



Commissioner Handbook

For New Soccer Commissioners



Sports Supervisor: Joseph Hayden

19

The Department of Recreation and Parks would like to welcome you as a new commissioner for your organization! We sincerely hope that this season is an enjoyable and a worthwhile athletic experience for you and your organization's athletes.

This handbook was designed to help you know and understand the basic rules, policies, and expectations set forth by the County. We ask all commissioners to review the contents of this handbook and to use it as a resource to answer your questions as the season progresses. It is important to note that all items contained within this handbook were reviewed by the Department, and are general guidelines to be reviewed periodically and subject to change.

We wish you the best, and we challenge you to accept the numerous opportunities offered to you with an open mind, a clear purpose, and a determination to succeed. We appreciate you and all the volunteers that make our programs run smoothly, and welcome your participation.

Have a great season, and remember that what you contribute to your own activities will determine a large part of what you derive from it.

Sincerely,

Joe Hayden
Sport Supervisor
Anne Arundel County Department of Recreation and Parks



As an Organization Sports Commissioner, you will:

Provide leadership and supervision to coaches for each of Organizational team placed in Anne Arundel County sports leagues, including: soccer, football, field hockey, lacrosse, volleyball, basketball, and cheerleading.

Your responsibility to your chosen sport includes:

- Ensure that all coaches abide by County, departmental and sport rules and regulations
- Recruit coaches
- Plan, organize and supervise the placement of athletes onto teams
- Plan, organize and distribute practice times to each of the club's teams
- Plan, organize, distribute and collect uniforms and equipment
- Attend various organizational meetings with Recreation and Parks
- Work with Recreation and Parks to ensure that each coach and assistant coach has been subject to and passed a background check
- Field questions, concerns, praise and complaints from Organization parents and citizens
- Work with coaches to organize end-of-season banquets (if applicable)
- Work with coaches to schedule team pictures for each team (if applicable)
- Performs related tasks as designated by your Organization

Remember that Organizations/Individual administrators and coaches are responsible for paying for their own criminal history record checks. A list of approved administrators and coaches is available on the Recreation and Parks website. If a name is not listed, the coach may not be allowed onto the field with players. It is recommended that the background check procedure be initiated at least three (3) weeks prior to the commencement of their participation in practice and games.

We thank you for assuming this role, and your ability to work well with other adults and children of various ages is paramount. You will need to have some knowledge of computer software (i.e. Microsoft Excel and Word), an active email address, and advanced knowledge of department and sport specific rules and regulations.

Your time commitment varies depending on the number of teams your organization places in the leagues, and how many various sport, organizational, and Recreation and Parks meetings there may be during the year.

AAYSA Affiliation

The Anne Arundel Youth Soccer Association (AAYSA) is the governing body for the Department of Recreation and Parks sponsored soccer leagues. The Association works as an extension of the Department of Recreation and Parks to improve the quality of youth soccer for the County.

The Association functions as an advisory board, and works with departmental staff in overseeing County Soccer. This oversight may include, but is not limited to:

- Recommending League Rules
- Setting Up Age Divisions and Levels of Play
- Monitoring Games
- Coordinating Events

When requested by the departmental staff, AAYSA may assist with fact-finding regarding an unsportsmanlike incident or other disciplinary matters, while still adhering to the set of bylaws and guidelines prepared by the Department. Any organized event conducted by AAYSA is subject to the approval of the Department. These events include tournaments, clinics, out-of-season leagues, all-star games, competitions, etc.

While all commissioners of County soccer organizations in good standing are required to participate in County meetings, votes, etc., joining and participating in AAYSA specific activities is not mandatory. Please refer to the AAYSA website for further information, rules, and procedural questions.

