

**VIRGINIA BEACH DEPARTMENT OF PARKS AND RECREATION**  
**SPORTS MANAGEMENT/ATHLETICS**  
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[www.VBgov.com/Sports](http://www.VBgov.com/Sports)

**GENERAL BYLAWS FOR ALL COMMUNITY LEAGUE SPORTS**  
**REVISED JANUARY 2020**

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**I. PHILOSOPHY OF YOUTH SPORTS**

Virginia Beach Parks and Recreation (VBPR), Sports Management/Athletics (SMA) has embraced the philosophies set forth in the National Standards for Youth Sports and Recommendations for Communities compiled by the National Alliance for Youth Sports (NAYS). These documents help communities establish a culture of providing safe, positive, and enjoyable recreational activities that develop character, skill, sportsmanship, leadership, and promote good will among the teams and individuals participating. Over 200 agencies and organizations have endorsed these standards. You can read more about the National Standards for Youth Sports and Recommendations for Communities at [www.nays.org](http://www.nays.org).

**II. PLAYER CONTRACTS AND ELIGIBILITY**

- A. All players **MUST** have a completed contract card on file with SMA prior to participating in any league game/match. These contract cards must be accurate and should be updated if any information changes. Contract cards are available online at [www.VBgov.com/Sports](http://www.VBgov.com/Sports).
- B. Contract cards will be accepted by SMA Monday – Friday, 8:00 a.m. - 5:00 p.m. (except for city holidays). No contract cards will be accepted via telephone or by SMA staff at game/match locations. The City Attorney’s Office requires original signatures on contract cards. Fax, scan or copy can precede the City receiving the originally signed form. However, the original must be submitted to SMA.
- C. Any player contract card found to be invalid for any reason not in standard with these bylaws will result in forfeiture of the most recent game/match in which the illegal player participated. Playing a player or players who are not under contract will result in an automatic forfeiture of all games/matches played by that team.  
**NOTE: Information found to be false on a player contract card may result in player ineligibility for up to one (1) year.**
- D. Official Residence: The address on the contract card must be the official address that the school has on file. If there is a reason that the address on the contract card is different from the address the school has on file, a valid explanation in writing approved by SMA must accompany the contract card at the time it is submitted.
- E. Non-residents must first register with a Recreation Association and are subject to all of the Recreation Association’s terms and conditions for participation. No Virginia Beach (VB) resident shall be excluded in order to accommodate a non-resident.
- F. At least 80% of the members of each team must be Virginia Beach residents.
- |                         |     |       |       |       |       |       |    |
|-------------------------|-----|-------|-------|-------|-------|-------|----|
| Team Members            | 5-9 | 10-14 | 15-19 | 20-24 | 25-29 | 30-34 | 35 |
| Non-residents permitted | 1   | 2     | 3     | 4     | 5     | 6     | 7  |
- G. Residents of Knotts Island, NC are eligible to participate in SMA leagues and are considered VB residents.
- H. A non-refundable charge of \$35 per non-resident player will be billed to the Recreation Association at the end of the season. Fees will be payable to Treasurer, City of Virginia Beach. No Cash.
- I. Moving out of area or city: If a player has registered with a team and is a member of that team, then moves out of the area or out of the city, he or she may play in the original area to finish out the season with the same team. A valid explanation in writing approved by SMA must either accompany the contract card at the time it is submitted, or must be submitted upon moving, if the contract card is already on file.

