

# **South Puget Sound Junior Football League**

## **Standing Guidelines**

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## **OBJECTIVES OF SOUTH PUGET SOUND JUNIOR FOOTBALL LEAGUE**

1. TO INSPIRE YOUTH, REGARDLESS OF RACE, COLOR, OR CREED, TO PARTICIPATE IN A VIGOROUS AND ENTERTAINING ACTIVITY.
2. TO BRING OUR YOUTH CLOSER TOGETHER THROUGH THE MEANS OF A COMMON INTEREST IN COMPETITIVE TEAMWORK, FAIR PLAY AND FELLOWSHIP.
3. TO ACQUAINT CHEERLEADERS WITH THE FUNDAMENTALS IN ORGANIZED CHEERING AND DANCE ROUTINES.
4. TO TEACH PLAYERS THE FUNDAMENTALS OF THE GAME WHILE EMPLOYING THE ELEMENT OF SAFETY AND INTELLIGENT SUPERVISION.
5. TO TEACH SPORTSMANSHIP IN DEFEAT AS WELL AS VICTORY, HONESTY OF ONESELF AS WELL AS TEAMMATES AND COACHES, AND LOVE OF THE GAME WITH THE ABILITY TO TAKE A FEW KNOCKS AND BUMPS.
6. TO KEEP THE WELFARE OF OUR YOUTH FIRST, FOREMOST, AND **ENTIRELY FREE OF ADULT LUST FOR GLORY.**

### **Article I: COMPLIANCE**

1. All participants in this league shall adhere to all rules set forth herein.

A. Participants are defined as all league individuals and franchises, including all franchise participants and members.

B. Franchises are limited to:

Auburn Junior Football Association - Panthers

Benson Junior Football Association - Bruins

Enumclaw Athletic Association-Wolverines

Federal Way Junior Football Association - Hawks

Kent Junior Football and Cheerleading- Knights

Maple Valley Junior Football Association-Raiders

Puyallup Junior Football Association-Rough Riders

Southwest Athletic Club (SWAC) - Cougars

Valley Football and Cheer Association of Sumner-Wolfpack

\_\_\_\_\_ - Left open for possible new team, to be determined

C. Membership will be limited to the above named ten (10) Franchises for the **2011** season.

2. Hereafter in these rules the South Puget Sound Junior Football League Board of Directors shall be referred to as the "League" or the "Board of Directors."

3. All rulings and/or interpretations of these Standing League Rules by the Board of Directors shall be final and are not subject to argument or appeal by any participant except when in contradiction to, and/or violation of the Constitution of the South Puget Sound Junior Football League and/or Robert's Rules of Order.

4. Rule changes must be approved by a 3/4 majority vote.

5. Proposals for rule changes will start January 1 and go through the March meeting. Changes will be voted on at the April meeting.

6. Rule changes will be initiated by a motion or amendment from any member of the South Puget Sound Junior Football League Board or pre-approved franchise designee in attendance during any scheduled league meeting within the rule change period and discussed by all individuals in attendance prior to voting.

A. Rule change proposals must be submitted in writing. The format will be the existing rule as it stands followed by the proposed change. The requesting party will provide a copy for each board member and franchise representative.

B. Franchise representatives, subject to Paragraph 4, are the only voting members on motions or amendments concerning Standing Guidelines, By-Law, and policy changes.

7. New franchises must be proposed or submitted no later than the scheduled January League meeting. Presentation of a Financial Statement will be required at that time. New franchises when admitted to the

South Puget Sound Junior Football League shall be on probation for three (3) years with no voting privileges for the first year.

8. Compliance of the rules will be ensured by the Board of Directors. Any franchise not in compliance will be subject to suspension, probation, or expulsion from the South Puget Sound Junior Football League.

9. All South Puget Sound Junior Football Executive Board members will be required to sign a permission form for a background check.

10. Coaches and participants as referenced herein include football and cheer coaches, assistant coaches, players, cheerleaders, franchise league directors, their staff, parents and anyone involved or in attendance. This is applicable to all coaches, players, and participants' rules and disciplinary action(s).

11. The franchise representatives shall elect the officers of the Board of Directors.

A. To run for a position, your name must be added to the ballot at the October League Meeting.

## **Article II: EFFECTIVE TENURE**

1. The rules will remain in effect until changed or modified. No rule changes will be made during the period of May 1st through December 31st of each year.

## **Article III: AMENDMENT PROCEDURE**

1. Any rule or article may be amended by a **2/3** majority vote at a regularly scheduled meeting except when in conflict with Article II. All rule changes shall become effective immediately upon approval and publication.

## **Article IV: AGES AND WEIGHTS**

1. All players must meet the following criteria to participate in the South Puget Sound Junior Football. It will be the responsibility of each franchise to verify that their players meet the age and weight requirements.

A. Players that do not exceed the maximum weight requirement by more than 5%, may be certified and added to the official League Roster of a team. Overweight players who do not exceed 10% of the maximum required weight and have no other team to advance to by reason of age may practice with their respective teams. However, they may not play in any game until they meet the specified, official weight limits as set forth below. Over weight players who fail to meet the initial weight requirements at the first game will be allowed to play in a game the week they meet the combined initial weight requirement and growth factor.

B. All players certified and on an Official League Roster may practice with their respective team, but will

not be able to play in any regular or post season game unless they pass the pre-game weigh in.

C. Players must be present and eligible to play in at least four (4) regular season games to be eligible to play in League playoffs or championship game.

D. Ages and weights may be reviewed and changed only during even numbered years starting with the year 2012.

2. Eighty Niner Qualifications:

A. All players play at the age they are on July 31.

B. Seven-year olds may participate in the 89'er program at the discretion of each franchise.

C. 7 years old.....no minimum to 95 lbs.

8 years old.....no minimum to 85 lbs.

9 years old.....no minimum to 75 lbs.

