.
6. Teams that do not submit a roster prior to the deadline may be subject to forfeiture of the first game. Teams without a submitted roster prior to the second game may be dropped from the league.
7. Additions to the roster may be made by submitting additional players' information on a roster addition form. Additions or changes in rosters can be made until mid-season or determined by Municipal Athletics office. Any changes must be turned into the municipal athletics office.
8. Non-recreation center teams in department leagues must adhere to the same eligibility and roster requirements as recreation center teams and must submit a completed roster to the Municipal Athletics office prior to the start of their season.
9. Players or coaches who knowingly provide false or incorrect information on rosters will be suspended from the league and may be required to attend a hearing regarding reinstatement into the athletic program.

Note: There have been situations when a player has inadvertently been left off the roster. If verification can be made that the player is eligible by all other rules and has been a member of the team that season, the player could be ruled as eligible.

**NEW IN 2014. All Rosters will be electronically submitted To Municipal Athletics by the Center Director.**







# PROTESTS

## YOUTH ATHLETIC POLICY: PROTESTS

Only player eligibility can be protested in youth athletics program; rule misinterpretation and judgment calls made by an official cannot be protested.

### PLAYER ELIGIBILITY:

Anyone found in violation of the following may be subject to individual suspension and any games competed in are subject to forfeiture:

1. Non-resident
2. Over age
3. Over weight (football)
4. Non-rostered player.
5. Other violations of eligibility policies



Eligibility protests must be made in the following manner:

1. Protests on eligibility must be in writing on a protest form. Forms may be obtained at any recreation center or at the Municipal Athletics Office. The form must be submitted by the recreation center director, not a coach, player or parent. The form along with a \$25.00 protest fee must be sent to Municipal Athletics, 1500 Rice Street, St. Paul, MN 55117. (Make check payable to "Municipal Athletics")

2. If a protest on eligibility is during a game, the protesting team must have the officials help get the protested player to write his/her name, address, phone #, school and age on a piece of paper and sign it. The official will turn the information in to Municipal athletics staff.

**Note:** The protest is not complete without the protesting team following procedure #1 above.

3. Protests of eligibility may be made at any time during the season, but must be made at the time of discovery. If known prior to competing, but nothing is said until after the game to try to insure winning the game, the protest, if valid may be upheld, however, the protesting team will not receive a win for the game. The game would be considered "no contest."

4. It is the responsibility of the protesting team to provide some type of written proof or documentation to back up the protest claim. Hearsay alone will not be accepted as grounds for protesting.

**If a protest is found to be valid, the \$25 protest fee will be returned. If found to be invalid, the \$25 protest fee will be retained by Municipal Athletics in a fund that supports youth athletics.**

### Rule Misinterpretations made by Officials

Rule misinterpretations by officials happen at every level of play from the professional major leagues to youth recreational programs. Even in a competitive setting where winning and losing may be more important, it has always been the policy of the Department of Parks and Recreation not to honor protests for misapplied rules during games. Even though misinterpretations cannot be protested, it is important they be shared with Municipal Athletic staff so the misinterpretations may be corrected for the future.



# PROTEST FORM

## YOUTH ATHLETIC POLICY: PROTEST FORM

SUBMIT TO \*MUNICIPAL ATHLETICS, 1500 N RICE ST.  
ST. PAUL, MN 55117 (651)-558-2255 FAX (651)-558-2237

THIS FORM MUST BE SUBMITTED BY THE RECREATION CENTER DIRECTOR. FORMS NOT SUBMITTED BY THE RECREATION CENTER DIRECTOR WILL BE RETURNED. PLEASE READ OR BE FAMILIAR WITH THE YOUTH ATHLETIC POLICY ON PROTESTS PRIOR TO COMPLETING THIS FORM. INFORMATION ON THE PROPER PROCEDURE FOR PROTEST MAY BE OBTAINED AT YOUR LOCAL RECREATION CENTER OR THE MUNICIPAL ATHLETICS OFFICE.

