

# *Topeka Baseball and Softball Association*



2021

## **Softball Rules**

*Administrative Policies*

*TBSA General Rules Age Division Rules*

P.O. Box 1662 Topeka, KS 66601  
Dornwood Park 25th and Highland  
[www.topekabaseballandsoftball.com](http://www.topekabaseballandsoftball.com)

**RAIN OUT HOTLINE: 251-4938**

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# 2021 BOARD OF DIRECTORS

## Executive Officers

Executive President:	Mike Rosencutter	785-640-2150
Executive Vice President:		
Vice President Baseball Operations:	Chris Benson	785-250-1349
Vice President Softball Operations:	Angie Lake	785-249-8398
Secretary:	Melody Rosencutter	785-640-0822
Treasurer:	Angie Lake	785-249-8398

## Board of Directors

Softball	Angie Lake	785-249-8398
Softball	Everett Dexter	785-813-6037
Softball	Randall Collins	785-218-8084
Softball	John Fletcher	785-969-4778
Softball	Alisa Stubblefield	785-409-9154
Softball	LaTaiya Williams	785-408-9146
Baseball	Justin Crispin	785-318-0940
Baseball	Rodney Bowen	785-213-6732
Baseball	Doug Moore	785-969-6768
Baseball	Anthony Hensley	785-232-1944
Baseball	Luis Labrador	785-409-8793
Baseball	Ron Morehead	785-580-5898
Baseball	Angelica Labrador	785-845-7225
Baseball	Angie Stuart	785-383-2140

## Age Division Representatives

<b>Player/Team Coordinator</b>	Melody Rosencutter	785-640-0822
8 and under:	John Fletcher	785-969-4778
10 and under:	Angie Lake	
12 and under:	Angie Lake	785-249-8398
14 and under:	Angie Lake	785-249-8398
18 and under:	Randall Collins	785-218-8084
19 and over:	Randall Collins	785-218-8084

## League Staff

Legal Advisor:	Jim Parrish	785-233-5411
Concession Stand Manager:	SCPR	785-286-3358
Grounds-Keeper		
TPUA President	Teagan SWOboda	785-224-7595
Baseball Umpire-in-Chief	Dean Carson	785-608-2630
Softball Umpire-in-Chief	Teagan Swoboda	785-224-7595

# **TBSA Administrative Policies**

## **Article 1: Description of the Association**

1. The Topeka Baseball and Softball Association, Inc., has provided an amateur youth baseball program in the Topeka community since 1941. The Association originally operated under the sponsorship of the Highland Park Booster Club. When the Booster Club dissolved years ago, the Highland Park Baseball League continued to exist under the leadership of volunteers from the Highland Park community. These volunteers formed a nonprofit corporation in 1980 to operate the program. The corporation is named Highland Park Baseball Association, Inc. (HPBA). In 2014 Highland Park Baseball Association changed its league name to Topeka Baseball and Softball Association Inc. (TBSA) and is governed by one board and is currently in partnership with Shawnee County Parks and Recreation (SCPR) to provide the youth a positive sports environment.

2. Similarly, the Highland Park Girls Softball League was formed in 1977. The name of this organization was later changed to Dornwood Girls Softball Association, Inc. (DGSA), and was managed by a separate board of directors. In 2014 Dornwood Girls Softball Association changed its league name to Topeka Baseball and Softball Association Inc. (TBSA) and is governed by one board. The TBSA programs are conducted on playing fields at Dornwood Park, 25th and Highland, and at other facilities in Topeka, Kansas.

## **Article 2: Membership in the Association**

1. Membership in TBSA shall consist of all current team managers, age division representatives, and the TBSA Board of Directors. Each member shall have one vote, even if such member serves in more than one position, which qualifies for TBSA membership. All matters pertaining to membership meetings shall be governed by the TBSA bylaws.

## **Article 3: Management of the Association**

1. The TBSA Board of Directors shall be comprised of community volunteers who have been involved in the TBSA program as a manager, coach, parent, sponsor or supporter for at least 2 years. TBSA officers shall meet the same qualification for at least 3 years and have been a director for at least 1 year.

2. The Board of Directors shall elect a President who serves as general manager of the program. The President shall have overall authority for managing the program and may appoint a representative for each age division to coordinate the activities within each age division. The President is assisted by other officers and directors who assume management duties on designated dates throughout the season to supervise the conduct of games.

3. The TBSA officer or director on duty shall have exclusive authority to terminate games due to inclement weather or unforeseen circumstances. Umpires and team managers shall not have the authority to terminate games. Procedures for the postponement and rescheduling of games are provided in Articles 13 and 14 of these policies.

4. The officer or director on duty shall assist umpires in dealing with special problems that arise during game play. In no event shall an officer or director be called upon to evaluate or overrule an umpire's decision, or in any way preempt an umpire's authority to conduct games.

5. The Board of Directors shall decide protests pursuant to Article 11 of these policies.

6. TBSA is affiliated with the American Amateur Baseball Congress (AABC), the National Baseball Congress (NBC) national programs which promote amateur baseball through state, district, regional and national tournament competition for all age groups.

#### **Article 4: Player registration and birth certificate**

1. TBSA provides amateur baseball/softball for players from age 3 to age 18, and is open to any person of qualifying age who wants to enroll. A registration form signed by the player and the player's parent or legal guardian is required for a player to be eligible to play prior to opening day of the current year. Under no event shall a player be allowed to play in any game until the appropriate fees and paperwork have been submitted. Player fees shall not be refunded unless the TBSA President deems such refund appropriate. Checks should be made payable to "Shawnee County Parks and Recreation" or "SCPR" and can be mailed to P.O. Box 1662, Topeka, Kansas 66601. Checks returned for any reason will be assessed by SNCO Parks and Recreation..

2. Each player shall be assigned to an age division within TBSA based on the player's age on or before January 1 of the current year. Each player shall be identified by a birth certificate or Photostat copy of same, from the bureau of vital statistics of the city, county or state in which the player was born. Where compliance with the foregoing can be shown to be impossible, age eligibility shall be determined at the discretion of the TBSA Vice president of baseball/softball Operations.

**3. The TBSA Softball age divisions are as follows: 6 and under; 8 and under; 10 and under; 12 and under; 14 and under; 18 and under.**

4. No player shall be added to a team's roster in the **6 and under; 8 and under; 10 and under; 12 and under; 14 and under; 18 and under.** age divisions after July 1. See page 20 of the Softball General rules.

#### **Article 5: TBSA finances, fund raising and sponsors**

1. This year the total budget for the TBSA program will exceed \$60,000. The "SCPR" Shawnee County Parks and Recreation provides playing fields and electricity for lighting at Dornwood Park. TBSA is responsible for maintaining the Dornwood Park facilities throughout the season. SCPR must pay all expenses incurred for grounds keeping, telephone service, equipment, umpires, trophies and awards. The operation of the TBSA program is financed from several sources here in described.

2. Player fees are outlined in the League Fee Schedule that can be access on the TBSA website. All fees shall be paid directly to team manager/coach. The manager/coach are then responsible to turn in team fees directly to the TBSA League Representative.

Rookie 6u T=Ball;	\$45 per player	Player fee \$35.00 100% due by May 30 <sup>th</sup>
8u Softball;	\$62.50 per player	50-100% by April15th Balance due by 1 <sup>st</sup> May
10u Softball;	\$100 per player	50-100% by April15th Balance due by 1 <sup>st</sup> May
12u Softball;	\$100 per player	50-100% by April15th Balance due by 1 <sup>st</sup> May
14u Softball;	\$100 per player	50-100% by April15th Balance due by 1 <sup>st</sup> May
18u Softball;	\$100 per player	50-100% by April15th Balance due by 1 <sup>st</sup> May

3. All donations to TBSA are tax deductible because TBSA is designated as a 501(c) (3) organization under the U.S. Internal Revenue Code. Sponsors should verify with their tax advisor how their donation/sponsorship should be handled to maximize any tax benefit. Any team wanting to use the Tax ID # should have their team name stated as TBSA **Team NAME.**

4. SNCO/TBSA encourages team managers/coaches, players, parents and spectators to patronize the concession stand especially in the purchase of team pop after each game. SNCO/TBSA encourages team managers/coaches, players, parents to get team /individual photos taken by selected vendor.