- J. A player must be attending school (K-12) or be in an approved home study program to participate. If requested, home study students must be able to produce a letter from the Office of School Leadership approving their home study program.
- K. **Age Cutoff:** The age cutoff is a date used to define the “league age” of participants. For all SMA league sports, a child’s “league age” is his/her age on **September 30<sup>th</sup> of the current school year**.
- L. **Age:** To participate in a SMA program, a player must have a minimum league age of ten (10) years. **The only exception to this rule will be players who turn ten (10) within the season they are participating (Fall: July – November), (Winter: December – March), (Spring: March - June).** A player must meet the age requirement or exception of the league in which he or she participates.
- M. Players are encouraged to participate in their own age group. Once a player is over the minimum age ten (10), exceptions to “play up” to the next age group must be requested and approved by the Recreation Association, who will make a final determination. Playing up is not monitored by SMA. If eligibility is questioned, proof of age must be verified through one (1) of the following (no copies): Original Birth Certificate, Military ID, or Passport.
- N. No players will be allowed to “play down” in any age division unless a Parks & Recreation Accommodation Plan has been approved which supersedes all player eligibility bylaws to support the inclusion of all individuals.
- O. **Ineligible Players:** Any boy or girl who participates in any high school (varsity or junior varsity) athletic program through (Public School) by being listed on the VHSL Master Eligibility List and/or (Private or Homeschool) by being listed on the roster generated by the school is ineligible to participate in the same athletic program sponsored by SMA if the school and recreation programs overlap (from the first official practice to the last official game). During the same sport in season, a boy or girl participating in organized high school sports cannot be added to a SMA community league team after the first school league game has been played. If a player becomes a member of the school team and then decides he/she does not want to play, he/she must be released from the VHSL Master Eligibility List (Public School) and/or school generated roster (Private or Homeschool) **before the first school league game is played** to be eligible for SMA community league. For out of school suspension (OSS) only, if a player has been suspended from school they may not participate in sanctioned league games/practices until he/she is officially (physically) back in school. No exceptions. Boys or girls participating in a Middle School athletic program are eligible to participate in the SMA community league.
- P. A player may only play on one (1) team sponsored by SMA if it is the same seasonal sport.
- Q. Players on each team’s rosters must meet the eligibility guidelines set forth above by SMA. Each Area Recreation Association is responsible for verifying the information on their team rosters are accurate and correct. If player(s) are found to be playing on an incorrect team based on these eligibility guidelines, the player(s) will be removed from their team for the remainder of the season and the team will forfeit the most recent game/match in which the ineligible player participated. Please note that Sports Management may suspend any coaches, additional players, or the entire team if it is determined that the Area Recreation Association intentionally attempted to deceive the program. The Area Recreation Association may also impose additional penalties.
- R. While SMA does not support players switching teams after the first league game/match, extenuating circumstances may exist that necessitate this action. After the first league game/match, if a player has a justifiable reason to change teams, SMA will be involved in assigning the player to a different team (when one can be identified).
- S. SMA will generate team rosters for game/match site staff. Rosters can also be viewed online ([VBgov.com/Sports](http://VBgov.com/Sports)). The deadline for adding new players to a team’s roster is Thursday at 5:00pm (for Saturday games/matches). The deadline for adding new players to a team’s roster for a weekday game/match is the previous business day by 5:00pm. For example, in order for a player to be eligible to participate in a Monday game/match, the player’s contract card must be received by 5:00pm on Friday.

- T. Only players who have completed all roster requirements will appear on the SMA roster and be permitted to occupy the bench area and participate in the game/match.
- U. The final cut-off date (when all rosters lock for the remainder of the season) will be determined and announced by SMA in each individual youth sports bylaw.
- V. Independent teams are not allowed to participate in SMA leagues. All teams **MUST** follow the guidelines of the Area Recreation Association in which they are participating.

### III. PLAYER RELEASE/PLAYING OUT OF AREA

- A. Players are encouraged to participate within their own community area. Area maps for all Recreation Associations can be found at [www.VBgov.com/Sports](http://www.VBgov.com/Sports). If a boy or girl plays out of his/her community boundaries for any reason, a release should be obtained.
- B. To obtain a release, the Area Chairs from both Area Recreation Associations (released from and participating in) should sign the back of the player's contract card (to indicate mutual knowledge of the release) and submit it to SMA. The release process is for informational purposes only, and as a common courtesy, the Area Chairs involved should communicate with one another about the player and the reason for the release. Releases are not monitored by SMA.
- C. **Communication regarding releases should be handled at the Area Chair level.** Coaches and parents should not be involved in the release process.
- D. If a player's area has no team or does not offer a specific seasonal sport, he/she may participate in another area with no release needed. **Area Chair should make a notation on the player contract card.**

### IV. PROTESTS

- A. All protests must be submitted in writing by the Area Chair to SMA. Only player eligibility and/or rule misinterpretations are protestable. Judgment calls by the officials are not protestable.
- B. All matters of an arbitrary nature in connection with a player's contract card or eligibility may be protested at any time during the season by the Area Chair.
- C. All matters of an arbitrary nature other than player eligibility must be protested in writing to SMA no later than two (2) business days of the incident by the Area Chair.
- D. All decisions rendered by SMA are final.