3. Sweet Pea qualifications:

A. All players play at the age they are on July 31.

8 years old.....86 lbs to 115 lbs.

9 years old.....76 lbs to 105 lbs.

10 years old.....no minimum to 95 lbs.

11 years old.....no minimum to 75 lbs.

4. Bantam Qualifications:

A. All players play at the age they are on July 31.

9 years old.....106 lbs to 125 lbs.

10 years old.....96 lbs to 115 lbs.

11 years old.....76 lbs to 105 lbs.

12 years old.....no minimum to 90 lbs.

5. Midget qualifications:

A. All players play at the age they are on July 31.

10 years old.....116 lbs to 145 lbs.

11 years old.....106 lbs to 135 lbs.

12 years old.....91 lbs to 125 lbs.

13 years old.....no minimum to 110 lbs.

6. Pee Wee Qualifications:

A. All players play at the age they are on July 31.

11 years old.....136 lbs to 170 lbs

12 years old.....126 lbs to 160 lbs

13 years old.....111 lbs to 150 lbs

14 years old.....no minimum to 140 lbs.

7. Junior Qualifications:

A. All players play at the age they are on July 31.

12 year old.....161 lbs to 180 lbs

13 year old.....161 lbs to 170 lbs

14 year old.....141 lbs to 165 lbs

15 year old.....no minimum to 155 lbs

Junior Weights to be re-visited at time of Junior Division Return.

8. Physically Handicapped:

A. Children with impaired motor skills such as Muscular Dystrophy, Cerebral Palsy, Prosthesis, etc. can, at the option and expense of their parents or guardians, go through a sports medicine clinic approved by the League and receive the doctor's release. After reviewing the findings of the sports medicine clinic, the South Puget Sound Junior Football League Board of Directors is empowered, at their discretion, to allow these children to play down one (1) level from their regular age and weight grouping.

## 9. Growth Factor:

A. Official weight must be met at each game. Certification weight must be met on certification day. An over-weight player will be eligible for additional growth factor weight after the first regular season game, regardless of the weight recorded on the certification day. Additional weight allowed in each division is one (1) pound each week starting with the first game of the season. (See weekly weight chart).

B. Any player that has not reached the minimum weight requirement by last chance weigh-in, will be deemed an ineligible player. He/she will not be placed on a roster, participate in practice, scrimmage games or scheduled League games.

C. Uniform allowance will be:

Eighty Niners / Sweet Peas 8 lbs

Bantams / Midgets 9 lbs

Pee Wees / Juniors 10 lbs

10. Cheerleaders will not be held to the age requirement of 7 year old minimum. It will be at the discretion of each franchise to have younger participants. They will be held to the maximum of 15 years.

11. Nothing in the standing guidelines prohibits a franchise from participating in a competition with a grade or age based youth football organization, as long as league insurance coordinator is notified at least 72 hours prior.

## Article V: REGISTRATION FORMS AND ROSTERS

1. Official South Puget Sound Junior Football League Registration forms will be completed by the franchise prior to the player having contact. All entries will be completed, except official weight. If the name the child usually goes by is not the same as on the birth certificate, both names will appear on the registration form and be appropriately indicated as "birth" name and "use" name. Any registration form not done correctly will be returned to the franchise. These forms will be used by the League for initial weigh-in and certification onto the official League roster. Registrations will be collected through the season; however, initial weigh-in certification will be completed by the league at the predetermined date. The form will be in at least two (2) copies, with the original being kept by the League after official weigh-in and certification. The second copy is a receipt that the player is certified and will be retained by the Franchise to ensure the player is on the official South Puget Sound Junior Football League roster. The second copy will be returned to the Franchise at the time of certification. This form is the **ONLY** proof that the franchise can use to show the player was weighed in and certified, in the event an Administrative Error (see Administrative Error as

described in Paragraph 12) occurred. Only players whose names appear on the roster as of the official weigh-in will be certified and weighed-in, and eligible to play in league games. Players that sign up after the official weigh-in will be certified and weighed-in and added to the official roster after the completion/participation in 4 practices.

- A. Weigh-in dates for each team will be set by the league. Any team may give the league Secretary twenty- four hours notice and request to weigh in a player between August 1<sup>st</sup> and the last chance weigh-in. The player will be required to travel to the designated league weigh in location.
- B. Last chance weigh-in will take place on the Wednesday before the first game.
- C. For league certification, once a player steps on the scale, he will be placed on the appropriate team based on age and weight. Each player will step on the scale ONE TIME.
- D. League Certification will be conducted with a league representative present.**

2. Official South Puget Sound Junior Football League Certification Form must be completed by the franchise in order for coaches be included on the official team roster. Coaches must meet all requirements in Article XV in order to be an approved Head Coach.

3. All official rosters will be distributed by the League prior to the first scheduled game, and updated after the third week of the season. The rosters will include names of all football players, cheerleaders and coaches. Before the final rosters are distributed, a list of Franchise Board members, officers and coaches to include addresses, email addresses and phone numbers; a NOCSAE letter, and a Statement of Understanding, signed by all coaches and franchise board members will be turned in to the SPSJFL Secretary.

4. Each team must have a coach or representative present at certification weigh-in to verify players and their numbers. The roster will be on a standard League furnished form, according to age, in alphabetical order. Rosters will be certified by the League and one (1) copy returned to the franchise as a proof of certification. Rosters will include the coaches and assistant coaches.

5. The League will furnish to each franchise a delimited file (Roster File), in spreadsheet form, to contain all the information required to generate the roster that will be distributed to all franchises prior to the first scheduled game. It shall be the responsibility of each franchise to enter the data in the required fields and transmit the data back to the League in advance of the meeting designated in Art. V. Sec. 3 (b). It shall be the responsibility of each franchise to insure compatibility of the League file with the franchise's operating system and software, and with the League's Master Roster file.