### **Article 6: Team Manager/Coach**

1. Each TBSA team shall have an adult manager/coach who shall be approved by the TBSA Board of Directors. Duties of the team manager shall include, but not be limited to the following:
  - a. Recruit players and ensure each player is properly enrolled by submitting registration form and birth certificate.
  - b. Select coaches, preferably at least two.
  - c. Ensure that the team is fully uniformed and equipped with catcher's gear, bats, softballs, etc.
  - d. Assist TBSA with work days, fund raising, and select team fund raising chairperson.
  - e. Schedule and notify each player of practice times and locations.
  - f. Comply with predetermined game schedule published by age division representative and notify each player of game times and locations.
  - g. Notify the TBSA President of any player suspension or resignation prior to enrolling a replacement player.
  - h. Select a qualified scorekeeper to keep score during each game.
  - i. Inspect the TBSA bulletin board and notify each player about games postponed and rescheduled.
  - j. Keep team sponsor(s) informed about team and TBSA activities.
  - k. Maintain order among players, coaches, parents and spectators in the interest of fair play and good sportsmanship.

## **Article 7: Conduct of players, managers, coaches, parents and spectators**

1. Players, managers, coaches, parents and spectators shall conduct themselves in a manner consistent with fair play and good sportsmanship while in Dornwood Sports Park. Please refer to guidelines of SPCR Sportsmanship Emphasis. See pages 33-38.
2. No person shall possess or consume alcohol or drugs in Dornwood Sports Park. The TBSA officer or director on duty may report any person in violation of this policy to the Topeka Police Department. Violation of this policy may also result in the suspension or termination of the offending person(s) from the TBSA program under the procedures described in Articles 10 and 11.
3. No person shall make insulting, intimidating or harassing remarks or gestures which would degrade an umpire, player, manager, coach, parent or spectators **will NOT be Tolerated**.
4. **Players/Teams occupying the dugout or field during game play shall not shout at or otherwise intimidate any and all players.**
5. Violation of the foregoing policies shall result in ejection from the game(s) during which said violation occurred. All ejections shall be reviewed by a committee of 3 officers or directors appointed by the TBSA President. This committee shall have the authority to: (1) cause a team's forfeiture of the game(s) during which said violation occurred, and (2) refer any ejection to the President and TBSA Board of Directors for suspension or termination of a participant from the TBSA program under the procedures described in Articles 10 and 11.
6. All managers and coaches in the TBSA program shall sign a pledge of good sportsmanship and conduct prior to the beginning of each season.

## **Article 8: Umpires, unsportsmanlike conduct and ejection from game**

1. The TBSA Board of Directors selects an Umpire-in-Chief each season. The Umpire-in-Chief shall be responsible for the recruitment, training and scheduling of umpires to officiate games. Each umpire shall become familiar with these administrative policies, TBSA general rules, and the rules of each age division in which they will be officiating. A more extensive discussion of the UIC's responsibilities can be found in the UIC Job Description.
2. The Umpire-in-Chief shall appoint 2 or more umpires to officiate at each game, except in **8U** where there shall be only (1) one umpire. The umpires shall be responsible for the conduct of the game in accordance with **TBSA Softball Rules and ASA Softball rules** and for maintaining order and discipline on the playing field.
3. Each umpire shall have the authority to disqualify any team, player, manager, coach, parent or spectator for unsportsmanlike and offensive conduct and to eject such disqualified person(s) from Dornwood Sports Park in accordance with the procedures herein described. A more extensive discussion of the Umpire's responsibilities can be found in the **ASA Umpire Manual**.

4. In the event any person continues to display unsportsmanlike and offensive conduct, the umpires shall have the authority to stop the game until such conduct ceases and/or to order the person to leave the immediate vicinity of Dornwood Sports Park. Further, the umpires shall have the authority to declare the game forfeiture in the event the person refuses to cease such conduct or to leave Dornwood Sports Park. Any person ejected shall leave for the remainder of the game in which they were ejected and for the next scheduled game in which their team is involved before being allowed to return to Dornwood Sports Park.

5. Upon ejection from any game, the person(s) ejected shall not communicate further with team personnel or umpires during the remainder of that game or the team's next scheduled game.

6. For the purposes of this policy, the Topeka Baseball And Softball Association's playing fields and facilities are part of Dornwood Sports Park. Therefore, any person(s) ejected from an TBSA game at Dornwood Sports Park shall not be allowed to remain even within any part of the park.

### **Article 9: Protests**

1. Any umpire's decision which involves judgment such as whether a batted ball is fair or foul, whether a pitch is a ball or strike, or whether a runner is safe or out, shall be final. Such decision may not be the subject of any protest.

2. If there is reason to believe that an umpire's decision is based on a misinterpretation of the ASA Softball Rules or TBSA rules, or that the opposing team is in violation of same, the team manager may protest the umpire's decision or the alleged rule violation and request that a ruling be made.

3. Such protest may be made only by the protesting team manager to the home plate umpire at the time of the decision or alleged rule violation. The umpire shall notify the TBSA officer or director on duty, and shall instruct both managers and each umpire working the game to sign the home and visiting team score books. At the time of the protest, the protesting team manager shall pay a \$50 cash protest fee to the officer or director on duty. Under no circumstances shall any manager be allowed to delay the game for more than 3 minutes in making such protest.

#### **4. Protest Resolution**

a. If the UIC is onsite and is able to make a ruling, the protest can be resolved by the UIC immediately.

b. If the UIC is not available OR the protesting team is not satisfied by the UIC's interpretation, the protesting team manager shall submit to the officer or director on duty or the TBSA President the protest in writing within 24 hours of game completion. Such written protest shall cite the rule(s) involved by number.

5. All protests shall be heard by the TBSA Board of Directors, except that any officer or director who has a direct interest in the outcome of any protest shall be disqualified from participating in the meeting during which same is considered. No fewer than 5 members of the TBSA Board of Directors shall be present and voting at the meeting and the majority vote of those members shall be required to decide the protest. Such decision shall be **made within 7 days and all decisions will be final**.