RECREATION AND PARKS
ENJOY ● EXPLORE ● RESTORE

Soccer Commissioner Registration Checklist

- Background checks for all Coaches
 - Recreation and Parks Department provides Background Screening Policy via the Recreation and Parks website.
 - Coach retains policy for his or her records, completes screening online via Recreation and Parks website.
- Concussion Forms (Kept by Organization)
- Player Contracts (Both athlete and parent must initial, sign & date their portion)
- Coaches Pledges for all coaches
- Field Availability and approved permit for Recreation & Parks Facilities
- Check for AA County registration fees
- Check for CASRA officials' fees
- Roster for each team in Organization (each player listed must have Player Contract on file)
- Roster card to be presented to opponent prior to each game



Parents Meeting

Per the County Guidelines and Reference Manual, All head coaches must hold a Coach, Athlete and Parent (CAP) meeting prior to the beginning of the season, at which time the Parent's Pledge must be fully discussed.

Why?

1. Affirms the goals and objectives of the coach and league.
2. Allows the coach the opportunity to find those parents interested in helping out with the team (i.e. beverages, assistant coaches, phone chain, end of season party planners, etc.)
3. Creates opportunity for coach to share his/her ideas on coaching, and participating from the beginning (i.e. responsibilities of the players, sportsmanship, practices, etc.)
4. Chance for the coach to review the rules for the game with parents.
5. Creates an open line of communication for parents.

When?

It is recommended to have your parent meeting 15 – 20 minutes prior to your first practice.

What?

Distribute or review the following:

1. Coach's phone number and email address.
2. League playing rules.
3. Any possible Sign-up sheets for such duties as: beverages, party planners, team moms, phone chain start, etc.
5. Players health issues that might affect his/her participation.
6. Game cancellation number and procedure

Recreation and Parks Soccer Commissioner Team Rules and Regulations

- 1.0 No player shall be allowed to participate in any field activities without a Player Contract.
 - 1.1 Every player in the league must have a completed player contract form (Appendix A), signed by a parent or legal guardian.
 - 1.2 Players wishing to enter into a contract with an organization must be in good standing with all organizations with which they had a previous contract.
- 2.0 Each organization must present to Recreation and Parks a player roster (Appendix B) of all eligible players, with copies of their Contracts, no later than the end of the business day on the Friday prior to the first game of the season.
 - 2.1 Team Roster Limit: Please refer to specific AAYSA league rules for roster limit criteria.
- 3.0 All teams and players must have current player contract on file with Recreation and Parks in order to participate in any Recreation and Parks sanctioned event.
- 4.0 Team Attachment: A Recreation and Parks rostered player who meets all eligibility guidelines becomes officially attached to a team when he/she competes with that team for the first time in any Recreation and Parks sanctioned event held during the current annual season.
- 5.0 All players should have a Concussion Awareness (Appendix C) form on file with the Organization. The County does not require a copy of that form to be sent in with player contracts.
- 6.0 Roster Change Restriction: No changes are allowed to a roster during the season after week four of that season.
- 7.0 Roster Change Procedures: Rosters can be managed by notification of Recreation and Parks Supervisor. Players may be deleted and/or deactivated from a roster. However, there is a deadline for adding or editing rosters. Please refer to AAYSA rules for specific dates.
- 8.0 Players added to a roster via a transfer (Appendix D) must meet all eligibility standards of that division as well as the transfer requirements listed in the Recreation and Parks Guidelines and Reference Manual. Transferred players still count against a team's original roster total.
- 9.0 Multiple Team Participation: A player is not allowed to participate on two different same sport teams within the same sport season.
- 10.0 Credentials and Eligibility Review: Commissioners of the Organization are responsible for reviewing the credentials of players and teams to verify membership and eligibility qualifications.

