

2005 City of Lake Charles Recreation and Parks Department

ATHLETIC PROGRAMS OPERATING CODE

The following code was adopted by the Lake Charles Recreation and Parks Department as the foundation of its Athletic Department and will apply to all athletic leagues.

OBJECTIVE

To assist in the promotion of recreational sports solely for the pleasure, physical, mental and social benefits derived by participating.

GOVERNING BOARD

All leagues under the supervision of a LCRP appointed League Director or Site Coordinator must operate through that Director or Coordinator. Anyone wishing to file a complaint must go through these channels:

1. League Director or Site Coordinator
2. LCRP Sports Manager

The Athletic Department is the final step. Be prepared to live with their decision. Anyone not following the chain of command may cause his/her team to suffer disciplinary action at the discretion of the Athletic Department.

NATIONAL YOUTH SPORTS COACHES ASSOCIATION

Coaches are required by City of Lake Charles Ordinance (Article IV, Sec. 15-125) to be National Youth Sports Coaches Association (N.Y.S.C.A.) certified.

DISQUALIFICATIONS and FORFEITURES

(Youth Leagues): Any team forfeiting two games during the playing season will not be eligible for league awards. That team may choose to play out their schedule, but all games will count as wins for their opponents.

(Adult Leagues): Only the first forfeit is excused; With the second forfeit, the team must pay \$30.00 to re-enter the league; On the third forfeit, the team is expelled from the league.

In the event a team is expelled from the league for any reason, there will be **NO REFUNDS.**

Line ups must be submitted to the scorer ten (15) minutes prior to game time.

Penalty: - First offense- warning; second offense - forfeit.

There will be no extended forfeit times. **The scheduled starting times are forfeit time.**

EJECTIONS and SUSPENSIONS

Sportsmanship is an issue which has received national attention. Umpires, coaches/managers and sports administrators & staff are expected to set the tone and communicate the expectations for good sportsmanship. *Efforts to eliminate taunting have to be intensified!*

Taunting includes any actions or comments by coaches, players or spectators which are intended to bait, anger, embarrass, ridicule or demean others, whether or not the deeds or words are vulgar or racist. Included is conduct that berates, needles, intimidates or threatens based on race, gender, ethnic origin or background, and conduct that attacks religious beliefs, size, economic status, speech, family, special needs or personal matters.

The penalty for taunting includes a team warning on the first occurrence and an ejection of the subsequent offender(s). Clearly, immediate ejection & removal from the park may be the action if the umpire or staff deems the behavior severe.

Trash talking, physical intimidation outside the spirit of fair play, and in-the-face confrontation by one individual to another are examples of taunting which will lead to ejection.

Any coach, manager, or player who verbally abuses a game official, opposing player, player on the same team, or any other

individual, will be ejected from the game, and must leave the facility. In the case of extreme unsportsmanlike conduct, additional disciplinary action will be taken by the LCRP Athletic Department. Coaches will be held responsible for the action of their team members and fans.

Any coach, manager, or player who physically abuses* or attempts to physically abuses a game official, opposing player, player on the same team, or any other individual, will be ejected from the game and be automatically suspended from all LCRP athletic activities for a least one calendar.

Any physical abuse of a game official will be cause for a lifetime suspension from all LCRP athletic activities.

Any player, manager or coach ejected from a game for any reason will automatically be suspended for the following game or six days, whichever is greater. A second ejection in one season will result in indefinite suspension.

*** Abuse is defined as an attempt by a player or non-player to strike or engage in a combative manner related to the sport. Such acts include but are not limited to: attempts to strike an opponent with the arms, hands, legs or feet, whether or not there is contact.**

ELIGIBILITY

Only eligible players and eligible coaches will be allowed in the bench areas.

Team Formation: Teams may be formed at large from schools, neighborhoods, clubs, etc. Partial teams may be formed and then filled with players from individual registrations by the LCRP. The LCRP can form whole teams from individual registrations depending upon the availability of coaches. No additions will be taken over the phone. Any new additions must be approved by the LCRP before the addition is valid. The LCRP may place players on any team that has less than the maximum number of players.

Youth Only: No child may play for more than one LCRP team of the same sport concurrently. No child may play with another LCRP team until he or she is released from their first affiliation and this release is received in writing by the LCRP from that team's coach. If the player still wishes to play, he or she must play on a team that is lower in the standing than the original team.

No player will be allowed to play elementary school, middle school, high school, or college sports while playing the same sport with the Lake Charles Recreation and Parks.

Youth rosters must be submitted with a signed waiver, recent picture, copy of birth certificate, and a \$10.00 registration fee for each child.

For a player to be considered eligible, his/her information must be completed and turned in to the LCRP office.

For a team to be placed on the schedule, all information and fees must be complete and turned in by the deadline date.

Anyone submitting an item not with the completed packet, either before or after the deadline, will be charged a \$5.00 per item fee.

Adult Leagues Only: All persons 16 and older are eligible to play. Players who are 16 and 17 must have a completed waiver form on file with the Lake Charles Recreation and Parks Office before playing.

Players can only play on one team in one league.

If a team drops out of the league, players that form that team will not be eligible to play with any other team after the final roster deadline.

If a player plays with more than one team after final roster are submitted, he/she will be suspended from the league and the team he/she played with will forfeit the games in which they participated.

Industrial Teams: Players who play for Industrial teams must be a full-time employee of the company.

In addition to their roster, Industrial League teams must provide a letter from their company's personnel department that attest the employment of each player.