6. The League shall hold a meeting at a mutually agreed upon time and venue for the purpose of verifying registration forms, confirming the accuracy of submitted electronic records by each franchise and the merging of franchise electronic records into a Master League Roster. This meeting shall take place. This meeting shall take place prior to the first scheduled game of the season. It shall be the responsibility of

each franchise to deliver their registration forms and a completed and accurate version of the roster file to this meeting. The failure of any franchise to supply its registration forms and a complete and accurate version of the electronic file at this meeting will be subject to forfeit 1st game or a \$500.00 fine or both. This includes Cheer.

7. No player will move from a team roster after certification.

8. An eligible player is a football player who has been certified, weighed in, and is on the official roster or a cheerleader who has been certified and is on the official roster. Any participant found to be ineligible will result in forfeiture of any games or competitions in which he/she was a participant.

9. In the event, the eligibility of any player is challenged, a formal written complaint must be submitted to the Athletic Director with copies to each member of the South Puget Sound Junior Football League Board of Directors within forty-eight (48) hours if a protest is made.

A. A protest fee of \$50.00 must accompany the protest. If the protest is not allowed, the \$50.00 fee shall be forfeited to the South Puget Sound Junior Football League general fund. If the protest is upheld the \$50.00 will be returned to the franchise.

B. The League may challenge the eligibility of any player at any time, except during the course of a game.

10. The maximum of seven (7) teams (one in each division including cheer) is allowed for each franchise. A minimum of fourteen (14) eligible players must be on the roster at the time of the last chance weigh-in or there will be no team. Cheerleaders will not be held to the fourteen (14) player minimum.

**EXCEPTION: Any team with less than twenty (20) players on the roster at the time of certification weigh-in may apply to the Board of Directors IN WRITING for an extension to fill the roster. If the Board of Directors approves the extension, the applying team will be granted an extension period. The extension period will end on the Wednesday before the second scheduled game including byes.**

11. After a player becomes a member of a franchise, he/she cannot play for another franchise without written release from the first franchise. A player who does not play for one (1) year is free to play for any franchise. No more than one (1) member of a team may transfer to another franchise (unless the child has moved), without prior approval from the League. No player may leave a franchise and play for another franchise if he/she owes the first franchise money or equipment.

12. A registration form, approved by the League, must be submitted to League each year at the official weigh-in for each child participating in the program. If a player changes franchises, the new franchise, must obtain the registration form from the releasing franchise.

13. The Secretary of the League will furnish each franchise with an official roster of every team in the South Puget Sound Junior Football League. These rosters shall be used for pre-game weigh-ins. After the final official weigh-in, if a participant does not have an official document of birth date on file with the League, an asterisk will appear next to the child's name on the roster, signifying that an official document

proving date of birth must be presented at each subsequent pre-game weigh-in.

A. The PSJFL will accept a photocopy of a certified "Live Birth" certificate or passport if the photocopy is signed by a franchise board member, indicating that the board member reviewed the certified copy (a certified copy has a raised seal or watermark).

14. When an Administrative error occurs (Administrative Error is defined as follows)

A. An Administrative Error is a mistake that has been committed by, and is the sole ownership of the Board of Directors.

1. Inadvertent omission of an Eligible player (as described by Article V, Paragraph 6) from his/her correct division roster

2. Placement of an Eligible player on an incorrect division roster

3. Placement of an Eligible player on an incorrect franchise roster

4. Incorrect jersey number recorded on roster for an Eligible player

5. Incorrect age recorded on roster for an Eligible player

6. Incorrect weight recorded on roster for an Eligible player

7. Transposition of "Birth" name and name Eligible player uses (as described in Article V, Paragraph 4)

8. Mis-spelling of Eligible player "Birth" name or "Use" name

The Board of Directors has the authority to certify, de-certify or re-certify a player.

15. Failure of a franchise to ensure the submission, to this League, accurate, correct paperwork and the proofreading of that paperwork (including roster), is solely the responsibility and ownership of that franchise as is the rationale/explanation to its player/participant(s).

## **Article VI: TURN OUT**

1. Sign-ups will be allowed on an ongoing basis. Each franchise will have the authority to sign up prior and/or new participants in the program and may accept funds for registration of said participants at anytime. Sign-up for the current season will end at the second pre-season weigh-in except as allowed by Article V, Paragraph 1. Franchises SHALL NOT MAKE ANY EFFORT to sign-up or contact participants of

other franchises with-in the League for the purpose of registration.

2. No team shall have an organized turn out or any form of training before August 1st.

A. Flag Football/camps in the off season are not organized turnout as long as it is open to the public. Franchises wishing to run flag programs/camps must notify the league at least one league meeting before the event.

3. Conditioning may not start until August 1st. NO contact of any form will be allowed prior to six (6) hours of conditioning (minimum of three (3) days). Use of a football and football helmet is permitted prior to equipment use.

4. Conditioning or practice sessions shall not exceed two (2) hours in any one day nor may practice sessions be conducted more than five (5) days in a regular week (Monday thru Sunday).

5. Practice is at the discretion of the franchise. However, no practice shall last past 9:00 p.m. in all divisions, except Playoff and Championship situations, not to exceed two (2) hours.

6. Uniforms and pads may be issued prior to contact, but will not be worn until three (3) days (six (6) hours total) of conditioning has been accomplished.

7. Try out for the purpose of cutting will not be permitted.

8. All franchises will use the approved standard South Puget Sound Junior Football League registration form.

9. The maximum number of players on a roster shall be left to the discretion of the franchise.

10. No child in good standing shall be denied participation in a SPSJFL sponsored event, (playoffs, Championships, to include cheer), for missing any practice(s) for the following reasons:

School Sponsored Event, Church Sponsored Event, Family Event or Emergency, Community Volunteer Work, Medical illness or Injury. It will be left to the discretion of the franchise if a child with unexcused practices will be allowed to participate in SPSJFL sponsored events.