- 10.1 Eligibility Disqualification: All coaches and team administrators are responsible for ensuring their team meets eligibility requirements for participation in Recreation and Parks-sanctioned events. Eligibility disqualifications will be governed as follows:
- 10.1.1 If a player is found to be ineligible, the player will be barred from competition until eligibility can be reached (if possible).
 - 10.1.2 If a player is found to be ineligible after he or she has already played in games, the player will be barred from competition and the team will forfeit all games in which the ineligible player entered a game. The team may continue to participate, if applicable, without the barred player.
- 10.2 If a coach is found to have used ineligible player(s), the team will forfeit all games in which the ineligible player(s) entered a game. The coach will be immediately suspended and is subject to additional sanctions and/or disciplinary action.
- 10.3 Player Transfer: A Recreation and Parks registered and attached player may transfer to another team under the guidelines listed in the County Guidelines and Reference Manual.
- 10.4 Unanswered Eligibility Questions: Any unanswered questions pertaining to the eligibility of a player or team shall be directed to the Recreation and Parks Supervisor for review.
- 11.0 Protests shall be governed by the Protest Policy outlined in Appendix E.
- 12.0 Recreation and Parks strives to respond to serious claims of inappropriate sportsmanship in a timely manner and in some cases may take action against individual(s) including penalties ranging from verification of signed forms, to suspension from games, to expulsion from the league (Appendix F).
- 12.1 Claims of inappropriate sportsmanship are independent of an ejection of a player, coach, or fan by an official during a soccer game. The consequences for an ejection by an official are covered in in the Guidelines and Reference Manual.
 - 12.2 Organizations and Commissioners shall cooperate fully with any investigation conducted by or on behalf of Recreation and Parks. Failure to fully cooperate with any such investigation shall constitute a breach of the Accreditation Agreement and in the sole discretion of Recreation and Parks, may result in revocation or suspension of any Organization privileges, including (but not limited to) loss of facility usage, forfeiture of games, suspension of coaches/administrators, or revocation of accreditation.

APPENDIX A



Revised JUNE 2019

YOUTH PLAYER CONTRACT

SPORT	ORGANIZATION	AGE GROUP	COACH'S NAME
PLAYER'S LAST NAME	PLAYER'S FIRST NAME	DATE OF BIRTH	PHONE NUMBER
PLAYER'S STREET ADDRESS / CITY / STATE / ZIP			NAME OF SCHOOL

- 1 Did you play **this sport** last year in an Anne Arundel County Recreation & Parks league? YES NO
- 2 Are you playing this sport for the same organization? YES NO

If you play in an Anne Arundel County Recreation & Parks sponsored league last year for a different organization (answered Yes to Question 1 and No to Question 2), you must attach a player release form for this contract to be valid.

PLAYER	<ol style="list-style-type: none"> Respect the game, play fairly and follow it's rules and regulations. Show respect for authority to the officials of the game and of the league. Demonstrate good sportsmanship before, during and after games. Help parents and fans understand the league philosophy so they can watch and enjoy the game. Be courteous to opposing teams and treat all players and coaches with respect. Be modest when successful and be gracious in defeat. Respect the privilege of the use of public facilities. Refrain from the use of drugs, tobacco, alcohol and abusive language. I acknowledge that I have read the A.A. County Department of Recreation & Parks Concussion Awareness Form found on-line at www.aacounty.org/departments/recreation-parks/sports.
	<p>_____ PLAYER'S SIGNATURE</p> <p>_____ DATE SIGNED</p>

PARENT/GUARDIAN	<p>PARENTS PLEDGE: <i>I recognize that parents are the most important role models for their children and that amateur athletics help to develop a sense of teamwork, self worth and sportsmanship. I encourage my child to play by the rules and respect the rights of other. I understand it is important to enforce rules of play and set conduct standards as necessary components in athletics and life. I will at all times encourage my child to play by the rules, respect the game officials' decisions and not criticize a game official's ruling during or after an athletic contest.</i></p>
	<p>CODE OF CONDUCT: <i>As a Parent, I agree to abide by the following.</i></p> <ol style="list-style-type: none"> Encourage good sportsmanship by demonstrating positive support for all players, coaches, fans and officials at games, practices and other sporting events. Place the well being of my child before a personal desire to win. Advocate a sports environment for my child that is free of drugs, tobacco, alcohol and abusive language, and refrain from their use during youth sporting events. Encourage my child to play by the rules and respect the rights of other players, coaches, fans and officials. I acknowledge that I have read the A.A. County Department of Recreation & Parks Concussion Awareness Form found on-line at www.aacounty.org/departments/recreation-parks/sports.
	<p>PARENTS PERMISSION: <i>I give my permission for my child to play with the above team and hereby agree to release & discharge Anne Arundel County, its employees, and agents from any injuries sustained by my child/myself as a result of participation or while traveling to/from games. I agree to indemnify and hold harmless Anne Arundel County, its employees and agents against any liability incurred as a result of such injury or loss. I acknowledge that from time to time myself or my child may be photographed.</i></p>
	<p>_____ PARENTS SIGNATURE</p> <p>_____ DATE SIGNED</p> <p>_____ PHONE NUMBER</p>