### V. COACHES' RESPONSIBILITIES

- A. In addition to any pre-qualification required by Area Recreation Associations, all coaches (18 & Older) will be required to obtain a Youth Sports League Volunteer Identification Card by submitting a background check, certification of completion of three (3) free online trainings (Bullying Prevention, Concussion Awareness, and Child Abuse and Neglect Mandated Reporters), and completion of the Youth Sports Coaches' Code of Conduct. Volunteer Coach Background Consent/Release Form and Youth Sports Coaches' Code of Conduct Form are provided by SMA. Based on standardized disqualifiers, individuals may be denied coaching privileges.
- B. Junior Assistants (17 & Under) will be required to obtain a Youth Sports League Volunteer Identification Card by submitting a letter of intent with signatures from the sport coordinator and/or Area Chair and completing two (2) free online trainings (Bullying Prevention and Concussion Awareness). An adult coach (18 & Older) must be in attendance at all practices and games/matches with the Junior Assistant.
- C. Only coaches with a valid Youth Sports League Volunteer Identification Card may occupy the player's bench in addition to the limited number of players under contract certified by SMA. Youth Sports League Volunteer Identification Cards **MUST** be worn on the outside of the shirt or jacket and be clearly visible. If at the start of the game/match, a team does not have an adult coach present with a valid Youth Sports League Volunteer Identification Card, the game/match will be declared a forfeit (Please see Youth Volleyball bylaw for

exception). The presence of a Junior Assistant (under age 18) at the start of the game/match is not an acceptable substitute if an adult coach is not present. Individuals found wearing a badge that in any way misrepresents their identity (i.e. another coach's badge, an expired badge, etc.) will be subject to suspension. The badge in question shall be confiscated, and the person to whom the badge belongs shall be suspended for two (2) games/matches.

- D. Effective July 1, 2012, per the Commonwealth of Virginia Child Abuse and Neglect Mandated Reporting Law § 63.2-1509, individuals 18 years and older who are associated with, employed or volunteer with a private sports organization or team is a Mandated Reporter. All coaches will complete the Virginia Department of Social Services Course on Recognizing and Reporting Child Abuse and Neglect as part of the Youth Sports Volunteer ID process (see Section V-A.).
- E. It is the coach's responsibility to maintain proper conduct among team members and spectators at all times (before, during, and after all practices and games/matches at all facilities). Players, coaches, and spectators may be suspended from future games/matches based on inappropriate behavior. **Unsportsmanlike conduct is not tolerated (See Section XI – Suspension Policy For All Youth Sports, page #6).**
- F. Coaches are responsible for seeing that their players meet the age and residency requirements, that their players are enrolled in school, are not high school varsity or junior varsity players in the same sport, and that the roster does not exceed the limit of players set by SMA.
- G. Coaches should verify all player contract card information before signing contract cards. Coaches should not allow a player to participate in a game/match unless a player contract card has been provided to SMA.
- H. **Any coach, manager or official of a team who plays an over age boy or girl shall be suspended indefinitely from coaching in the Virginia Beach Community Leagues or any other SMA sponsored activities.**
- I. All coaches in the Virginia Beach Community Leagues or any other SMA sponsored activities are encouraged to be certified by the National Youth Sports Coaches Association (NYSCA) or another accredited certification program and attend the Mandatory Coaches Clinic each league season.
- J. Coaches must know, understand and uphold the Virginia Beach Community League and Recreation Association rules, regulations, bylaws, code of conduct and be able to advise team players, parents and assistant coaches accordingly.
- K. Head Coaches are the **ONLY** coaches to address an official. Assistant Coaches **ARE NOT** permitted to address an official regarding a call. Coaches should remain within the coaching area and should not go onto the court, field, or in the stands (unless summoned by the game official/referee/umpire).
- L. Coaches must ensure that the bench area is left in a clean condition following the game/match. All trash must be disposed of properly.
- M. Coaches are responsible for providing each player with the opportunity to participate and become an integral part of the team while teaching each player the skills and fundamentals associated with the game/match and ensuring their safety and well-being at all times.
- N. Coaches are responsible for keeping spectators and non-rostered individuals off their benches and out of the team area.
- O. Coaches are responsible for communicating information regarding scheduled practices, games/matches, cancellations and/or make-ups to their parents, players, and spectators.
- P. Coaches shall notify SMA when players quit/sustain an injury resulting in termination of playing status.