6. In the event the protest is upheld, the \$50 protest fee shall be refunded.



## **Article 10: Suspension or termination**

1. A team manager/coach may suspend any player for cause resulting from unsportsmanlike and offensive conduct, behavior problems, and failure to attend practices or games, or habitual tardiness to practices or games. The team manager/coach is not obligated to suspend a player unless the player's actions are detrimental either to TBSA or to the player, or both.
2. The team manager/coach may suspend any player for disciplinary reasons for no more than 1 game without notifying the TBSA President. Suspension may occur prior to or during a game. Whenever a player is suspended during a game, the suspension counts for 1 full game.
3. Any suspension of a player for more than 2 games must be approved by the President. The team manager/coach shall notify the President in writing the name of the player being suspended and the reason for the suspension. The manager/coach shall also notify the player's parent or legal guardian of the suspension.
4. In the event disciplinary action arises during a game which makes necessary the suspension of a player who already has been suspended once for cause, the team manager/coach may suspend the player without prior approval of the President if sufficient reason exists for said suspension.
5. In all cases of suspension, the team manager/coach shall notify the TBSA officer or director on duty, the umpires in charge of the game, and the opposing team manager/coach that the manager/coach is suspending a player for cause. Unwarranted suspension of a player may, at the discretion of the TBSA Board of Directors, result in forfeiture of the game for which the suspension applies.
6. A player may be terminated from the team by the manager/coach if the player intends to be or is absent more than 15 days during the season. All players who intend to be absent for more than 15 days should notify the team manager immediately. The team manager/coach shall notify the player's parent or legal guardian and the TBSA President if the player is to be terminated. All such terminations shall be subject to approval by the TBSA President.
7. A player may be terminated from the team for disciplinary reasons by the TBSA Board of Directors after an administrative hearing as provided in Article 11. The team manager/coach shall notify the TBSA Board of Directors in writing the name of the player being terminated and the reason for termination. The manager/coach shall also notify the player's parent or legal guardian of the termination.
8. A player may be suspended or terminated without the consent of the team manager/coach by the TBSA Board of Directors if, after an administrative hearing as provided in Article 11, it is found that the player's actions are detrimental either to TBSA or to the player, or both.
9. Refund of the terminated player's registration fee shall not be granted unless the President or SCPR deems such refund appropriate and only after the player has returned to the manager/coach any clothing and equipment belonging to the team. However, in all cases of player termination, no refund shall be made after June 15 of the current season.
10. A team, manager, coach, parent or spectator may be suspended or terminated from the TBSA program by the TBSA Board of Directors if, after an administrative hearing as provided in Article 11, it is found that such person's actions are in violation of TBSA rules or administrative policies or detrimental to TBSA.

## **Article 11: Administrative hearing procedures**

1. An administrative hearing shall be held by the TBSA Board of Directors at any such time as the unsportsmanlike conduct or other actions of any team, player, manager, coach, parent or spectator may constitute cause for suspension or termination from the TBSA program.
2. Prior to the hearing, the TBSA President shall gather all pertinent preliminary information from persons who were present at the time of the incident. The TBSA President shall notify in writing the persons involved as to the date, time and location of the hearing.
3. No fewer than 5 members of the TBSA Board of Directors shall be present and voting at the hearing.
4. All persons who were notified to be present at the hearing shall be entitled to describe the incident in their own words without dispute from others present. Only the members of the TBSA Board of Directors may question each person, after which they shall go into closed session for discussion and voting.
5. The majority vote of the TBSA Board of Directors voting at the hearing shall be required for the suspension or termination of any person from the TBSA program. Such person shall be notified in writing as to the Board's final decision.

## **Article 12: Scorekeepers**

1. Each home team manager shall provide a scorekeeper who is 16 years of age or older for each game. Scorekeepers shall be located at or next to the scorekeeper's table behind home plate. The league will provide training upon request.
2. The home team scorekeeper shall be the official scorekeeper and only keep the official score book for the game. Both home and visiting team scorekeepers shall make appropriate entries in their score book during the game. The visiting team shall operate the electronic scoreboard.
3. The official scorekeeper shall make note of the starting and ending time of each game as instructed by the home umpires working the game. Official timers will be provided by TBSA.
4. Upon completion of the game, the home team scorekeeper shall insure that the official score book is signed by the home umpires working the game.
5. In the event the game is called due to inclement weather or any unforeseen circumstance, the official scorekeeper shall, by instruction of the home umpires, record the time at which the game was called in the official score book.

### **Article 13: Postponement and rescheduling of games**

1. In the event games are postponed due to inclement weather or any other unforeseen circumstances, TBSA shall post a "No Games" notice on the TBSA website or **posted on the bulletin board**. Each team manager/coach **or team designee(s)** shall be responsible for notifying players whether a game has been postponed. The web address for TBSA is [www.topekabaseballandsoftball.com](http://www.topekabaseballandsoftball.com).
2. In the event of tornado warning sirens sounding in Shawnee County after 5:00 p.m., all TBSA games for the evening shall be postponed to a future date. See TBSA web site [www.topekabaseballandsoftball.com](http://www.topekabaseballandsoftball.com).
3. TBSA shall also maintain a telephone "hot line" and **on the official TBSA website** for the purpose of informing participants about the postponement of games. The telephone number of this "hot line" for **TBSA is 251-4938**. The web address for TBSA is: [www.topekabaseballandsoftball.com](http://www.topekabaseballandsoftball.com)
4. Only the TBSA officer or director on duty shall have the authority to terminate a game due to inclement weather or unforeseen circumstance.
5. The rescheduling of regular season games which are postponed shall be subject to the approval of the TBSA Vice President of Softball Operations. Both team manager/coach and/or **team designee(s)** shall be notified of any rescheduled game. In all tournament games hosted by TBSA, the Tournament Director shall have sole authority to postpone and reschedule such games. (Also see Article 14 on the rescheduling of postponed games.)

### **Article 14: Bulletin board**

1. **Important TBSA information shall be posted throughout the season on the official TBSA website [www.topekabaseballandsoftball.com](http://www.topekabaseballandsoftball.com) or on a bulletin board outside the Dornwood Sports Park softball building where important information shall be posted throughout the season.** This information shall include: rescheduling of postponed games, age division win-loss standings, tournament brackets and pairings, protest decisions, amendments to TBSA administrative policies or rules, and other special notices. Each manager **or team designee(s)** shall be responsible for knowing the information posted **on the official TBSA website [www.topekabaseballandsoftball.com](http://www.topekabaseballandsoftball.com)** or on the bulletin board.

### **Article 15: Tournament competition**

1. Any tournament held at TBSA facilities must be approved by the TBSA Board of Directors.
2. The selection of extra players for state or district tournament competition shall be made in accordance with TBSA rules. The TBSA President shall inform team managers/coach of their rights and responsibilities under these rules.
3. Entry fees for any tournament hosted by TBSA shall be determined by the tournament chairperson. TBSA teams will be charged entry fee. TBSA teams will not receive a discounted gate fee.

## Article 16: Clothing and equipment

**1. UNIFORMS:** All TBSA 6U AND 8U instructional players will receive a uniform shirt. A team may provide their own uniforms (at their expense) or the team may wear the sponsor's shirt provided by TBSA during the current softball season in all league games and league tournaments. The *ENTIRE* team must wear the *SAME* uniform. The TBSA shirt order form is to be turned in to the league representative no later than the current season's registration date. Long pants and/or shorts must be athletic apparel. There will be no alteration of the TBSA provided shirt (for instance, cutting off sleeves, adding a name on the back, etc.) by players. Any player or coach with an altered uniform will be ejected from the game and will not be allowed to play or coach in any game until the uniform has been repaired or replaced at their own expense. **Exception: Blood shirt must be like in color and has to have a permanent or taped number.**

2. Each player shall be required to wear the team's shirt and cap during the game, unless there are circumstances he is unable to do so. Team managers and coaches should also wear the team's shirt and cap. Adults may wear shorts. No player is allowed to wear sandals or other open-toed shoe on the playing field.

3. All players are prohibited from wearing on their person during game play the following: metal cleated shoes (except 18u), jewelry except medical alert emblems may be worn.

4. All player uniform shirts must be tucked in. Athletic shoes or rubber cleat softball shoes must be worn. Shoes must be laced and tied.

5. It is recommended that each player shall furnish a softball glove and bat for personal use. Team managers are responsible for providing all other equipment, including a complete set of catcher's gear and throat protector. Catchers shall be required to wear a complete set of protective gear.

6. **EQUIPMENT:** Teams must furnish their own helmets (with chinstraps and facemask), bats, practice balls, and catcher's equipment. Any player can use her own equipment, providing it is official softball equipment & NOCSAE approved. Teams must have a minimum of five (5) batting helmets. **See Equipment Rule 8 Page 18-19.**

7. Team managers/coach should encourage all players to wear protective gear.

## Article 17: Trophies and Awards/Scholarships

TBSA will provide regular season trophies and/or awards to teams and players as determined by league standings. Standings should be calculated in the following way:

- a. Win / Loss Record
- b. Head-to-Head Records
- c. Playoff Game
- d. If it is impossible to schedule a playoff game, a coin toss will be used to determine the final rankings.