Mid-Atlantic Recreation & Parks Sports Alliance: Failure to comply with the above standards may result in disciplinary actions by the following member organizations - City of Alexandria, Carroll County, Frederick County, City of Gaithersburg, Howard County, Kent County, Montgomery County, Town of Ocean City, Prince Georges County, Queen Anne's County, City of Rockville, Softball Umpires of MD, USSSA (United States Specialty Sports Association), Wicomico County

APPENDIX B



YOUTH TEAM ROSTER

PRINT CLEARLY
COMPLETE ALL INFORMATION
RETAIN COPY FOR YOUR RECORDS

TEAM INFORMATION

SPONSORING ORGANIZATION _____ TEAM NAME _____ SEASON / YEAR _____
AGE GROUP _____

HEAD COACH INFORMATION

This information is on Department's website.

COACHES CERTIFICATION # _____ BACKGROUND DATE _____
FULL LAST NAME _____ FULL FIRST NAME _____ FULL MIDDLE NAME _____ NICK NAME _____
FULL STREET ADDRESS _____ CITY _____ STATE / ZIP CODE _____
PRIMARY PHONE NUMBER _____ OTHER PHONE NUMBER _____ EMAIL ADDRESS _____

As Head Coach: I accept responsibility for the eligibility of each player listed on this roster.
I have obtained a signed Player Contract for each player listed on this roster.
I have signed and submitted a Coaches Pledge.

HEAD COACH'S SIGNATURE DATE

OFFICIAL USE	
DATE	_____
STAFF	_____

TEAM ROSTER *(Team Rosters, Player Contracts and/or Player Add/Drop Slips will not be accepted after filing deadline.)*

	PLAYERS LAST NAME	PLAYERS FIRST NAME	DATE OF BIRTH	SCHOOL	GRADE
1					
2					
3					
4					
5					
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7					
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10					
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12					
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20					

APPENDIX C



Anne Arundel County Department of Recreation and Parks
 1 Harry S Truman Parkway, Annapolis, MD 21401
 410-222-7865 www.aacounty.org/recparks