### PLAYER ELIGIBILITY PROTEST:

SPORT \_\_\_\_\_ AGE DIVISION \_\_\_\_\_

NAME(S) OF PLAYER(S) PROTESTED \_\_\_\_\_

DATE/TIME OF GAME \_\_\_\_\_ SITE GAME PLAYED \_\_\_\_\_

PLAYER(S) BEING PROTESTED NAME, PHYSICAL DESCRIPTION, JERSEY #, SCHOOL, OR ANY OTHER HELPFUL INFORMATION:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

REASON(S) FOR CHALLENGING THIS PLAYER(S), (INCLUDE ALL DOCUMENTATION TO SUBSTANTIATE CLAIMS):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(please use reverse side if more space is needed)

signature RECREATION CENTER DIRECTOR \_\_\_\_\_

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_: \_\_\_\_ am pm

signature MUNICIPAL ATHLETICS STAFF \_\_\_\_\_

DATE RECEIVED \_\_\_\_\_

TIME RECEIVED \_\_\_\_\_

\$25.00 FEE CASH \_\_\_\_\_ CHECK # \_\_\_\_\_  
CHECK WRITERS NAME/ORGANIZATION \_\_\_\_\_

### RULE MISINTERPRETATIONS:

NOT PROTESTABLE! EVEN THOUGH MISINTERPRETATIONS ARE NOT PROTESTABLE IT IS IMPORTANT THAT THEY BE SHARED WITH OFFICE STAFF SO THAT THE MISINTERPRETATION MAY BE CORRECTED IN THE FUTURE. PLEASE USE THE REVERSE SIDE OF THIS SHEET FOR SUBMITTING THE FORMATION AND RETURN TO MUNICIPAL ATHLETICS.

ATHPOLprotestform 04/18/02



## PLAYING UP OR MORE THAN ONE TEAM

### YOUTH ATHLETIC POLICY: PLAYERS PLAYING ON MORE THAN ONE TEAM OR ON A HIGHER DIVISION.

Players participating in the Department of Saint Paul Parks and Recreation's youth sports programs may be eligible to play on more than one team in a particular sport if the following guidelines are met:

1. Players may not play on more than one team within the same age group in SPPR leagues.
2. Players may play on more than one SPPR league team if they are in a different age group, and if the person is eligible by age in both. He or she must also meet the following criteria.
  - a. Players may play up one division if there are not enough players in the older division to field a team in that division and those players would not have the opportunity to play without the younger players moving up. Permission must be granted to a Saint Paul Parks and Recreation Staff and the Parent of the player/s.
  - b. A player/s in the opinion of the Saint Paul Parks and Recreation Staff, Coaches, and Parent/s has the skills and physical ability to compete in the older division and will not displace a player that is in the appropriate division.

**Note:** A player may play up only one age division. Example: A player eligible for the 10U basketball program may play on a 12U team, but not on a 13U or 14U team.

3. If a player plays on a team in a non-SPPR league, he/she may play on a SPPR league team provided all other SPPR policies are complied with.
4. A committee of Saint Paul Parks and Recreation Staff will handle all exceptions to these policies as needed when there are extenuating circumstances.
5. If a player plays in more than one age group. They can only play in one age group during the playoffs. The player must make the decision before the playoffs begin and the rec. center/organization staff must contact Municipal Athletics with their decision.

**Note:** Players participating on teams in both the Saint Paul Parks and Recreation league and a non-city league **must play in at least 75%** of SPPR's administered league games to be eligible for playoffs. Extenuating circumstance requests (broken leg, etc.) may be submitted by recreation center directors and will be evaluated by the athletic committee.



# PLAYING UP OR MORE THAN ONE TEAM WHAT'S POLICY/LLEGAL IN MUNI... MIGHT NOT BE WHEN PLAYING IN OTHER PROGRAMS

If a team or player competes in a State Tournament of invitational Tournament in a program outside of the jurisdiction of Municipal Athletics that team and players or an individual player must comply with that programs rule which many times are different than Municipal Athletics' policies and Procedures

## 2012 MYAS Baseball Levels of Play Definitions

*The following terms and definitions have been comprised through the experience and research of the MYAS Baseball Staff. All teams participating in MYAS programs must be formed through a recognized, bona fide baseball association or school program (15U-19U).*

**AAA** - The highest competitive level; the top team from a traveling baseball association.

**AA** - The intermediate level of play. The AA level is intended for teams from baseball associations that have already provided teams at the AAA level. AA may also (in some cases) be defined as a level for traveling teams that are not currently able to compete at the AAA level.

**A** - The developmental level of traveling baseball. The A level is often used to place teams trying to prepare for a higher level of play. See additional information for other examples of teams eligible for the A level of play.

**Recreational** - A community "In-House/Rec" level of baseball. Recreational teams consist of players that are placed on teams via a process of their home association (i.e. all players go through a draft process).

**Note:** All teams wishing to participate in MYAS baseball events must be derived from a recognized, bona fide baseball association or approved school program. Teams must also have the "blessing" of their home association to participate in all events they wish to enter.