EXCEPTION: If a coin toss is used to determine rankings for tournament seeding or tournament berths, an attempt will be made to schedule a playoff game at a later date to determine regular season rankings more decisively.

NOTE: SNCO Quick Scores cannot be setup to match TBSA Standing Format.

Goes: Winning Percentage  
Head-To-Head  
Average Run Differential  
Average Runs Against  
Coin Flip

Teams Plan on a Playoff Game if needed for trophy seedings!

### 2. TBSA Regular Season Awards/ Post Season Tournament Awards

- a. If there are 4 or Less teams in an age division, First place team trophies and first place player trophies will be awarded to teams who place first in their age division. second place team trophies and second place player trophies will be awarded to the second place team. If there are 5 or more teams in an age division, then third place team trophies and third place player trophies will be awarded to the third place team. Participation medals will be determined by the board for each season.

### 3. High School Awards and Scholarship

a. High School students who have played two (2) consecutive high school years at TBSA are eligible to; submit an application to the TBSA Board of Directors. After an application is received by the board, a questionnaire may be sent to the player's TBSA coach and high school coach (if applicable) requesting information such as statistics, lengths of time playing softball, positions played and coaches comments.

b. A first and second place cash scholarship for college will be awarded to two graduating seniors in high school as well as a plaque in their name. The selected junior, sophomore and freshman award winners will receive a plaque in their name, but no cash scholarship. All recipients will be kept confidential and announced at the TBSA Softball award night.

## **Article 18: Insurance**

1. SCPR provides limited insurance coverage for the players, managers and coaches to cover accidental injuries occurring en route to and during games and practices. The policy coverage begins on April 1 and terminates on December 31 of the current year. In providing this coverage, however, TBSA absolves itself from liability for any cause of action arising from the conduct of its baseball/softball program as described in Article 19 of these policies. The insurance coverage is secondary in nature and will not apply to the extent there is other valid and collectible insurance with another insurer providing coverage for the same accidental injury covered by SCPR's policy.

2. The SCPR policy provides for payment of medical expenses resulting from accidental injury subject to specific limitations contained within the policy for each type of treatment. Treatment must be required of each insured within 30 days after the date of the accidental injury, and the claim must be made on a form furnished by the insurance company. Claim forms may be obtained from TBSA.

## **Article 19: Assumption of risk; no liability to Association**

1. Each player, manager, coach, or other participant in the TBSA program assumes all the risks ordinarily arising from such activity and agrees by participating in such program to save and hold harmless TBSA from any and all claims, demands, liabilities, and costs arising from damage or injury, actual or claimed, of whatever kind or character to property or persons allegedly occurring during the conduct of the program.

2. Neither SNCO/ TBSA or its Board of Directors, members or contractors shall be responsible or liable in any manner to players, managers, coaches and other participants from acts resulting in personal injury or property damage whenever such acts may reasonably be expected from conduct of the softball program. Further, TBSA shall not be responsible or liable for gross, wanton, reckless or intentional acts of players, managers, coaches, officers or members of its TBSA Board of Directors where such acts hereby are deemed to be outside the scope of the Association's program.

3. Managers and coaches are neither considered agents, servants or employees of SNCO/ TBSA, which has no right to control their day-to-day activities in managing and coaching their respective teams except as defined by these administrative policies, TBSA rules, and the generally accepted rules of softball.

## **Article 20: Amendments to administrative policies**

1. The TBSA Board of Directors reserves the right to amend these policies at any time during the season. Each team manager/coach, umpire and any other affected persons shall be notified in writing of any amendment to these policies.

# **TBSA Softball General Rules**

***THE CURRENT EDITION OF THE USA OFFICIAL SOFTBALL RULES SHALL APPLY SUBJECT TO THE FOLLOWING EXCEPTIONS:***

## **Rule 1 – AMENDMENT OF THE RULES**

1.1 The TBSA Board of Directors reserves the right to amend these rules and the rules applicable to each age division at any time during the season. Each team, manager/coach, umpire and any other affected person shall be notified in writing of any amendment to the rules.

## **Rule 2 - GAME PROCEDURES**

2.1 **GAME TIME STARTS:** Weeknight games starting times will be 6:15 pm and 7:30pm in 8U league and 6:15 pm and 7:45 pm in 10U, 12U, 14U, 18U, and 19 Over unless otherwise noted.

2.2 **SEASON START DATES:** 8U, 10U, 12U leagues will begin play during the month of May. There will be no game start times scheduled after 7:45 pm except on Friday evenings, until school is out. 14U and 18U will begin in June.

2.3 **LATE START OF GAME:** In the event a 9:15pm game has not started by 10:00pm, the coaches of both teams and the board member on duty will decide whether or not to play the game. If the game is not played, it will be rescheduled.

2.4 **WARM UPS:** Prior to each league game, each team will have 5 minutes fielding warm up on the diamond, provide their lineup was turned in to the scorekeeper 15 minutes prior to the scheduled start time. In the event a game runs over the time limit, each team of the following games will be allowed 5 minutes for infield warm-up after the field and dugouts have been cleared from preceding game, providing their lineup was turned in to the scorekeeper 15 minutes prior to scheduled game time.

2.5 **FORFEIT:** A forfeit shall be awarded to a team, if that team is unable to field the minimum number of players in the dugout or the field within 5 minutes of the start time of the game. Game time for this rule shall mean when the team and the umpires are ready to begin play. A scheduled game shall not be declared a forfeit till at least 5 minutes after scheduled game time. A forfeit shall also be awarded if a team, though injury or absence, drops below the minimum number of players and described in rule 5.1. This only applies in league play.

2.6 **GAME START:** The first inning of a game shall begin immediately after the pitcher delivers the first pitch, whether a warm up pitch or official counted pitch. All succeeding innings shall begin immediately following the third out of the prior inning, or immediately after the maximum number of runs per inning are scored or after the maximum number of batters per inning.

2.7 TIMEKEEPER: The official timekeeper shall be the home umpire working the game.

2.8 TIME OUT: A call of "TIME" by a player, manager/coach, or umpire shall not stop the clock after the game has begun. EXCEPTION: The umpire may suspend or add time to the game due to an injury time out or if it appears the game is being delayed intentionally. No manager/coach shall request a time out for the purpose of delaying the game. Such intentional delay of the game may result in ejection from the game.

2.9 INCLEMENT WEATHER: In case of inclement weather, an official game will be determined as follows:

a. The completion of 3 innings, or

b. The expiration of time limit of forty-five (45) minutes for 18U, 14U, and 12U leagues; thirty-five (35) minutes for 10U league; thirty (30) minutes for 8U and 6U.

c. League games in progress that are called because of inclement weather and have not met the criteria in rule 2.9b will be replayed from the beginning. (See information regarding rescheduling of games.) See Article 13 Pg. 11

2.10 Games called due to lightning will be umpire's on-duty and the on-duty board member's decision. Once a game has begun, only the home umpire or the on-duty board member has the authority to call a game in case of inclement weather.

2.11 Make-up games will be scheduled according to field availability. Managers/coaches are asked to be flexible and cooperative in the rescheduling of any games. Every attempt will be made to reschedule canceled games. In the event that the weather prohibits the proper rescheduling, the Board reserves the right to shorten the schedule rather than extend the season.

2.12 If for some reason; your team is not able to play a rescheduled game, it is your responsibility to notify the league scheduler of your intention to forfeit the game.

### **Rule 3 – MAXIMUM RUN RULE**

3.1 TBSA/USA run rules will apply in all leagues. The TBSA / USA run rule states a game will be called if any team is ahead 12 runs after 3 innings, 10 runs after 4 innings, or 8 runs after 5 innings.

### **Rule 4 – EXPIRATION OF TIME**

4.1 NON-TIE: In the event that the time in a game has expired and the losing team can neither tie nor win the game, the game shall be considered complete and officially over without completion of the inning.