## **Article VII: INSURANCE**

1. No franchise may hold practice sessions, workouts, scrimmages, or games without adequate accident and liability insurance, with liability insurance coverage to include coaches, players, cheerleaders, franchise and South Puget Sound Junior Football Executive Board Officers, and franchise volunteers using 1997 insurance coverage as a model. This insurance will include the South Puget Sound Board of Directors if franchises go with the same insurance company.

2. Insurance will be supplied by South Puget Sound Junior Football League. The first half of the premium to be paid by August 1st and the balance paid one (1) week prior to the first scheduled game. If a franchise cannot provide the balance of insurance fees prior to the first schedule League game, that franchise shall not participate until such fees are paid.

3. Insurance Coordinator(s)

A. Each franchise shall have one (1) person designated to be responsible to track/handle insurance claims, injuries, etc.

B. If any player or cheerleader is removed from practice or game situation by ambulance, the franchise Insurance Coordinator will notify the South Puget Sound Junior Football League Insurance Coordinator as soon as possible.

4. In instances where services/late charges are accrued to insurance claimant's account because of franchise negligence, those fees will be the responsibility of that franchise.

5. South Puget Sound Junior Football League shall be required to carry Directors' and Officers' coverage. Said coverage to be purchased by South Puget Sound Junior Football League.

**Article VIII: EQUIPMENT**

1. The League has adopted and approved the following footballs:

- A. For Bantams, Midgets and Pee Wees:  
**Baden F-200/F8R, Baden FC-500Y/F70CY, Baden F70CY and Baden FC-250-01/FX250**
- B. For 89ers and Sweet Peas:  
**Baden F-100/F6R, Baden FC-500JR/F70CJR , Baden F70CJR and Baden FX-150-01/FX150**
- C. For 89ers only:  
**Baden FC-500PW/F70CPW or Baden F70CPW/F70CPW.**

2. Each franchise will have at least two (2) game balls, and the home team is responsible for furnishing game balls during the regular season. The visiting team may, at their option, furnish and use their own game balls, provided they meet the specifications set forth in Section 1 above. At, Playoffs and Championships, the host franchise(s) are responsible for having game balls available. The participating teams may, at their option, furnish and use their own game balls, provided they meet the specifications set forth in Section 1 above. Failure to comply may result in forfeiture of the game.

3. Mouth guards shall be attached to helmet. (Exception; mouth guards supplied by dentist(s) without strap may be used).

- 4. South Puget Sound Junior Football will be exempt from the Jersey numbering system outlined in the National Federation High School Rules. However, the franchises must ensure they have only one (1) number per player, per team. They must also notify opposing team of number changes at weigh-in or during game, if jersey is torn. Failure to do so could result in forfeiture of the game.
- 5. There will be no loose apparel or excess hair in the head, neck and shoulder areas.
- 6. A NOCSAE warning sticker must be visibly affixed to each helmet.
- 7. Each franchise's uniform colors must be registered with the South Puget Sound Junior Football League.

Auburn.....	Blue/Gold
Benson.....	Black/Gold and White
Federal Way.....	Black/Orange/White
Kent.....	Scarlet/Black/Silver
SWAC.....	Red/White/Blue
Enumclaw.....	Burgundy/Black/White
Maple Valley.....	Royal Blue/Gold/White/Silver
Puyallup.....	Cardinal/Vegas Gold/White/Black
Valley.....	Scarlet/Black/White

- 8. All teams shall have a medical kit, water and ice on the playing and practice field(s) at all times, including cheerleaders, as per approved list.
- 9. Athletic tape may be worn only for injuries, or to hold equipment in place as described in the NFHS Football Rules.
- 10. Wristbands as described in the NFHS Football Rules will be allowed.

**11. Franchises will not be required to have home and away jerseys as required by the National Federation of High School Rules (NFHS)**

**Article IX: PLAYING FIELDS AND RULES**

1. With the exception of South Puget Sound Junior Football League Standing Rules, the National Federation High School Rules **will serve as guidelines** for practices and games of this League. Cheerleaders will follow the guidelines under the Washington Interscholastic Activities Association (WIAA).

A. All in league activities held within the South Puget Sound Junior Football League's area require 72 hour notification to the League Insurance Coordination prior to participation.

B. Medical coverage is only in effect during the designated playing season, July 15 to December 31, for participants. Any activity that requires medical coverage for participants outside of the above dates must be requested fifteen (15) days prior to the activity, at an additional cost to the participating franchise.

2. Playing field shall be as described in the official rule book, unless approved by the South Puget Sound Junior Football League.

3. Both teams will be afforded the same opportunities to all facilities and equipment.

4. If playing fields are not fenced from spectators, fields shall be roped off for both teams. Areas involved shall be from end zone to end zone and shall have a minimum of ten (10) yards clearance from sidelines, where applicable. The end zone will also be roped off with a minimum of ten (10) yards clearance, where applicable. Any field not in compliance must be approved by the South Puget Sound Junior Football League.

5. Only football players, cheerleaders, their approved coaches, game officials, emergency medical personnel, chain crew, ball persons, franchise and league board members are allowed outside the spectator areas. (Coaches must sign a Statement of Understanding to be approved.)

A. Parent or guardian of an injured player or cheerleader may be allowed outside the spectator areas at the discretion of the game officials.

B. Any person(s) filming, or video recording games and/or cheers must obtain prior approval from the SPSJFL Board of Directors to be outside of the spectator areas.

6. All quarters shall be eight (8) minutes stop clock with three (3) exceptions:

A. Midgets, Bantams, Pee Wees, and Juniors games will be ten (10) minute stop clock. Each home team will provide a chain crew and one (1) adult to operate the clock, unless the time clock operator is provided by the facility.