The MYAS Board of Advisors reserves the right to review all team entries and place teams into appropriate divisions as necessary.



## Levels of Play Definitions Clarifications

**Examples of teams eligible to participate in MYAS administered "A" events:**

**Teams participating in A level traveling leagues:** All teams currently participating in a GSEL or MBL "A" traveling league.

**Recreational teams playing in A level tournaments:** If a recreational team's home association approves them to play in an A level tournament they may do so while maintaining their Recreational status. However, if that team earned a berth to an A post-season tournament such as the Gopher State Tournament of Champions, they would no longer be eligible for Recreational level tournaments such as the MYAS Rec State Championships.

**Recreational "Tournament Teams":** Some communities that do not currently offer A traveling teams hold an evaluation to form "tournament" teams from their in-house program. If approved, those teams are eligible to participate in A level events administered by the MYAS.

### Additional Eligibility Information

- Any team that accepts a berth to and participates in the 2012 Gopher State Tournament of Champions will forego their eligibility for the 2012 MYAS Rec State Championships.
- Any player or group of players (i.e. in-house tournament team) that accepts a berth to and/or participates in the 2012 Gopher State Tournament of Champions will forego their eligibility for the 2012 MYAS Rec State Championships.

**Note:** This document is not intended to cover all situations regarding the A level of traveling baseball. The examples covered here represent frequently asked questions or situations that have arisen over the past several years in youth baseball.



# THREATENING OR INCLEMENT WEATHER

## YOUTH ATHLETIC POLICY: THREATENING OR INCLEMENT WEATHER



Maintaining safe conditions for the participants and spectators at a youth athletic practice or game is of the utmost importance. Coaches and game officials must be aware of conditions that are unusually hot and humid, windy and cold or where rain and lightning may place players or spectators in peril.

### Heat and Humidity

The Department of Parks and Recreation *may* cancel activities when the heat and humidity are such that participation in a vigorous activity could be dangerous to participants. We will generally follow guidelines used by the Minnesota State High School League as outlined in the Coaches Manual.

### Wind and Cold

The Department of Parks and Recreation *may* cancel activities when the wind and cold temperatures present conditions that may be dangerous to those participating in an outside activity. *Generally* speaking, activities will be canceled when the wind chill exceeds 20 below.

### Rain and Lightning

Excessive rain can make a sports field unsafe and/or unplayable. The game official has the right to suspend play or call a game at any time he/she feels the conditions are unsafe.

While lightning on the horizon should warn of potential danger, lightning associated with thunder or thunder alone means that there is immediate danger to athletes, officials, and spectators. The adage "If you can hear it, clear it" should be used to make decisions to postpone or cancel the activity. Lightning can strike 10 miles ahead of or behind the storm front and thunderhead clouds.

If after a *reasonable* amount of time, the storm has not passed, or the field has become unplayable, the game should be called. Completing the game or making it up at a later date will depend on the sport and at what point the game was called.

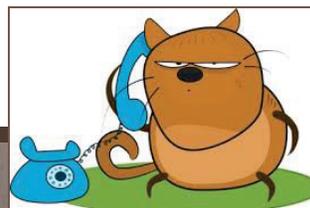
### Storm Sirens Sounding

If the weather conditions are such that storm sirens sound in St. Paul, this is an obvious signal to take cover. An outdoor sports contest is not to continue under these circumstances. Everyone should take cover immediately in the nearest building. Players should not be sent home until the "all-clear" siren has sounded. Completing the game, or making it up at a later date will depend on the sport and at what point the game was called.

### Make-up Games/Canceled Games

A decision to cancel outdoor athletic events will be made by Municipal Athletics staff if conditions are such that the decision to cancel can be made early enough in the day to notify teams and officials. These decisions are made as weather conditions require, or when fields become unplayable. If inclement weather develops too late in the day to notify all participants, or if weather conditions deteriorate during a game, the game official will call the game if weather becomes severe, or the field becomes unplayable.

Coaches are not to cancel their own games at any time during the season due to weather or any other circumstance without notifying the Municipal Athletics office. Make-up games will be scheduled by the league coordinator.



## YOUTH/ DISABILITIES

## VOLUNTEER LIABILITY

### SURVEY/EVALUATION

#### Youth with Disabilities



Youth with disabilities are welcome to participate in all City of Saint Paul, Department of Parks and Recreation activities/sports. Sometimes they can participate without any extra assistance, sometimes adaptations or accommodations need to be made. Sometimes the activity chosen is not appropriate for the child and a better fit can be found elsewhere.