4.2 TIE: In the event that time in a game has expired and the game is tied, the INTERNATIONAL TIEBREAKER RULE (ITB) will apply at the top of the next inning. The last completed batter goes to 2nd base.



## Rule 5 – TEAM PROCEDURES

5.1 MINIMUM NUMBER OF PLAYERS: Teams must have a minimum of seven (7) players to start a game for all leagues and must maintain this minimum number of eligible players. (See rule 13.3 Pg 20 for tournament rules for minimum players to start a tournament game) If the minimum number of players is not available within 5 minutes of game start time, that team shall forfeit the game. If any team drops below the minimum number of eligible players during a game, the game shall be called and a forfeit issued to the team with the not enough players. Score 7 to winning team and 0 to the forfeiting team.

5.2 AUTOMATIC OUT: If a team DOES NOT have eight (8) players, to start the game, but does have the minimum number of players, there will be one automatic out for the team with the minimum number of players. League play with 7 players will result in 1 automatic out. The out will be recorded in the eighth batter position. If the team HAS eight (8) players, there will be NO automatic out.

5.3 LINE-UP: Team line-ups are official when turned in to the scorekeeper. Each team manager/coach shall provide a complete team line-up to the scorekeeper listing the starting lineup in proper batting order no later than 15 minutes prior to game scheduled time. The line-up shall list all substitute players available for the game. Only players present can be placed on the line-up. A player can be added to the line-up before the end of the 1st inning. The entire line-up is batted in order written.

**5.4 COURTESY RUNNERS: The last completed batter may courtesy run for the pitcher and catcher in all leagues EXCEPT 8 U.**

5.5 OFFICIAL SCOREKEEPER: Each team will provide a scorekeeper. The official scorekeeper shall be the home team scorekeeper and keep only the official scorebook. The visiting team shall operate the scoreboard.

5.6 DUG-OUT: The home team shall occupy the third base dugout.

5.7 DUG-OUT PERSONNEL: No one other than players on the official line-up, the manager/coaches, and TBSA Board members will be allowed in the dugout during and official game.

5.8 DUG-OUT RESPONSIBILITIES: Teams are responsible for cleaning out their dugouts after each game. Players' family and friends that occupy the bleachers are responsible for cleaning off the bleaches after every game.

5.9 SMOKING: Smoking or the use of any other tobacco products by any team personnel in the dugout or on the playing field is prohibited. Smoking is also banned at all Shawnee County Facilities.

5.10 **Recruitment** - Recruiting players during the current league season and the sanctioned league tournament play will not be allowed until after awards ceremony at the end of the season unless approval is granted to the team coach/manager.

## **Rule 6 - MANDATORY PLAYING RULE**

6.1 **PLAYING TIME:** Except 18U league: all players must play at least one complete inning on defense (i.e. three outs are made, the per inning run rule has been reached or the allotted number of batters have batted). Substitutions will be made at the beginning of the second (2nd) inning. Failure to comply with this rule will result in forfeiture of the game when appealed by the offended team (See Appeal Procedure) Not an USA rule but a TBSA Rule and applies to 14U league and under only.

6.2 **INJURED PLAYER:** If a player is injured and is removed from the game, any player on the bench may be substituted so long as all other eligible players have entered in the game.

**OFFENSIVE:** A player who is injured either while at bat or on the bases may be replaced by the player who made the last out or last scored.

**DEFENSE:** A player who is injured who can physically re-enter the game may do so provided she has sat out two consecutive innings on defense.

An injured player may not bat. The manager/coach must notify the home umpire of the player's injury at the time the player is taken out of the game.

## **Rule 7 – SUBSTITUTIONS**

7.1 **SUBSTITUTIONS:** Any player may be taken out of the game and re-enter in the same game in any defensive position provided she has met the requirements defined in TBSA Rule.

7.2. All substitutions and player changes must be given to the home plate umpire. It shall then be the umpire's responsibility to advise the scorekeeper and the other team.

## **Rule 8 - EQUIPMENT**

8.1 **HELMETS:** All batters, base runners and on-deck hitters must have their batting helmets with chinstraps firmly in place. Players may be called out if the helmet deliberately falls to ground except in a collision with another player or sliding into a base. Helmets will be worn until the player is in the dugout. All players are required to wear the USA approved NOCSAE helmets and face guards.

8.2 **BATS:** Bats must be USA approved. Baseball bats are not permitted in league play or tournament play.

8.3 **SHOES:** Players must wear closed toed shoes, either athletic shoes or rubber cleated shoes with the exception of 18U (only) may wear metal cleated shoes.

8.4 **CATCHER'S GEAR:** Catcher's gear must include catchers helmet with faceguard, chest protector, and shin guards.

8.5 SHIRTS: Shirts are provided for 6U and 8U by Shawnee County Parks and Recreation. The shirt order form must be turned into the shirt committee by the assigned date to insure delivery by the first game. The TBSA Shirt Order Form must be accurately completed and signed by the appropriate parties.

8.6 TEAM UNIFORMS: Teams must provide their uniforms (exception 6U & 8U) at their cost. The ENTIRE team must wear the SAME shirt. Each shirt must have a player number on the back. No uniform/coach shirts may contain any alcohol, firearms, or tobacco advertisements on them. Players may wear undershirts with team shirt over it. Players may wear sliding shorts, sliding knee guard, and or batting gloves (while on offense).

8.7 TBSA RESPONSIBILITIES: TBSA is not responsible for team issues regarding uniforms, finances, and/or equipment and will not attempt to resolve these issues.

### **Rule 9 – Diamond Dimensions**

LEAGUE	PITCHING DISTANCE	BASE DISTANCE
19 Over	43 feet	60 feet
18U	43 feet	60 feet
14U	43 feet	60 feet
12U	40 feet	60 feet
10U	35 feet	60 feet
8U	30 feet	50 feet
6U	25 feet	50 feet

### **Rule 10 – NUMBER OF PLAYERS**

10.1. Teams will be comprised of 12 players. Teams that do not register with a minimum of 12 players will draw players from the player pool until the number of 12 has been reached or the player pool has been exhausted.

### **Rule 11- LEAGUE COMPOSITION**

11.1. Age is determined by the age of the player on January 1st of this year. Leagues are divided as:

- 19 Over
- 18U - 18 and under
- 14U - 14 and under
- 12U - 12 and under
- 10U - 10 and under
- 8U - 8 and under
- 6U - 6 and under

## Rule 12 – PLAYER ROSTER

12.1 OFFICIAL ROSTER: The official team roster shall be turned in to the league representative no later than the assigned date.

12.2 ADDING PLAYER: If a player is not signed by the team's first scheduled game, she will sit out the first game on the bench and her name must be in the official scorebook and signed by the player.

12.3 ROSTER ADDITIONS: All additions to the roster after the season opens must be cleared through the league representative. If a player quit, the manager must notify the league representative. The Board of Directives must approve all roster additions after July 1st.

## Rule 13 - TOURNAMENT

13.1 LEAGUE TOURNAMENTS: League tournaments will be player based on team standing.

13.2 Standings: Seed 1 &/or 2 are the division winners. They earn the bye spot in tournament play. The rest of the seeding will be determined in the following order; points, Head to Head, runs allowed, Runs scored, coin flip. The rest of the teams will be treated as being in one division and will use the normal point system.

If there is a tie or a three way tie then single elimination games will be played to determine final standings. Three or more tied teams will draw for playoff games or bye.

13.3 In all League Tournaments: TBSA Post Season Tournaments will follow our regular season rules for 8u thru 14u Leagues. USA Rules will be used exclusively for 18u. Teams may begin with seven (7) players with an automatic out in the 8th position in the batting order. No infield warm-up will be allowed prior to any tournament games.