Church Teams: Players who play for Church teams must be a member of the church in which they play.

In addition to their roster, Church League teams must provide a letter on church letterhead from their pastor that establishes the membership of each player.

Men's 35 and Over League: Players must be 35 years old by December 31, of that playing year.
Players must have a valid picture ID with birth date listed at each game

All Leagues: Any player found to be ineligible will be suspended for the remainder of the season. Any team found to be playing an ineligible player will have to forfeit all games in which the ineligible player participated.

Any coach knowingly playing an ineligible player will be placed on suspension for one year and his/her team will be ineligible for the league championship and post season play.

All players must be registered on a team roster provided by the LCRP and a final roster must be submitted on the deadline date set by the LCRP. The coach and his/her assistants must be listed on this roster.

Players can not play on a varsity or junior varsity team in either college or high school in the recreation sport in which they are participating in.

If a team drops out of the league, players from that team will not be eligible to play with any other team after the final roster deadline.

EQUIPMENT

Game balls will be provided by the City of Lake Charles in **youth athletics only**.

RAINOOTS / SCHEDULE CHANGES HOTLINE

The HOTLINE number is (337) 491-8777. Any information concerning schedule changes or game cancellations will be put on the information hotline. However, if you are scheduled to play and there is any doubt, you are advised to check at the playing site.

STARTING GAMES

Game time is forfeit time

LEAGUE REQUIREMENTS

A league must consist of at least 4 (four) teams.

SCHEDULING

Every effort will be made to schedule game times around work and other schedules as long as the schedule is reported to the Lake Charles Parks and Recreation Office, in writing, before the final schedule is completed.

LEAGUE FEES

Registration fees are due on the date set by the LCRP. A late fee of \$25.00 will be charged if the registration is accepted one day after the due date. An additional charge of \$5.00 a day will be added if a registration is accepted two or more days after the original due date.

YOUTH ATHLETICS ONLY

Coaches must play all players in every sanctioned game unless he or she is being held out for injury or disciplinary reasons. Failure to do so will result in automatic forfeiture of that game, and possible action toward the coach.

Tied Games and Tied Leagues- Any game that is tied at the end of regulation time, innings or quarters, will remain tied. All leagues ending in ties will remain tied.

ADULT LEAGUES ONLY

Games that end in a tie will be played out to a winner.

CONSUMPTION OF ALCOHOLIC BEVERAGES AND SMOKING

The consumption of any alcoholic beverage on city property, or school board property, is expressly prohibited by the LCRP, with the exception of the O.D. Johnson Softball Complex and Purple Heart Fields 5 & 6.

Any violator of this policy can and may be arrested by local police authorities.

Absolutely no glass containers will be allowed in the ball parks.

NO SMOKING IS ALLOWED BY TEAM MEMBERS OR COACHES IN PLAYING AREA OR BENCH AREAS.

PROTESTS

All protest must be made at the site prior to play resuming. (EXCEPTION: ELIGIBILITY)

Protests can only be lodged for misinterpretation of the rules, not on the judgement of an official. (Example: in/out, fair/foul, ball/strike, safe/out or catch/no catch)

Protests must be lodged properly in writing and must be submitted to the LCRP office within one working day after the protested incident. A \$25.00 protest fee (check only) must accompany the written protest.

If the protest is upheld, the \$25.00 fee will be returned. The protest fee will be forfeited if the protest is not upheld.

CONTINUED PARTICIPATION DUE TO INJURY, BLEEDING OR OPEN WOUND

A. A player/substitute, manager, coach, trainer, or other team member or umpire who is bleeding or who has an open wound shall be prohibited from participating further in the game until the bleeding is stopped and the wound covered.

1. If treatment can be administered in a reasonable amount of time the individual would not have to leave the game. The length of time that is considered reasonable is umpire judgement.
2. If excessive time is involved, the re-entry rule would apply to players.
3. If there is an excessive amount of blood on the uniform/bandage must be changed before the individual may participate.

COMMUNICABLE DISEASE PROCEDURES

While risk of one athlete infecting another with HIV/AIDS during competition is close to nonexistent, there is a remote risk that other blood borne infectious diseases can be transmitted. For example, Hepatitis B can be present in blood as well as in other body fluids. Procedures for reducing potential or transmission of these infectious agents should include, but not be limited to, the following:

1. The bleeding must be stopped, the open wound covered and if there is an excessive amount of blood on the uniform it must be changed before the athlete may participate.
2. Routine use of gloves or other precautions to prevent skin and mucous-membrane exposure when in contact with blood or other body fluids is anticipated.
3. Immediately wash hands and other skin surfaces if contaminated (in contact) with blood or other body fluids. Wash hands immediately after removing gloves.
4. Clean all blood contaminated surfaces and equipment with a solution made from proper dilution of household bleach (CDC recommends 1-100) or other disinfectants before competition resumes.
5. Practice proper disposal procedures to prevent injuries caused by needles, scalpels and other sharp instruments or devices.
6. Although saliva has not been implicated in HIV transmission, to minimize the need for emergency mouth-to-mouth resuscitation, mouthpieces, resuscitation bags, or their ventilation devices should be available for use.
7. Athletic trainers/coaches with bleeding or oozing skin conditions should refrain from all direct athletic care until the condition resolves.
8. Contaminated towels should be properly disposed of/ disinfected.
9. Follow acceptable guidelines in the immediate control of bleeding and when handling bloody dressings, mouth guards and other articles containing body fluids.