B. Add a fifth (5th) quarter with a ten (10) minute running clock or a twenty (20) minute running clock if time and facilities allow, five to ten (5-10) offense and five to ten (5-10) minutes defense for 89'ers, Sweet Peas, and Bantams to be played during the half-time, and allow Coaches on the field with the players to provide positive guidance and additional coaching/instruction when necessary. With the 5th quarter an

additional amount of five (5) minutes will be necessary for a rest period. Fifth quarter shall be mandatory for Eighty-Niner, Sweet Pea, and Bantam teams, but may be omitted from any Eighty-Niner, Sweet Pea, and Bantam game due to the lack of players. This constitutes quality playtime for the purposes of **Article XVI Section 2(A)**.

7. Points after touchdowns are as follows:

A. One (1) point for run or pass.

B. Two (2) points for kick.

8. The following overtime rules apply;

A. If regulation time of a scheduled League or make-up game ends in a tie, there will be a maximum of two (2) overtime periods. There will be one (1) coin toss. The coin toss winner selects to start on offense or defense, the loser chooses which goal to be used. For each subsequent overtime the choice shall alternate. The first overtime will be four (4) downs for each team, played from the ten (10) yard line. The second and subsequent overtimes will be from the five (5) yard line.

B. If regulation time for a Playoff or Championship game ends in a tie, there will be no limit of over-time periods.

9. All Playoff and Championship games will be played in a stadium with synthetic turf.

10. Franchise duties for Playoff and League duties for Championship games will include but are not limited to the following'

A. Securing Stadium

B. Providing Announcers

C. Providing Security

D. Providing an Adult Chain crew

11. Schedule for franchises to host Playoffs & Championships is as follows;

A. To be drawn at the March League meeting & confirmed at April meeting.

B. Franchises will become eligible for hosting upon satisfying the requirements of **Article IX Sec. 11**.

C. The names of all eligible franchises will be placed in a hat with a random draw to determine a primary and alternate. The prior year's host will not be considered until all other franchises have declined.

12. In the event that a game finishes early the next scheduled game will start within 5 minutes after the completion of the previous game: however, games may not start more than 15 minutes before scheduled starting times.

13. Each team will be allowed to have two (2) ball-persons. Ball-persons and/or water-persons will not be allowed on the field during plays. They will remain on their respective sides(s) of the field and wear identifying attire.

14. Only players that are certified on an official league roster will be allowed to play in the 5th quarter.

15. Season will consist of an eight (8) game league schedule with one bye week per franchise.

### **Article X: PLAYOFFS**

1. Conference winner will be determined by best win/loss record.

A. Tie-breakers as follows;

1) Head to head in regular season

2) Coin toss to determine Playoff seeds 1 and 2. These teams will be declared division co-champions.

2. Playoff teams will be matched or positioned based on season standings.

A. 1 and 4

B. 2 and 3

### **C. THREE TEAMS FOR TWO ENTRIES**



- Draw for A, B, & C will be conducted by the League President.
- Games consist of two 8 or 10 minute quarters. Ties are broken per League rules.

- If C wins game #2, then C is #1 division entry; loser of game 2 is #2 division entry.
- If C loses, Division entry C then plays loser of game #1 for the #2 division entry.

## **Article XI: TROPHIES**

1. A Championship traveling trophy will be awarded to the League Champion. This trophy will be returned to the League prior to October 1st, for preparation and presentation to the next winner.
2. Division championship trophy will be awarded to the regular season first place team at playoffs.

## **Article XII: LEAGUE FEES**

1. A league fee approved by vote must be paid by each franchise before the first scheduled game, regardless of the number of teams. There shall be no league games played prior to fees being paid. Team Rosters will not be handed out the Friday before the first scheduled game, unless these fees are paid in full. If this fee does not cover expenses for the League, an assessment will be made to each franchise later in the season.

## **Article XIII: LEAGUE OFFICIATING**

1. A franchise may protest a game or Cheerleader Championships in the following manner;

A. The protest of a game must be submitted in writing to the South Puget Sound Junior Football League Athletic Director with copies to the other members of the South Puget Sound Junior Football League within forth-eight (48)hours after the game.

B. A judgment call by an official or cheerleader Championship judge CANNOT be protested. All protests must be accompanied by the required \$50.00 as stated in Article V, Paragraph 5, Sub-paragraph A.

2. Film/video tapes cannot be used for the purpose of a protest, but may be used for disciplinary action by the South Puget Sound Junior Football League Board of Directors.

3. The decision of the South Puget Sound Junior Football League on all protests shall be binding and not subject to an appeal.

4. All levels of play will have three (3) paid officials scheduled throughout the course of their games. There will be three (3) paid officials for all Playoff and Championship games.

5. Games will be scheduled in the following order: Pee Wees, Midgets, 89ers, Sweet Peas, Bantams, Juniors.

6. Paid officials with children in the program are not eligible to officiate any game(s) that involves the franchise of which they are members. In the event of an emergency, when paid officials are not present, both teams, if they elect to do so, can play the game with substitute officials or volunteers. The game cannot be protested because of officiating. If the two (2) franchises do not agree on the officials, the League Athletic Director will re-schedule the game. The home team will provide the field for the make-up game, if possible. If the game is played without the correct number of officials, the game(s) stands as played.

A. All game officials shall report their names to any League member at the start of each game.

7. Game reporting will be as follows:

A. When calling in scores, report the number of officials present and only extreme problems with officials.

8. A franchise representative may, in behalf of his/her franchise, protest any official at a regularly scheduled League meeting and make a motion that this individual not be allowed to continue officiating at any League games. If passed by a three fourths (3/4) majority, the South Puget Sound Junior Football League will submit this information to the Officials Association so they may take appropriate action. If a formal protest is received prior to the regularly scheduled Officials Association meeting, they will endeavor to act before the next scheduled game.