CONCUSSION / SUDDEN CARDIAC AWARENESS

CONCUSSION	SUDDEN CARDIAC ARREST
<p>What is a concussion? A concussion is a type of traumatic brain injury causing an immediate and, usually, short-lived change in mental status or an alteration of normal consciousness resulting from a bump, blow, jolt, shaking or spinning of the head and body.</p> <p>Warning signs of a concussion—For immediate Attention Call 911 Signs observed by a parent/guardian:</p> <ul style="list-style-type: none"> • Appears dazed or stunned • Is confused about assignment or position • Forget sports plays • Is unsure of game, score or opponent • Moves clumsily • Answers questions slowly • Loses consciousness (even briefly) • Shows behavior or personality changes • Can't recall events prior to hit or fall • Can't recall events after hit or fall <p>Signs reported by the athlete</p> <ul style="list-style-type: none"> • Headache or "pressure" in the head • Nausea or vomiting • Balance problems or dizziness • Double or blurry vision • Sensitivity to light • Sensitivity to noise • Feeling sluggish, hazy, foggy, or groggy • Concentration or memory problems • Confusion • Does not "feel right" <p>What Should You Do If You Think a Concussion Has Occurred? 1. Seek medical attention right away. A health care professional will be able to decide the severity of the concussion, and when it is safe to return to play. 2. Keep your child out of the game until medically cleared. Concussions take time to heal. Do not let your child to return to play until a health care professional says it's OK. Children who return to play too soon, while the brain is still healing, risk a greater chance of having a second concussion. Second or later concussions can be very serious. They can cause permanent brain damage, affecting your child for a lifetime.. 3. Inform all coaches about any recent concussions. Coaches should know if your child has a recent concussion. You child's coach may not know about a concussion your child received in another sport or activity unless you tell them. 4. Help your child son return to the school safely after a concussion. As your child's symptoms decrease, the extra help or support can be removed gradually. Children and youth returning to school after a concussion may need to:</p> <ul style="list-style-type: none"> • Take rest breaks as needed • Spend fewer hours at activities • If in doubt.... SIT IT OUT!. 	<p>What is Sudden Cardiac Arrest? Sudden Cardiac Arrest (SCA) is a condition in which the heart suddenly and unexpectedly stops beating.</p> <p>Sudden Cardiac Arrest:</p> <ul style="list-style-type: none"> • Occurs suddenly and often without warning • Is a malfunction in the heart's electrical system • Causes the person to lose consciousness (passes out) and have no pulse • May cause death within minutes if not treated immediately <p>Warning Signs of Sudden Cardiac Arrest – For Immediate Attention Call 911 Although SCA happens unexpectedly, some people may have signs and symptoms, such as:</p> <ul style="list-style-type: none"> • Fainting or seizures during exercise • Unexplained shortness of breath • Dizziness • Extreme fatigue • Chest pains • Racing heart <p>Any of these symptoms/warning signs that occur while exercising may necessitate further evaluations from your physician before returning to practice or games.</p> <p>Treatment for Sudden Cardiac Arrest</p> <ol style="list-style-type: none"> 1. Call 911 2. Begin C.P.R. 3. Use an Automated External Defibrillator (A.E.D) <p>Removal from play/Return to play Any athlete who shows signs and symptoms of SCA should be removed from play. The symptoms can happen before, during or after activity. Play includes all athletic activity.</p> <p>Before returning to play, the athlete should be evaluated. Clearance to return to play should be submitted in writing. The evaluation must be performed by a licensed physician, certified registered nurse practitioner or cardiologist (heart doctor). The licensed physician or certified registered nurse practitioner may consult any other licensed or certified medical professional.</p> <p>What are the risks of practicing or playing after experiencing these symptoms?</p> <ul style="list-style-type: none"> • There are risks associated with continuing to practice or play after experiencing these symptoms. • When the heart stops, oxygenated blood stops flowing to the brain and other vital organs. • Death or permanent brain damage can occur in just a few minutes • Most people who experience SCA die from it.
<p>I have read and understand the Concussion / Sudden Cardiac Arrest Information Sheet:</p> <hr/> <p><i>Signed Parent / Legal Guardian</i></p>	

P R E

APPENDIX D



REVISED JAN. 2017

YOUTH PLAYER RELEASE

This form must be completed and submitted to the Recreation & Parks Department for approval in order for the contract to be valid.

PLAYER INFORMATION

PLAYER'S LAST NAME	PLAYER'S FIRST NAME	AGE GROUP	HOME TELEPHONE
PLAYER'S STREET ADDRESS / CITY / STATE / ZIP			NAME OF SCHOOL

I request release from the following organization for which I played the following sport.

ORGANIZATION	SPORT
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REASON(S) FOR REQUESTED RELEASE (To be Completed by Parent or Guardian)

NEW ORGANIZATION INFORMATION

ORGANIZATION	SPORT	COACH IF KNOWN	TEAM
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SUBMITTED BY:

PARENT'S / GUARDIAN'S SIGNATURE	DATE
PARENT/GUARDIAN PRINTED NAME	CONTACT PHONE NUMBER
E-MAIL ADDRESS	

If a participant in a County-sponsored youth league wants to change organizations by sport from the previous season, a Youth Player Release Form must be completed and submitted to Department of Recreation and Parks' Youth Sports Office prior to registering/practicing or playing. The Youth Player Release Form must be submitted to the sports supervisor. The form can be downloaded from the Department of Recreation and Parks' website.