13.4 To determine Home team will be considered by a coin flip on the infield. A board member or and Umpire will do the coin flip. The umpires do not need to be present for the coin flip between coaches.

13.5 **Recruitment** - Recruiting players during the current league season and the sanctioned league tournament play will not be allowed until after awards ceremony at the end of the season unless approval is granted to the team coach/manager.

13.6 PLAYER PICK-UP FOR OUTSIDETOURNAMENT: No coach may approach any other team player for tournament purposes unless approval from other teams coach is granted in writing PRIOR to signing. Consent MUST be signed by both team coaches, the player and parent(s), and then given to the league Representative. Any girl may ask to play with another team for tournament purposes and MUST seek approval from her coach PRIOR to signing a roster. Consent must be signed by the player, parent(s), coach and a copy of the consent must be provided to the League Representative. Consequences for not following the above protocol will result in coach/player suspension from TBSA for the remainder of the season.

**PLAYING RULES**  
**8U Playing Rules**

**IN ADDITION TO THE THE TBSA GENERAL RULES, AND THE OFFICIAL USA SOFTBALL RULES, THE FOLLOWING RULES SHALL APPLY ONLY TO THE 8U AGE DIVISION:**

1. An official Instructional league game will be sixty (60) minutes. The game will be completed once home team has completed their final at bat and time has expired.

2. Each half inning is complete after 3 outs or 4 runs.

3. There is NO STEALING.

4. A ball overthrown only allows one base on an overthrow.

5. All games during the season will include 4 player pitches and then 2 coach pitches per batter for a total of (6) six pitches per batter. Each coach will pitch to their team and may not interfere with the play of the ball. The coach must pitch with both feet on the pitching rubber. The pitcher must keep at least one foot in the pitching circle area when the coach is pitching, not on the infield (example between home and third).

6. If a batter is hit by a player pitched ball, the batter will advance to 1st base.

7. Each defensive team will consist of:

a. Ten (10) players, with four (4) of whom shall play the outfield.

b. No more than two (2) coaches will be allowed on the field during their defensive inning for coaching purposes only. There may be one (1) coach positioned in the area behind the base path line between 1st base and 2nd base and one (1) coach positioned in the area behind the base path line between 2nd base and 3rd base.

c. Any player designated as an outfield player must remain behind the base line. If an outfield player takes a position on the infield side of the base line, the runner will be awarded and allowed to advance one base from her existing position on the bases.

8. Dropped third strike rule will not be played in 8U.

9. The infield fly rule will not apply in 8U.

10. An 11” Reduced Injury Factor ball will be used for 8U.

11. Open and/or free substitutions will be allowed in 8U.

12. A new inning will not be started if less than five (5) minutes remain on the official time clock.

13. A player may pitch no more than 3 innings in any game. A player pitching 1 pitch in any inning constitutes an inning pitched.

14. In case of a tie at the end of regulation the International Tie Breaker (ITB) will be used with the following changes: it will begin with no outs and will end after one inning with a maximum of 4 runs per team.

15. Every player must play.

**16. See Rule 5 – Team Procedures 5.1 Minimum Number of Players:**

## 10U Playing Rules

**IN ADDITION TO THE THE TBSA GENERAL RULES, AND THE OFFICIAL USA SOFTBALL RULES, THE FOLLOWING RULES SHALL APPLY ONLY TO THE 10U AGE DIVISION:**

1. An official 10U League game will be seven (7) innings or 70 minutes Exception: League games will be called if any team is 12 or more runs ahead after three (3) complete innings, 10 after four (4) or 8 after five (5). Each half inning consists of four (4) runs or three (3) outs, whichever occurs first. All runs in excess of four (4) scored on a batted ball will not count.

2. No player may pitch more than three (3) innings in a game. A player pitching one pitch in any inning constitutes an inning pitched. (A pitcher removed from the pitching position during an inning and remaining on the playing field may return to the pitching position without if being charged an additional inning.)

3. If an at bat player draws a walk then the coach will come in to pitch two pitches. If a batter hits the ball it is in play. If no hit the batter is out. (During coach pre game conference if both coaches agree to no coach pitch then walks will apply.)

4. Base runners may steal up to third, one base per pitch. They may not go home unless the ball is hit in fair territory. A base runner at third base can steal home if a play is made at the third base, on a caught foul ball after a tag, or forced to advance by a base on balls.

5. Each half inning is complete after 3 outs or 4 runs, whichever occurs first. All runs in excess of seven (7) scored on a batted ball will not count.

EXCEPTION: The 4 runs per inning rule may be suspended if prior to the first practice pitch, the coach of record for each team agrees during pre-game that they wish to suspend the rule. This is recorded in the scorebook and each coach is to sign the book upon completion of the game.4. An 11" ball will be used.

6. Dropped third strike will not be played.

7. The infield fly rule will not apply.

8. Managers will be given the choice to play either the run rule or unrestricted runs per inning. If one coach does not agree, they must use the TBSA run rule.

9. A new inning will be not started if less than five (5) minutes remain on the official time clock.

10. Every player must play.

**11. See Rule 5 – Team Procedures 5.1 Minimum Number of Players:**

## **12U Playing Rules**

**IN ADDITION TO THE THE TBSA GENERAL RULES, AND THE OFFICIAL USA SOFTBALL RULES, THE FOLLOWING RULES SHALL APPLY ONLY TO THE 12U AGE DIVISION:**

1. An official 12U” League game will be seven (7) innings or 75 minutes. Exception: League games will be called if any team is **12** or more runs ahead after three (3) complete innings, **10** after four (4) or **8** after five (5).

2. Each half inning is complete after 3 outs or 7 runs, whichever occurs first. All runs in excess of seven (7) scored on a batted ball will **not** count.

EXCEPTION: The 7 runs per inning rule may be suspended if prior to the first practice pitch, the coach of record for each team agrees during pre-game that they wish to suspend the rule. This is recorded in the scorebook and each coach is to sign the book upon completion of the game.

3. Managers will be given the choice to play either the run rule or unrestricted runs per inning. If one coach does not agree, they must use the TBSA run rule.

4. When games are tied at the end of the time limit, International tiebreaker is in place, **with 7 run limit per inning in overtime** until a winner is determined. **Maximum of two International Tie Breakers.**

5. Every player must play.

**6. See Rule 5 – Team Procedures 5.1 Minimum Number of Players:**

## **14U Playing Rules**

**IN ADDITION TO THE THE TBSA GENERAL RULES, AND THE OFFICIAL USA SOFTBALL RULES, THE FOLLOWING RULES SHALL APPLY ONLY TO THE 14U AGE DIVISION:**

1. An official 14U league game will be seven (7) innings or 75 minutes. Exception: League games will be called if any team is **12** or more runs ahead after three (3) complete innings, **10** after four (4) or **8** after five (5).

2. Each half inning is complete after 3 outs or 7 runs, whichever occurs first. All runs in excess of seven (7) scored on a batted ball will **not** count.

EXCEPTION: The 7 runs per inning rule may be suspended if prior to the first practice pitch, the coach of record for each team agrees during pre-game that they wish to suspend the rule. This is recorded in the scorebook and each coach is to sign the book upon completion of the game.

3. Managers will be given the choice to play either the run rule or unrestricted runs per inning. If one coach does not agree, they must use the TBSA run rule.

4. International tiebreaker is in place, when games are tied at the end of the time limit, **with 7 run limit per inning in overtime.**

5. Every player must play.

**6. See Rule 5 – Team Procedures 5.1 Minimum Number of Players:**



## 18U Playing Rules

**IN ADDITION TO THE THE TBSA GENERAL RULES, AND THE OFFICIAL USA SOFTBALL RULES, THE FOLLOWING RULES SHALL APPLY ONLY TO THE 18U AGE DIVISION:**

1. An official 18U League game will be seven (7) innings or 75 minutes. Exception: League games will be called if any team is **12** or more runs ahead after three (3) complete innings, **10** after four (4) or **8** after five (5).