#### **Article XIV: WEIGH-IN**

1. All players will be officially weighed-in prior to entering each game. Players present thirty (30) minutes prior to the scheduled game time are eligible for pre-game weigh-in, unless approved by both franchises and provided that the child has at least five (5) minutes warm-up exercising prior to entering the game. Any player arriving late may be weighed-in at half time. During Playoffs and Championships all players must weigh-in thirty (30) minutes prior to scheduled game time.

A. Players will have ONE opportunity for official game weigh in.

2. All players must be on an official South Puget Sound Junior Football League Roster by name, age, and qualifying weight.

3. All players are required to play in the required uniform and equipment that they wore while weighing-in. No change of required uniform/equipment is permitted after weigh-in.

4. Weigh-in shall be in the required uniform and equipment, less helmet. Helmets will not be allowed in the weigh-in area. Per National Federation of High School Rules, this includes soft knee pads, hip pads with tailbone protector, shoulder pads, thigh guards, shoes, matching team color socks, jersey and pants, which cover the knee.

A. Additional protective gear, per Article XIX Section 2, may be added after weigh in **AT** the scale.

5. Coaches and parents shall not be present or in the immediate vicinity of the scales at weigh-in. Weigh-in shall be by any franchise representative only. A head coach can be present at the League's Official weigh-in only.

6. There will be a fifteen (15) ounce leeway at weigh-ins.

## **Article XV: FRANCHISE DUTIES**

1. It is each Franchise's responsibility to complete the South Puget Sound Junior Football League registration form and ensure that every player is on his or her correct roster with the correct jersey number and weight.

2. Each member franchise shall have a representative at all meetings of the South Puget Sound Junior Football League.

A. Failure of that representative to communicate/share information regarding League business, i.e. meeting dates, weigh-in schedules, game schedules, etc., is the sole responsibility of that franchise.

B. It shall be the responsibility of each franchise to ensure the mandatory participation of all head coaches and at least one assistant coach per team and franchise athletic directors, to be in attendance at a minimum of one (1) rules clarification meeting. The meeting will be scheduled by the league Athletic Director no later than the first full week in August. Time and place for meeting(s) will be determined at the June League Meeting.

3. Any franchise not represented at two (2) consecutive league meetings may have voting rights suspended and a \$100.00 fine imposed. If by the third (3rd) meeting the fine is not paid, an additional \$100.00 fine will be levied for each subsequent meeting missed. If a franchise continues a lack of participation, the franchise shall be subject to expulsion from the League.

4. Each franchise will submit a directory with the names, addresses, phone number and E-mail address (if available) of franchise officers and head coaches, to be turned in no later than the first regular season game of that season or that franchise will not participate in scheduled games until such directory is submitted to the Secretary of the League. If above condition cannot be met by the first regular season game, that franchise will contact the League.

A. For the purpose of notification of any League related business, including required notification of disciplinary measures or meetings, e-mail addresses may be used.

5. Each franchise shall submit a statement signed by all Coaches and Franchise Officers to the League acknowledging receipt of the South Puget Sound Junior Football League Standing Rules and penalties for violations. These statements must be submitted to the League no later than one (1) week prior to the first scheduled game or, in the event of a new coach, one (1) week prior to the first scheduled game coached by that coach. A violation of this rule will result in a \$150.00 fine and that franchise losing its voting

privileges for the remainder of the football year. In addition, a signed statement that all equipment is NOCSAE approved and a Statement of Understanding must be submitted by each franchise prior to participation in the first regular season game. This statement will also verify that, pursuant to mandate of insurance carrier all adult volunteers, coaches, board members, and helpers have undergone a League authorized background check, governed as follows:

A. Each volunteer will provide a signed League volunteer application prior to participation. All background check forms will include photo ID of the volunteer.

B. Each volunteer will submit to a Washington State Patrol background check.

C. Each volunteer will submit to a national background check, the provider to be determined by the league.

D. All costs for background checks will be the responsibility of the franchise, except for League Board members, which will be paid by the League.

E. Franchises will be responsible to hold such records for a period of five (5) years in a secure location.

F. Franchises are responsible to approve or deny each volunteer based on, but not limited to, minimum standards established by the League.

G. Franchises will be responsible for conducting WSP & National background checks on each board member, coach, & assistant coaches, team moms, and photographers/videographers. In no case will any volunteer be allowed to coach, have access to any practice field or other practice area, or any other activities with any player or cheerleader until Washington State patrol and national background checks are returned and approved. Automatic failure of this check and denial of office and/or coaching position will result if an individual has a conviction on their record for any of the following: **Any felony within the past 7 years; Any felony or misdemeanor crimes committed against children; felony crimes of Domestic Violence; convictions for sexually motivated crimes, regardless of age or degree.**

H. Any volunteer that has resided in any area not covered by a league approved background check agency will be required to produce any information or other materials that will facilitate the franchise/league to access records for background check.

6. Each franchise will provide a copy of their stadium or field rules of conduct to the League for distribution to the other franchises.

A. Each franchise will provide a copy of a map to their field or stadium, an address, and written directions to the League by August 1st for distribution to the other franchises.

7. Each franchise is responsible for its members whether at home or visiting.

A. Each franchise will ensure there are no displays of un-sportsman like conduct, i.e. rude gestures, profane language, fighting, or un-sportsman like signs or posters, or any action deemed a violation of the National Federation of High School Rules/South Puget Sound Junior Football Standing Rules by game officials or Puget Sound Junior Football Board member. This will include coaches, players, parents, and spectators.

B. Any unauthorized individual (parent, coach, players, spectator) walking onto the field or heckling an official from the sidelines could result in the possibility of the game official calling the end of the game in progress, as well as "calling" remaining games as set forth by Pacific Northwest Football Officials, Western Washington Football Officials and Greater Lakewood Athletic Officials.

C. Any violation of Article XV, Paragraph 7, Sub-paragraph A. and B. will result in forfeiture of said game(s) and a \$500.00 fine payable by Wednesday immediately preceding the next scheduled game. If fine is not paid, games will be played, but played as a forfeiture.