## VI. **GENERAL RULES**

- A. Games/matches will be played in accordance with the schedule created by SMA with game/match sites/times distributed as equitably as possible.

- B. If a team forfeits two (2) games/matches in succession or three (3) games/matches in a season for not having the required number of players to start the game/match, the team will be subject to removal from the league.
- C. Any coach finding it impossible to play a scheduled game/match must notify SMA as soon as possible, so that necessary arrangements can be made. This constitutes a forfeit, and the opposing team will receive credit for a win.
- D. No alcoholic beverages or profanity will be permitted on or around any game/match site. Smoking, use of tobacco products, and use of all types of e-cigarettes (including nicotine vapor and non-nicotine vapor products) are prohibited by state law on school property (indoors and outdoors, including parking lots). Smoking is limited to designated areas at the Princess Anne Athletic Complex, City View Park, and prohibited within the confines of the playing area at any other city park. Violators will be subject to dismissal from leagues.
- E. Postponement or cancellation of games/matches will be determined by SMA. In case of inclement weather, coaches should call the Weather Cancellation Line (757) 385-0455 for cancellation information (**See Section XIII, INCLEMENT WEATHER/LIGHTING/THREATENING WEATHER PROCEDURE, page #8**).
- F. SMA reserves the right to arrange postponed games/matches at its convenience in order to catch up with the schedule, and also reserves the right to cancel games/matches, if necessary, due to excessive rain/snow or conditions beyond our control.
- G. **NO POSTPONEMENT OR RESCHEDULING OF LEAGUE GAMES/MATCHES** to permit teams to play in or to prepare for tournaments and/or middle school games.
- H. Per VBCPS Policy 7-57, pets other than service animals are prohibited on **ALL** school property. At Virginia Beach City Parks, pets are permitted but must be leashed and under control with leash in hand at all times. Please be sure to pick up after your pet to keep our public spaces clean. No pets are allowed on the athletic fields. Tethering is not permitted. (City Code 5-531)
- I. Per VBCPS Policy 7-57, the operation of licensed motor vehicles on school grounds are restricted to paved roads and the parking lots only.

## VII. **PLAYERS EQUIPMENT**

- A. Teams must provide their own practice balls, uniforms, and other equipment they deem necessary. SMA will provide the game/match ball. This ball is not to be used for practice or warmups.
- B. Uniforms are not required, but uniformity is requested. Teams must have like-colored shirts with numbers on the back. Numbers should still be visible when shirts are tucked in. **Basketball uniforms may not have pockets or zippers.**
- C. No jewelry or hard objects in the hair may be worn by players on the field/court. Necklaces, watches, bracelets, earrings, rings, or other jewelry are prohibited. No tape-ups or cover-ups – these items must be removed to play. Medical bracelets are approved but must be taped down/adhered to the skin. This is a safety issue and will be strictly enforced. Failure to comply will result in player ineligibility until jewelry is removed.
- D. Players wearing casts of any type (soft or hard) are not eligible to participate in the league.
- E. Additional equipment rules can be found in the respective sport specific bylaws.

## VIII. **STARTING TIME OF GAMES**

There will be **NO GRACE PERIOD**. Forfeit time is game time (see Youth Volleyball bylaws for exception). Teams should be at their game/match sites at least thirty (30) minutes prior to the scheduled game/match time. The first game/match may start early if both teams agree, but no later than scheduled start time. Subsequent games/matches may start earlier than scheduled game/match time only if both coaches agree.