2. Each half inning is complete after 3 outs or 7 runs, whichever occurs first. All runs in excess of seven (7) scored on a batted ball will **not** count.

EXCEPTION: The **7** runs per inning rule may be suspended if prior to the first practice pitch, the coach of record for each team agrees during pre-game that they wish to suspend the rule. This is recorded in the scorebook and each coach is to sign the book upon completion of the game.

3. Managers will be given the choice to play either the run rule or unrestricted runs per inning. If one coach does not agree, they must use the TBSA run rule.

4. International tiebreaker is in place, when games are tied at the end of the time limit, with **7** run limit per inning in overtime.

5. Every Player must play.

**6. See Rule 5 – Team Procedures 5.1 Minimum Number of Players:**

## **19 Over Playing Rules**

**IN ADDITION TO THE THE TBSA GENERAL RULES, AND THE OFFICIAL USA SOFTBALL RULES, THE FOLLOWING RULES SHALL APPLY ONLY TO THE 19 Over AGE DIVISION:**

1. An official 19 Over League game will be seven (7) innings or 75 minutes. Exception: League games will be called if any team is 12 or more runs ahead after three (3) complete innings, 10 after four (4) or 8 after five (5).

2. Each half inning is complete after 3 outs or 7 runs, whichever occurs first. All runs in excess of seven (7) scored on a batted ball will not count.

EXCEPTION: The 7 runs per inning rule may be suspended if prior to the first practice pitch, the coach of record for each team agrees during pre-game that they wish to suspend the rule. This is recorded in the scorebook and each coach is to sign the book upon completion of the game.

3. Managers will be given the choice to play either the run rule or unrestricted runs per inning. If one coach does not agree, they must use the TBSA run rule.

4. International tiebreaker is in place, when games are tied at the end of the time limit, with 7 run limit per inning in overtime.

5. Every Player must play.

**6. See Rule 5 – Team Procedures 5.1 Minimum Number of Players:**

**7. 19 Over League will only play a Regular Season schedule. There will not be a Post Season Tournament for this division.**

## SCPR Insurance Information

**Excess Coverage Only:** SCPR's Insurance policy pays medical bills as a secondary coverage policy, not as a primary policy. The policy pays medical bills on and above what a primary policy does not pay for, subject to exclusions and limitations in the policy.

**Limits:** Refer to the certificate of insurance.

**Policy in Force:** Refer to the certificate of insurance.

**Claims:** The team manager/coach must have knowledge of the accident. Notice of injury must be given to the TBSA President or Insurance Representative within 30 days of the accident. If the accident involves a player, the parent or legal guardian is responsible for submitting the claim form online. Claim forms can be found via the TBSA website and clicking the "Links" button.

## **Shawnee County Parks and Recreation Sports Emphasis 2013**

### **MISSION STATEMENT**

The mission of Shawnee County Parks & Recreation is to provide quality parks, golf courses and recreational facilities and opportunities to meet the recreational needs and interests of rural and urban residents throughout Shawnee County. Shawnee County Parks & Recreation does not discriminate against any person based on race, color, sex, national origin, age, or handicap in the operation of any programs, activity, or facility.

### **SPORTSMANSHIP EMPHASIS**

A few years ago, Shawnee County Parks & Recreation Athletics revised and updated their existing Youth Sports Guidelines to address many issues facing the sports environment today. We began to stress a safe and quality sports environment for everyone involved by screening and credentialing volunteers, coaches and officials. In 2013, we will continue to improve by having professional staff, invite parents to meetings, encourage feedback from participants and anyone participating in any venue will be held accountable and respect the sports environment. SCPR will put forth our best effort to make programs and facilities safe and enjoyable. We are proud to cooperate with local organizations and offer the public a positive sports environment meeting our mission. Serving the public in a viable manner promotes the development and growth of quality sports especially for youth. Our goal is for everyone to understand that disruptive behavior will not be tolerated. Help us educate and create the ideal sports environment for everyone. Each coach is responsible to get information and forms to participants, parents, fans and other interested parties. When registering as an individual or team in any of our sports leagues, clinics or visit our facilities and parklands you should respect the game, opponents, officials, facilities and fans. SCPR will not tolerate excuses for lack of rule or code knowledge. By your individual or team participation you agree to abide by County Code and all rules contained herein.

### **TOPEKA PREMIER UMPIRE ASSOCIATION**

Shawnee County Parks & Recreation contracts officials/umpires through the local organization known as Topeka Premier Umpire Association. They are required to be certified, attend trainings and workshops for each sport annually, and respect the game as well as participants and facilities. We work diligently with the officials to create a positive sports environment no matter what the sport or location in which it is played. The officials of all sports are evaluated and held accountable for their actions on and off the court. Unsportsmanlike behavior or contact by officials will not be tolerated and they will be held to the same expectations as players.

### **FLAGRANT & UNSPORTSMANLIKE CONDUCT**

Any foul or abusive language, gestures, fighting, or disruptive behavior directed at or performed by a participant, opponent, official/umpire, scorekeeper, spectator, facility, and/or SCPR staff may result in the immediate ejection and/or suspension of the person(s) in question. This will include not abiding by guidelines or County Code set forth. Continued behavior will result in the game being forfeited. The official's decision in this matter is not protest able. Managers/coaches and parents are reminded that they are responsible to control their players' and spectators' actions, before, during and after participation in any SCPR sponsored program on or off County property.

Any person ejected from a game shall leave the FACILITY immediately (90 seconds), NO SIGHT/NO SOUND, failure to do so will result in the game being forfeited by the offending team. Any ejected person is suspended from all SCPR activities and facilities for a minimum of two (2) additional games/matches. A second ejection in any sport within a year results in a one (1) year suspension and the team will be placed on probation for the same amount of time.

Only DESIGNATED captains, coaches, managers may address officials or staff in a respectable manner prior, during, or after the game [each team shall have only two (2) designated per game]. Anyone else will be ignored once the game begins. This includes any rule interpretations, game calls or actions, special requests and/or questions. SCPR staff may eject offending parties as well. Unsportsmanlike conduct may include tactics employed or designed to delay or make a mockery of any game or team. In any case the person involved, and the coach/manager face possible ejection/probation.

## **SUSPENSION**

Any person, players or team ejected from a game shall leave the FACILITY immediately (90 seconds), NO SIGHT/NO SOUND, failure to do so will result in the game being forfeited by the offending team. Any ejected person is suspended from all SCPR activities and facilities for a minimum of two (2) full games/matches. A second ejection in any sport within a calendar year results in a one (1) year suspension and the team will be placed on probation for the same amount of time.

Minors shall be escorted by their parent/guardian who are responsible for their actions and safety. Failure to leave may result in the player(s) or team being suspended from further participation and charges being filed with the authorities. Individual league rules further dictate penalties.

## **PROBATION**

Any person, players, or team ejected from a game for flagrant or unsportsmanlike conduct will be immediately placed on probation for the remainder of the season. Each individual and/or guardian or parents will be notified within 48 hours of the pending result via written and verbal communication. Shawnee County Parks and Recreation reserves the right to remove any individual or team from the league for such conduct or use other disciplinary action as deemed necessary. Any future problem caused by a player or team on probation will result in that player or team's status being reviewed as to further participation in league play. REFUNDS WILL NOT BE ISSUED FOR DISCIPLINARY ACTIONS.

## **PARTICIPANT CONTACT**

If it is determined that any participant/coach is deliberate in their actions such as inflicting harm, threatening words or action, striking or hitting someone (even if the opponent initiates), deterring any official or SCPR staff from their assigned duties or any actions deemed inappropriate will result in an immediate ejection and one year suspension from SCPR programs and facilities.