D. All franchises will endeavor to have a game clock visible to all involved parties.

8. If a franchise fails to field a particular team, it shall still be the responsibility of that franchise to provide a playing field for the visiting team, should a substitute game be arranged. The hosting franchise is responsible for providing a playing field for up to five (5) scheduled games.

9. Each franchise shall post all scores, number of officials and ejections for each of their weekly games not later than 10:00 P.M. Saturday night; or 10:00P.M. Sunday night if a Sunday game, to the League Athletic Director.

10. Each franchise will ensure that all teams show up for all scheduled games. Teams not showing up will be fined \$100.00 plus cost of officials and will be ineligible for Playoff competition.

11. No franchise shall give out any phone numbers of any South Puget Sound Junior Football League Board members(s) to any parent or coach. A monetary fine, determined by the League may be imposed.

12. Each member franchise will submit a set of the By-Laws for their franchise to the League or any other documents to be a member of the League.

## **Article XVI: COACHING RULES**

1. All Head coaches and one assistant coach will be required to attend an approved clinic or complete the online course conducted by the National Youth Sports Coaches' Association (NYSCA) or a clinic as directed by the South Puget Sound Junior Football League Board of Directors. The SPSJFL Board of Directors has the authority to waive this requirement.

A. Any approved coach who fails to be re-certified for two (2) consecutive seasons will be required to re-start the NYSCA series at the first year level.

B. Assistant coaches and the Board of Directors will endeavor to be NYSCA certified. All Head coaches, assistant coaches, staff and game managers are encouraged to attend a rules clinic conducted by the Officials Association and the South Puget Sound Junior Football League.

2. It is in the fundamental best interests of the South Puget Sound Junior Football League, its players, coaches, and members to insure that all players receive adequate playing time throughout the season. All Head Coaches, and ultimately the individual Franchises will be responsible to insure to the South Puget Sound Junior Football League and Membership the following:

A. A coach shall endeavor to play all players that are available, eligible, and physically and mentally able to participate.

B. In the event of a complaint to South Puget Sound Junior Football League regarding violations of this rule, it shall be the responsibility of the Franchise to respond to the complaint and provide valid reason why eligible participants did not receive playing time.

C. Sanctions to be imposed in violation of this rule will be the same as Section 8 of Article XVI.

3. The coach or any of the staff will refrain from use of tobacco products within thirty (30) feet of the players or cheerleaders on the playing fields and practice fields.

4. Coach and staff will not criticize players in front of spectators, but reserve constructive criticism for the appropriate time.

5. Coach or staff will accept decisions (on judgment calls) of the officials and/or cheerleader judge as being fair and called to the ability of the officials and/or cheerleader judges, however, not a rule book call. Coaches will remember that the majority of these officials are inexperienced and not journeymen.

6. Coach or staff will not criticize the opposing team, coaches or fans by word of mouth or gestures.

7. Coach or staff will refrain from the use of abusive or profane language before anyone connected with the game.

8. Beginning in the second half, if the point differential is 45 points or greater, the following game ending procedure will be in effect:

The game clock shall run continuously for the remainder of the game except for an official's time-out that is a delay of more than 30 seconds such as injury, delayed equipment repair, coach-referee conference, or a charged team time-out, time between quarters, or a score. The clock continues to run even if the point differential goes below 45 points.

The Head Coaches of the two (2) franchises participating in that game will be required to provide a written explanation by email to the League Athletic Director within 48 hours of the game in question. If, after review and briefing the Rules Committee, it is found that a coach has willfully violated **Article XVI, Paragraph 8**, that coach will be suspended from coaching or assistant coaching for a minimum of one (1) game immediately following the incident. Depending upon the severity of the incident, the South Puget Sound Junior Football League Board of Directors could suspend the coach for the remainder of the season and/or possible forfeiture of the game.

9. Coach, staff, franchise participants, Board members and players shall not be on the playing or practice field(s) or parking areas under the influence of alcohol/illegal drugs or at any other League function where children are present, nor shall they have in their possession such materials. Violation will result in suspension for the remainder of the season, or permanent expulsion from the League.

10. Coach or staff shall set a good example in personal appearance and conduct at all times.

11. Coach or staff will not incite players, staff members, or spectators by a display of bad sportsmanship, either by word of mouth or by gestures.

12. Filming or videotaping: Participating franchise may film or videotape their own game(s) to be shown at a later time.

A. Viewing films or videotapes during a game or contest for coaching purposes is prohibited.

B. Viewing of films or videotapes of opponents or exchanging of films or videotapes of potential opponent's game/contest is prohibited.

C. By mutual agreement, two (2) franchises may exchange films or videotapes of both teams that participate in that game. In such cases, a franchise may not share the film or tape with a third party.

D. Filming of only semi-final (Playoffs) and final (Championships) and Cheer Championships/Exhibition is permitted.

#### **Article XVII: COACH/PLAYERS/PARTICIPANTS/SPECTATOR RULES:**

1. It shall be the responsibility of each player to conduct himself/herself in a sportsmanlike manner.

2. Any coach or player participating in switching players will be suspended for a minimum of two games, or permanently expelled from the League.

3. Any player who is ejected by an official for un-sportsman like conduct as defined in National Federation Rule 9, Section 5, will be suspended from playing in the next regularly scheduled game, for a minimum of one (1) week. The player will be allowed to practice without interruption. Depending on the severity of the incident, the South Puget Sound Junior Football League could suspend the player, coach or participant for

the remainder of the season, or permanently expel them from the League.