**IX. STANDARD GAME/MATCH PROCEDURE**

- A. SMA assumes the following responsibilities:
  - 1. Game/match site facilities and equipment.
  - 2. Payment of Officials Association.
  - 3. Custody of contract cards and team rosters.
  - 4. Authority to rule on player eligibility, rules, and regulations.
  - 5. Awards to division and league champions.
  - 6. Provision of game/match ball(s). This ball is not to be used for practice or warmups.
- B. The officials will be paid by SMA. Officials will be assigned by the contracted Officials' Association and no team has the right to refuse any official assigned.
- C. Gym and Field Supervisors are hired and assigned by SMA. Coaches, players, and spectators are expected to cooperate with the Gym and/or Field Supervisor in every way possible.
- D. If a team does not have the required number of players at game/match time, the game/match will be declared a forfeit by the officials. If neither team has the required number of players at game/match time, the game/match will be declared a double forfeit by the official. Refer to youth sports-specific bylaws for additional details.
- E. If the official(s) have not arrived by game/match time, please see the on-site Gym/Field Supervisor. A game/match will not be delayed for more than thirty (30) minutes to wait for official(s), unless the teams are informed otherwise.
- F. Postponement or cancellation of games/matches will be determined by SMA staff.
- G. Players on teams scheduled for the next game/match shall keep off the field/court to warm up while the previous game/match is in progress and should not detract in any way from this game/match. For the pleasure and safety of spectators and fairness to the teams playing, coaches must enforce this rule.
- H. In an effort to decrease concussion related injuries during youth league participation; coaches, parents, and players are advised to adhere to the Protocol and Procedures for Management of Sports-Related Concussion ([www.vbschools.com/health/content/pdfs/ConcussionPlan.pdf](http://www.vbschools.com/health/content/pdfs/ConcussionPlan.pdf)).

**X. CHAMPIONSHIP PLAY**

- A. At the end of the regular season, if two (2) or more teams are tied, the standings tiebreaker will be head-to-head play amongst all tied teams. When head-to-head play is used, points scored/point differentials will not be considered; only win-loss.
- B. Any playoff game/match halted will be rescheduled and will resume from point of interruption. Be prepared to play on short notice if games/matches are cancelled.
- C. Higher seed shall be the home team. If teams have the same seeding, a coin flip shall be used to determine home team.

**XI. SUSPENSION POLICY FOR ALL YOUTH SPORTS**

- A. Any player or coach ejected before, during, or after the game/match (while at the game/match site) by an official for unsportsmanlike conduct shall automatically be suspended from the remainder of the current game/match and the next league game/match to be played by his/her team and shall not be permitted at the game/match facility during their suspension. No notice of this suspension shall be necessary. In the event a player or coach deviates from this ruling, it will constitute a forfeit and the opposing team will receive credit for a win. The player or coach will still be suspended from the next league game/match to be played by his/her team.

- B. Any player or coach ejected before, during, or after the game/match (while at the game/match site) by an official for fighting and/or guilty of striking (punching, kicking, pushing, shoving, spitting, etc.) an opposing player, official and/or SMA staff member in any manner on City or School property before, during, or after a game/match will automatically be suspended from the remainder of the current game/match and a minimum of the next two (2) league games/matches to be played by his/her team and will not be permitted at the game/match facility during this suspension. No notice of this suspension shall be necessary. Note: based on the circumstances surrounding the ejection, this suspension can be as severe as a lifetime ban. In the event a player or coach deviates from this ruling, it will constitute a forfeit and the opposing team will receive credit for a win. The player or coach will still be suspended from the next two (2) or more league games/matches to be played by his/her team.
- C. If a player, coach or spectator is ejected or asked to leave from a game/match, he/she must leave the premises immediately and is prohibited from any further contact (direct or indirect) with the team, official, and staff for the remainder of the game/match and after the game/match. Failure to comply may result in termination and forfeiture of the game/match. Police assistance may be called if actions pose a potential threat to players, spectators, coaches, staff or officials.
- D. Unsportsmanlike conduct by players, coaches, or spectators before, during, or after a game/match will not be tolerated. SMA staff, officials, on-site facility staff, and security personnel have the authority to ask unruly players, coaches, or spectators to leave the facility. SMA staff are empowered to call for police assistance if necessary. Individuals asked to leave the facility may be suspended for future games/matches, up to and including indefinite suspension.
- E. The use of profanity, abusive language, and/or unsportsmanlike remarks by players, spectators and/or coaches is prohibited. Any violation of this rule will result in suspension of the individual(s) involved for a minimum of the next league game/match.
- F. The game/match official(s) have authority to impose consequences for poor sportsmanship or abusive/improper language by any player, coach, parent, or spectator and may ask SMA staff/security to remove the offending party or terminate the game/match at any time. Terminations of any game/match prior to the normal conclusion for unsportsmanlike conduct issues will result in forfeiture of the game/match in favor of the team not at fault. A warning is not required.
- G. Teams are responsible for the conduct of their spectators at games/matches. Any team refusing to control a spectator will forfeit the game/match and will be subject to additional penalties and/or suspension.
- H. Any player, coach or spectator suspension which cannot be completely served in the current season shall carry over to the next season.
- I. Any violation while under suspension will be treated as a 2nd offense and all penalties will apply, including extending the existing suspension.
- J. Any suspension for a term of six (6) months or more will require a written request for reinstatement to be submitted following the suspension term. The request may be emailed to [cwathletics@vbgov.com](mailto:cwathletics@vbgov.com) or mailed to Sports Management (SMA), 4001 Dam Neck Rd., Virginia Beach, VA 23456. Prior to reinstatement, the suspended individual must also meet with the Sports Management Coordinator. The Virginia Beach Parks and Recreation Department reserves the right to deny reinstatement and/or extend any and all suspensions.
- K. Failure of volunteer coach(s), parent(s) player(s), and/or spectator(s) to adhere to the Code of Conduct responsibilities will result in the Area Recreation Association being placed on probation by SMA. Additional sanctions may require Area Recreation Association Board Members to attend and monitor games/matches and/or team removal from the league.