If a child with special needs signs up for a sport at a recreation center, the Recreation Center Director will contact the Adaptive Recreation Office to request assistance with accommodations. After assessing the child's abilities and needs, an Adaptive Recreation Director will contact the director and the coach to explain any accommodations that may be needed. Coaches are also welcome to call the Adaptive Recreation staff to request further information or advice. The Adaptive Recreation Office phone number is 651-793-6635.

#### Volunteer Liability

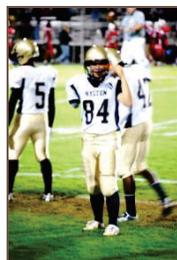
As a volunteer for the City of Saint Paul, a certified youth sports coach is protected under the City's self-insurance liability coverage. The liability covers damages, up to statutory limitations, resulting from his/her actions while serving the City as a volunteer providing the actions are not criminal in nature and are within the scope of a coach's duty.

Since a coach is not employed by the City, this self-insurance policy does not cover injuries a coach may sustain while volunteering.

#### Coaches' Surveys/Evaluations

#### Electronically

Towards the end of each season, printed surveys or evaluations are distributed to the coaches. It is hoped that each coach will take the opportunity to share with Municipal Athletics staff his/her opinions regarding the season. We are seeking feedback on officials, rule changes, schedules, game sites and the season, in general. The results are shared with recreation center directors, officials, and Parks and Recreation administration. The feedbacks are reviewed and discussed in order to evaluate our programs.



# SPORTSMANSHIP CODE



## Sportsmanship Code for Spectators

- Keep cheering positive
- Respect the opposing team and fans
- Learn and understand the rules of the game
- Respect the judgment of the officials
- Accept winning or losing with dignity

**RE  
SPECT  
SPORTS**

The Department of Parks and Recreation is taking a serious approach to ensuring that youth participating in our athletic programs have a safe, healthy and positive environment in which to play and develop their skills.

At each site where youth games are being played, it is our expectation that spectators will behave in an appropriate manner. If a spectator exhibits behavior that is inappropriate or unsportsmanlike, a staff person (if on-site and available) will remind the spectator about the sportsmanship policy and attempt to resolve the situation. If there is no staff person on-site, the game official may ask the coaches for assistance with the spectator, or may eject the spectator from the premises if the behavior is disruptive, disrespectful, or derogatory, as outlined below.

If the parent/guardian/spectator refuses to leave the premises, the staff person, or the game official(s) will declare the game to be over.

### Examples of Unacceptable Sportsmanship Behavior

- Disrespectful or derogatory yells or gestures (such as pointing and chanting "you, you, you")
- Loud negative reaction to officials' calls
- Distracting players by yelling or stomping your feet when players are attempting a free throw, a penalty kick, a serve, to bat (depends upon the sport)
- Swearing
- Chants or yells with inappropriate content (racial, sexual or gender connotations)
- Degrading yells about a player's body size or shape
- Degrading yells about a player's lack of skill or ability
- Encouraging players to inflict injury on other players
- Throwing objects onto the playing field or court
- Arguing with coaches, officials or other fan

#### YELLOW CARD

Given to an unruly spectator by either recreation staff on duty or a sports official during a contest

*Sports violence is one of the most accepted types of negative behavior and abuse in our society*

-Frank White



## SPORTSMANSHIP YELLOW CARD

### YELLOW CARD

**Given to an unruly spectator by either recreation staff on duty or a sports official during a contest**

#### Side 1

##### **Saint Paul Parks and Recreation**

We appreciate your attendance at this youth athletic event. Our participants need your positive support and encouragement. Abusive or unsportsmanlike behavior towards players, coaches, officials and fans will not be tolerated. If your behavior continues, we will stop the game until you leave the premises.

#### Side 2

Any spectator removed from a gym or athletic field during a youth sports contest for disruptive or unsportsmanlike behavior is requested to call the Municipal Athletics Office at 651-558-2255 to schedule a meeting with the Conduct and Eligibility Committee prior to attending any remaining regular season or play-off games. If the incident occurs at the end of a season, the meeting must be scheduled prior to attending any upcoming sporting events.



## SPORTSMANSHIP PLEDGE

# Sportsmanship Pledge

Welcome to \_\_\_\_\_. We appreciate your support and hope you enjoy today's youth baseball game.

We ask that you, the fans, help promote the ideals of fair play and good sportsmanship by cheering for all players, by respecting the calls made by the officials, and by following the spectators' code of conduct.



**The Sportsmanship Pledge is to be read by a coach out loud to all participants and fans prior to each youth game**