o Each team is allowed two (2) approved releases for rosters of 10 or less players and three (3) releases for rosters of 11 or more players; A copy of the release should be attached to the youth players contract when rosters are submitted to the Recreation and Parks Youth Sports Office. The release may completed by fax (410) 222-4120, e-mail (recadmin@aaacounty.org), or mail (Recreation & Parks, 1 Harry S Truman Parkway, Annapolis, MD 21401 ATTN: Sports Office).

RECREATION & PARKS APPROVAL

DATE RECEIVED

APPENDIX E

1. Player Eligibility Protest Procedure:

1.1. **Scope.** The following Player Eligibility Protest procedure applies to all Anne Arundel Recreation and Parks Leagues.

1.2. **Who Can Protest:** Questions of eligibility may be protested throughout the season or playoffs. Player Eligibility Protests can be submitted only by a Commissioner of a team participating in the same division as the team with the player(s) whose eligibility is being challenged. Those protesting ineligibility must notify their commissioner that the contest will continue under protest. For a team to submit a Protest, the team must demonstrate to the Sports Supervisor that the protesting team has eligibility documentation for its players available for review by the Sports Supervisor. A team is NOT allowed to protest the eligibility of a player from another team without having the eligibility documentation for its own players. In any event, both team rosters will be checked for eligibility.

1.3. What Can Be Protested:

1.3.1. Player is not grade eligible or within the Age Exception

1.3.2. Player is beyond age maximum

1.3.3. Player is on multiple teams

1.3.4. Player is not listed on any roster

1.4. When Can Protest Be Made:

1.4.1. **Pre-Game Protest:** A protest of player eligibility may be made at any time prior to a game. Any Pre-Game Protest should be submitted as soon as possible so that it may be considered in a timely manner.

1.4.2. **Post-Game Protest:** Any post-game protest of player eligibility must be made within 48 hours of the conclusion of a game between the protesting team and the team with the player(s) whose eligibility is being challenged.

1.4.3. **Protest Limited.** No other player eligibility protests will be considered. A team is deemed to waive any opportunity to protest any player's eligibility not within these protest periods.

1.4.4. **How to File Protest:** All protests must be in writing on an official Protest Form for **each player** challenged.

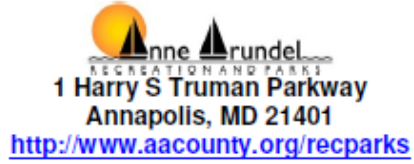
1.5. **Protest Upheld:** If a player is ruled ineligible, the player and coach may be prohibited from participating in remaining games of the season. If a Post-Game Protest is upheld, that game will be forfeited by the team with the ineligible player. No prior games will be forfeited as teams participating in prior games will have waived their protest opportunity by failing to timely submit an Eligibility Protest. The team will be allowed to continue to participate in the event without the ineligible player(s).

- 1.6. **Protest Denied:** If the Player Eligibility Protest is denied, no further action will take place.
- 1.7. **Player Reinstatement.** If a player is ruled ineligible for the sole reason that the team did not have any eligibility documentation for the player, the player can subsequently be ruled eligible if such documentation is later provided. The reinstatement is for competition subsequent to the documentation being provided and no prior action will be modified or set aside.
- 1.8. **Ruling Binding. Any Player Eligibility Protest ruling made by Anne Arundel Recreation and Parks is binding upon all coaches, players, and attendees of the event. There is NO appeal of any upholding or denial of a Player Eligibility Protest.**

Anne Arundel Recreation and Parks shall apply the Player Eligibility Rules in such manner as Anne Arundel Recreation and Parks and its Sports Supervisors deem appropriate to uphold not only the letter but the spirit of such rules. Anne Arundel Recreation and Parks will impose such additional sanctions, suspensions or other corrective action it deems appropriate under the facts and circumstances of noncompliance with the player eligibility rules. All coaches, players, and attendees shall be bound by any such application of the rules and corrective action imposed by Anne Arundel Recreation and Parks.