## XII. AUDIO/VISUAL

- A. Recording or transmitting equipment is prohibited from being in live-ball areas and may not be attached to any part of the field of play {i.e. backstop, fencing, scorer's table, bench area, dugouts, chairs, tables, on the person of a coach within the area of play (i.e. spy glasses, body cams, Go Pro, tablet, drone, cameras, cell

phone use, etc.)). All recording must be done outside the field of play.

- B. Any videos taken should be for personal use only and cannot be used to dispute any decisions made by an official.
- C. Stopwatches and electronic score keeping devices are the only devices allowed in live-ball areas.
- D. Any violations to this rule will incur the following:
  - 1. 1<sup>st</sup> offense: warning and removal of video device.
  - 2. 2<sup>nd</sup> offense: suspended two (2) games/matches.
  - 3. 3<sup>rd</sup> offense: suspended for remainder of season.

### XIII. **INCLEMENT WEATHER/LIGHTNING/THREATENING WEATHER PROCEDURE**

- A. Cancellations due to inclement weather will be announced on the Weather Cancellation Line at (757) 385-0455. Cancellations will be posted by 3:00pm on weeknights and 7:00am on Saturdays. If weather conditions are questionable and no announcement has been made, report to your game/match at the regularly scheduled time. Please make sure all team members are aware of the Weather Cancellation Line.
- B. SMA reserves the right to cancel games/matches when weather conditions present possible danger.
- C. If a game/match is postponed due to weather, light failure, or conditions beyond our control, SMA will set a date for the game/match to be played and will post pertinent make up information (date/time/location) at [VBgov.com/Sports](http://VBgov.com/Sports). Whenever possible, coaches will receive 48 hours' notice. Most games/matches will be made up at the end of the regular season.
- D. If the first game/match is cancelled because of weather conditions, light failure, or conditions beyond our control, all games/matches for that day may also be cancelled.
- E. The game/match official(s) have authority to suspend/terminate games/matches prior to their scheduled start and during the contests in the event of weather conditions, lighting, and/or other difficulties that make the athletic facilities unplayable.
- F. Games/matches will not be delayed more than thirty (30) minutes to wait for the lights to come on, unless teams are informed otherwise. Any additional problems arising out of light difficulties will be decided by the official(s). Teams will abide by the decision.
- G. When lightning is detected, all team members should seek shelter in a building or vehicle away from the fields and will be on a thirty (30) minute delay. The official(s) or Field Supervisor will notify coaches when the game will resume or be suspended. Any subsequent lightning after the beginning of the thirty (30) minute count the clock must be reset and another thirty (30) minute count will begin before play can be resumed.
- H. Once play has ceased due to lightning, teams will wait no more than thirty (30) minutes from the original game start time before resuming play. If more than thirty (30) minutes elapses from the original start time, the game will be cancelled and rescheduled for a later date. Additional games will continue on their regular scheduled start time unless a lightning delay is still in effect.
- I. The responsibility for removing athletes from the practice/game area in a timely manner lies with the head coach of the team. If the head coach is not present, an assistant coach will assume responsibility. If unable to reach a safe shelter, persons should stay away from the tallest trees or objects (i.e. light poles, flag poles, etc.) metal objects (i.e. fences, bleachers, etc.), individual trees, standing pools of water, and open fields. Persons should avoid being the highest object in an open field (crouching is recommended in this event).