## **PARTICIPANT RIGHTS**

A player has the right to file a protest within 24 hours with the athletic office. Those choosing to do so shall stop by the athletic office and fill out the proper paperwork. Once the protest is complete and submitted to the athletic staff a hearing will be scheduled within 10 business days. The athletic supervisor will appoint a three (3) member board who will hear all issues at hand and determine the outcome. Once the decision has been made, the player and coach/manager will both be notified. During this time, the player remains expelled from programs and facilities.

A lifetime suspended player/team may apply for reinstatement in the same matter as stated above. After a hearing is completed and if the board decides that the player/team is reinstated then it will occur at the start of the next season, but the player/team will remain on lifetime probation. Any further disciplinary action will result in the immediate revocation of eligibility and implementation of the lifetime suspension. No two (2) members suspended from the same team and on probation may play on the same team once reinstated to SCPR programs and facilities.

## **PROTEST**

A protest must be handled in the following manner or they will not be accepted:

- ↳ The team making the protest must notify the official/umpire, scorekeeper and opposing manager at the time of the protestable call. Each of these persons must sign the official scorebook at this time.
- ↳ Within 24 hours a \$25.00 protest fee must be presented to the SCPR Athletic office with a written account of the protestable call. If the protest is upheld, the protest fee will be returned and the game replayed from the point of the protest if possible.
- ↳ Note: For Friday games, the deadline for filing is 1:00 P.M. of the Monday following the protest. If the protest is denied, the \$25.00 will be retained and the game becomes official.
- ↳ SITE SUPERVISORS, SCOREKEEPERS, OFFICIALS/UMPIRES OR CONCESSION WORKERS WILL NOT ACCEPT PROTEST FEES.

**APPEALS** (Refer to the current Rule Book of each respective sport).

### **OTHER DISCIPLINE PROCEDURES AND DEFINITIONS**

League Suspension- a player/team is suspended from further participation for remainder of the scheduled league play in that sport season.

Lifetime Suspension- a person/player/team is suspended from participation in all county leagues or sponsored leagues for a period of not less than two (2) years from the conclusion of their suspension. After the two (2) year period, they may apply for reinstatement. A letter must be filed with the Athletic Supervisor requesting their status be evaluated. The Athletic Supervisor will appoint a three (3) member Reinstatement Board to review the request and vote on reinstatement. If an individual is reinstated to participate, he/she will remain on lifetime probation and any further problems with that individual will result in the immediate revocation of eligibility and the implementation of the lifetime suspension penalty. No two (2) members from a team that was issued a lifetime suspension will be permitted to play on the same team once reinstated to county leagues.

### **BLOOD RULE**

If at any time an official/umpire ceases play because of blood on the uniform, body, or facility, the person involved should seek immediate attention. The area should be clean prior to resuming play by staff and/or officials. Once the bleeding stops or a change of uniform is provided the participant may resume play. There is no penalty for alternate colored uniform or lack of a number in this case. It is the official's discretion if the game is delayed so as to ask the player to leave the game and provide any substitute. Regular re-entry may occur and a team may play short-handed if necessary in the short term. We recommend coaches carry a first aid kit.

**SPORT SPECIFIC CONDUCT** - The following Sport Specific Conduct policies will be in effect January 2013.

### **BASKETBALL**

KSHSAA technical foul rules apply. Any TECHNICAL foul will result in two free throws for the opposing team plus possession of the ball.

The following are team technical fouls and not considered individual technical fouls (do count as total fouls):

- 1) Uniform violations
- 2) Scorebook violations
- 3) Crowd conduct

Any player who receives ONE (1) UNSPORTSMANLIKE technical foul will be ejected from the game and suspended for a minimum of TWO (2) additional games from all SCPR activities or facilities. Any player receiving TWO (2) UNSPORTSMANLIKE technical fouls which results in TWO (2) ejections during the season will be suspended for the remainder of the season. The player and team will be on probation for a full year from the date of the most recent incident and any ejection will result in expulsion from SCPR programs and facilities

## **SOFTBALL/BASEBALL**

Any player who receives ONE (1) UNSPORTSMANLIKE violation will be ejected from the game and suspended for a minimum of two (2) additional games from all SCPR activities or facilities. Any player receiving TWO (2) ejections during the season will be suspended for the remainder of the season. The player and team will be on probation for a full year from the date of the most recent incident and any ejection will result in expulsion from SCPR programs and facilities.

Unsportsmanlike behavior may include hitting the ball back up the middle, throwing at an opponent's body or head, or tactics employed noticeably designed to delay or make a mockery of the game or team or inflict harm. In any case the person involved and the coach/manager face possible ejection/probation.

## **VOLLEYBALL**

Any player who receives TWO (2) UNSPORTSMANLIKE violations will be ejected from the match and suspended for a minimum of two (2) additional matches from all SCPR activities or facilities. Any player receiving two (2) ejections during the season will be suspended for the remainder of the season. The player and team will be on probation for a full year from the date of the most recent incident and any ejection will result in expulsion from SCPR programs and facilities.

## **FLAG FOOTBALL**

Any player who receives TWO (2) UNSPORTSMANLIKE penalties will be ejected from the game and suspended for a minimum of TWO (2) additional games from all SCPR activities or facilities. Any player ejected in more than one game during the season will be suspended for the remainder of the season. The player and team will be on probation for a full year from the date of the most recent incident and any ejection will result in expulsion from SCPR programs and facilities.

## **HOCKEY**

Any player who receives TWO (2) GAME MISCONDUCT penalties will be ejected from the game and suspended for a minimum of TWO (2) additional games from all SCPR activities or facilities. Any player ejected in more than one game during the season will be suspended for the remainder of the season. The player and team will be on probation for a full year from the date of the most recent incident and any ejection will result in expulsion from SCPR programs and facilities.

## **SOCCER**

Any player who receives ONE (1) RED CARD or TWO (2) YELLOW CARD penalties will be ejected from the game and suspended for a minimum of TWO (2) additional games from all SCPR activities or facilities. Any player ejected in more than one game during the season will be suspended for the remainder of the season. The player and team will be on probation for a full year from the date of the most recent incident and any ejection will result in expulsion from SCPR programs and facilities.

## **YOUTH SPORTS/ RENTALS/USER GROUPS**

**This includes SCPR leagues, rentals, or associations and organizations utilizing County property. Examples include but are not limited to: SCABA/SCGSA/HPB/DSA/PAL/middle or high school games/weekend tournaments/senior leagues.**

Coaches, parents and fans are held to the above standards. Any player, coach, parent or fan receiving TWO (2) ejections during the season will be suspended for the remainder of the season. In addition, the player, coach, parent or fan AND team will be on probation for a year. Any ejection during this period will result in an expulsion for a year from programs and facilities.

## **COMMUNITY CENTERS AND SCHOOL FACILITIES**

The locations in which we offer sports and programs including parkland do have further guidelines/policies in place that will be taken into account should issues arise. Any party renting our facilities will be made aware of

SCPR discipline procedures as well. Anyone ejected during a weekend tourney will be subject to the above suspensions during league play as well as tournament play. **The above rules will apply to those rentals/user groups that facilitate any such sport or activity at SCPR facilities. The point of contact shall inform the person involved and SCPR of violations within 24 hours. Failure to do so may result in suspension of rentals.**

### **GENERAL CONCLUSION**

Additional rules or penalties may apply to each individual or team pertaining to the sport in which they are participating. Some rules and penalties carry over from one sport to another including facilities. Individual circumstances may be evaluated separately.

Violating conduct or rules may warrant further action by Shawnee County. All questions and comments should be directed to SCPR Athletics at [prathletics@snco.us](mailto:prathletics@snco.us), 785-286-3358 or 785-368-3808. We will assist and direct those in question to the appropriate rules, individual or board, policy, or County resolution.

**No refunds or credits are issued to a team or player for any unsportsmanlike behavior. A team with two player ejections in the same season will forfeit eligibility for post season certificates.**