APPENDIX F



Protest Form

Name: _____

Team: _____

Offending Team: _____

Date of Game: _____

Field Game was played on: _____

Rule being protested: (1.3.1, 1.3.2, 1.3.3, 1.3.4)

Summary of Circumstances:

Included is the name of offending player, a copy of my roster, and the name of the offending coach/commissioner.

THIS FORM MUST BE RECEIVED WITHIN 48 HOURS OF CONCLUSION OF GAME.

OFFICE USE ONLY

Protest received by: _____

Date: _____ Game time: _____ Protest Received Time: _____

RE

SPORTSMANSHIP INCIDENT REPORT FORM

Recreation and Parks cannot respond until an official Sportsmanship Incident Report has been submitted. SIRs may be filed by anyone participating in or observing an AAYSA game, including players, parents, coaches, or club officers.

Once submitted, the SIR will be read and acknowledged by Recreation and Parks recipient within 48 hours.

Depending on the nature of the SIR, Recreation and Parks may ask for further clarification from the filer before bringing the SIR to the attention of the accused club. Recreation and Parks may require additional witness reports to confirm the nature and details of the incident.

If Recreation and Parks deems that action against the accused individual is warranted, the commissioner of the accused club will be informed of the incident report and pending decision. This communication will occur by email. The club commissioner, along with other witnesses with first-hand experience, will be given an opportunity to respond in writing to the filed SIR, within a specified amount of time.

After a response is received from the club commissioner, Recreation and Parks will evaluate all collected responses and may reconfirm with the original SIR filer that he or she still adheres to their original statement. Once Recreation and Parks is satisfied that it has gathered all of the facts and relevant information necessary to make a decision regarding the appropriate action(s) to be taken, Recreation and Parks will inform the club commissioner of any actions taken or further steps required before the player, coach, parent, or fan can return to participation in any County sanctioned game. The identity of those involved with the SIR may be disclosed or withheld at the discretion of Recreation and Parks.

The club commissioner may appeal the action to Recreation and Parks board, provided the suspension is longer than the minimums for ejection as stated in the Guidelines and Reference Manual. In these situations, a Recreation and Parks appellate board will be convened, and may vote to uphold, reject, or modify the appeal. Any such decision is final.

Examples

The following are types of Inappropriate Sportsmanship with typical penalties from Recreation and Parks (*irrespective of any actions by officials and clubs*):

- Player Sportsmanship (conduct, handshake issues, etc.) – produce signed and dated Player Contract form; coach/organization to address behavior with player
- Coach Sportsmanship (conduct towards players, opponents, officials; coaching or rewarding dangerous play, etc.) – present signed and dated Coach Pledge form; club commissioner to address behavior with coach or possible suspension from the next game(s).
- Parent/Fan Sportsmanship (conduct toward players, opponents, or officials) – A variety of consequences (including those listed above), up to and including requiring the offending club to require for additional officials, or barring specific individuals from attending future games
- Offensive Language (confirmed ethnic, gender, hate speech, or other slurs; profanity; threats of violence) – minimum 1-game suspension
- Fighting – Outlined in Guidelines and Reference Manual
- Non-fighting ejections that violate the Player contract – 1 game suspension
- Non-fighting ejections that violate the Coach Pledge and Code of Ethics/Parent Pledge and Code of Conduct – 1 game suspension
- False Representation (lying, changing jerseys to avoid suspensions, impersonating another player, impersonating or claiming to be a Recreation and Parks Coach) – minimum 1-game suspension
- Intentional dangerous play on the field (multiple incidents regarding the same player or coach) – minimum 2-game suspension
- Repeated offenses (3 or more, do not have to be for the same infraction and can warrant more severe consequences) being suspended from participating in the league.
- Recreation and Parks reviews all reports on an individual basis and may rule differently based on the factors surrounding the report.

The Sportsmanship Incident Report will be available on the County Website.