### XIV. **TORNADO PROCEDURE**

- A. When the National Weather Service issues a Tornado Watch for the City of Virginia Beach (meaning conditions are favorable for tornadoes to form), all activities may be cancelled in advance. Participants should call the Weather Cancellation Line at (757) 385-0455.



- B. When the National Weather Service issues a Tornado Warning for the City of Virginia Beach (meaning a tornado has either been sighted or considered to be imminent in the warned area indicated by radar), all activities should be suspended. Participants should take shelter immediately and adhere to the following procedures (Source: [www.osha.gov/dts/weather/tornado/preparedness.html](http://www.osha.gov/dts/weather/tornado/preparedness.html)):
1. Seek shelter indoors.
  2. Go to an interior room on the lower level (closets, interior hallways, locker room). Interior hallways on the lowest floor are usually safest. Put as many walls between you and the outside. Get under a sturdy table and use arms to protect head and neck. Stay there until the danger has passed.
  3. Do not open windows. Use the time to seek shelter.
  4. Stay away from windows, doors and outside walls. Go to the center of the room. Stay away from corners because they attract debris.
  5. Get out of vehicles, trailers and mobile units immediately and go to the lowest floor of a nearby building or a storm shelter. Mobile units, even if tied down, offer little protection from tornadoes.
  6. If caught outside with no shelter, lie flat in a nearby ditch or depression and cover your head with your hands. Be aware of potential for flooding.
  7. Do not get under an overpass or bridge. You are safer in a low, flat location.
  8. Never try to outrun a tornado in urban or congested areas in a car or truck; instead, leave the vehicle immediately for safe shelter. Tornadoes are erratic and move swiftly.
  9. Watch out for flying debris. Flying debris from tornadoes causes most fatalities and injuries.
- C. Once the National Weather Service has cleared the Tornado Warning for the City of Virginia Beach area, activities may resume if field/facility conditions are safe. Participants should continue to call the Weather Cancellation Line at (757) 385-0455.

XV. **COMMUNICABLE DISEASE PROCEDURE (Source: [www.littleleague.org](http://www.littleleague.org))**

While risk of one (1) athlete infecting another with HIV/AIDS during competition is close to non-existent, 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 the potential for transmission of these infectious agents should include, but not be limited to the following:

- A. 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 resume participation.
- B. Routine use of gloves or other precautions to prevent skin and mucous-membrane exposure when contact with blood or other body fluids is anticipated.
- C. Immediately wash hands and other skin surfaces if contaminated (in contact) with blood or other body fluids. Wash hands immediately after removing gloves.
- D. Clean all contaminated surfaces and equipment with a disinfectant before competition resumes.
- E. Practice proper disposal procedures to prevent injuries caused by needles, scalpels, and other sharp instruments or devices.
- F. Although saliva has not been implicated in HIV transmission, to minimize the need for emergency mouth-to-mouth resuscitation, mouthpieces, resuscitation bags, or other ventilation devices should be used.
- G. Coaches with bleeding or oozing skin conditions should refrain from all care until the condition resolves.
- H. Contaminated towels should be properly disposed of/disinfected.
- I. Follow acceptable guidelines in the immediate control of bleeding and when handling bloody dressings, mouth guards, and other articles containing body fluids.

**XVI. INSURANCE**

- A. Per Field Allocation and Indoor Facility Use Policies and Procedures, Area Recreation Associations **MUST** provide a minimum one (1) million-dollar general liability insurance policy with the City of Virginia Beach/Virginia Beach City Public Schools named as additionally insured. The Certificate of Insurance **MUST** be supplied annually to SMA.
- B. Players participating in Community Leagues should have accident insurance coverage. This is the parent's responsibility. SMA **DOES NOT PROVIDE INSURANCE** in case of injuries.
- C. It is to be understood that SMA will not be held liable for injuries sustained by any person/group participating in our programs while they are playing, practicing, or traveling to/from games/matches and practices.

**XVII. ADMINISTRATIVE**

- A. The Sports Management Coordinator will impose penalties and suspensions upon teams and players as necessary to ensure the orderly conduct of the league, and has the authority to make final decisions on all bylaws, interpretations and any matters concerning all community league sports.
- B. Coaches will advise players, parents, and spectators of these bylaws. Ignorance of any rule on the part of a coach, player, parent, or spectator will not be tolerated.
- C. These bylaws are in addition to the specific bylaws for each Community League sport.

**XVIII. EFFECTIVE DATE**

This document is effective at the beginning of the current season.