4. Any Head Coach or Assistant Coach who is ejected by an official for un-sportsmanlike conduct as defined in National Federation Rule 9, Section 5, or who intentionally intimidates an official by insulting with vulgar language, striking, kicking, or throwing equipment, will be suspended from coaching until conclusion of the next regularly scheduled game, or a minimum of one (1) week. This includes practices and/or team meetings. A second ejection during a season will result in a minimum of a two (2) week suspension. Depending on the severity of the incident, the South Puget Sound Junior Football League could suspend the coach for the remainder of the season, or permanently expel them from the League.

A. A franchise may appeal a coach's ejection within 48 hours of the ejection in writing to the league athletic director.

5. Any other participant who is ejected by an official for un-sportsmanlike conduct as defined in National Federation Rule 9, Section 5, or who intentionally intimidates an official by insulting with vulgar language, striking, kicking, or throwing equipment, will be barred from SPSJFL game facilities until the conclusion of the next regularly scheduled game, or a minimum of one (1) week. Depending on the severity of the incident, the South Puget Sound Junior Football League could suspend the participant for the remainder of the season, or permanently expel them from the League.

6. If a player or coach or participant is ejected from a game, it is the responsibility of both franchises to report the infraction to the league, giving the name and number of the child and his or her team, or the name and team of the coach or participant.

7. Any parent or spectator will be barred from further participation in this league or any of its affiliates by violation of any of the following rules;

A. By striking or directly threatening with bodily harm any game official, member of the League, Coach, or franchise participant, either prior to, during, or following a game.

B. Entering the field without authorization.

C. By striking or threatening a coach or participant at any League or franchise function including practice sessions.

### **Article XVIII: DISCIPLINARY ACTION**

1. The Board of Directors of the South Puget Sound Junior Football League shall have the power to impose such disciplinary action as deemed necessary for coaches, participants, spectators, or franchises that fail to abide by the rules as set forth by this organization.

2. The Board of Directors shall establish a Rules Committee consisting of three members: President, Vice President, and Athletic Director. The board shall appoint members to fill any vacancies. The committee

will investigate alleged violations of SPSJFL Rules, and will recommend to the Board of Directors such disciplinary action as they deem necessary for coaches, participants, or spectators that fail to abide by these rules. The committee will investigate complaints by Members, but a complaint is not required for action by the committee.

3. Prior to any recommendation, a fact finding hearing will be held with participation of all participants, with notification in person, via telephone or e-mail. The hearing may take any form as deemed necessary to determine the facts of the alleged violation. If the accused does not participate in the hearing, the SPSJFL Rules Committee will render a decision within forty eight (48) hours, and the accused person(s) or franchise(s) will be notified of the disciplinary action to be taken.

A. All recommendations by this committee must be approved by the Board of Directors of the SPSJFL. Any member of the Board of Directors may call for a full hearing.

4. A coach, athletic director, cheerleader director, or any other adult acting in an official capacity will be barred from further participation in this league or any of its affiliates by violation of any of the following rules;

A. A coach may not receive any portion of his or her annual income paid by a franchise for services as a South Puget Sound Junior Football League Franchise member with the exception of reimbursement of expenses paid.

B. By striking or abusing any player, cheerleader, South Puget Sound Junior Football League member, official, spectator, or other participant(s), except in cases as a means of self-defense as determined by South Puget Sound Junior Football League Board of Directors.

C. To knowingly permit or encourage "sweating down" tactics in order for a player to make team weight, such as, but not limited to the following:

1. Steam rooms
2. Steam cabinets
3. Saunas
4. Rubber or Plastic suits
5. Any other method injurious to the health of a player
6. Salt tablets, diets/water pills

D. No player shall be allowed to run more than 880 yards or two (2) regulation laps before weigh-in for the purpose of making weight.

E. Nothing shall be administered by the coach/coaching staff except fluids and ice.

F. Entering or re-entering a player in a game or practice with knowledge that he or she is injured to such an extent that further play could jeopardize his or her health.

G. To knowingly permit an ineligible player and/or cheerleader to participate in any portion of the game or cheerleader competition.

### **VIOLATION OF F AND/OR G MEANS FORFEIT OF GAME/COMPETITION**

#### **Article XIX: TEAM OR PLAYER PENALTIES**

1. Failure to weigh-in by a team will mean forfeiture of game.
2. Any player changing required equipment without notifying the opposing team representative shall be ineligible for play in that game. A player may add additional non-required equipment or clothing without notifying the opposing team representative, e.g. rib protection, arm pads, neck collar, **AT THE SCALE**. If this infraction is determined during the second half of the game, the player shall be ineligible to play the remainder of the game and the next scheduled game. This would include Play-off and Championship play. If it is found by the league that any team personnel had knowledge of such activity, that game will result in forfeiture and a minimum of a two game suspension for the person or persons with such knowledge. Subsequent violations will result in permanent expulsion from the League.
3. If over-weight or ejected from a game, the player will become ineligible for that game and shall remove shoulder pads and headgear, if remaining on the sidelines.
4. Neither the person in charge of weigh-in, nor the coaches have the authority to allow an over-weight player to play. An over-weight player is ineligible for the game. If it is found by the League Board of Directors that an overweight player did play, that game will be a forfeit for the responsible team.
5. Problems associated with the ARTICLES and PARAGRAPHS not covered by ARTICLE XVIII will be handled by the Rules Committee in accordance with ARTICLE XVIII paragraph 2 of the South Puget Sound Junior Football League. Any decision by the League will be binding and not subject to appeal except in contradiction with the South Puget Sound Junior Football League Charter By-Laws or Robert's' Rules of Order.

(EXPLANATION OF FORFEIT: FORFEIT IS CONSIDERED A LOSS)

#### **Article XX: GUIDELINES AND CONDUCT OF EXECUTIVE BOARD**

1. During the course of a game, League Member(s) will not directly contact coaches or players. League member(s) will not be in the coaching box, unless requested, or unless endangerment, i.e. fighting, or loss of coach control.
  - A. The Coaches' Box is defined as per National Federation of High School Rules.

B. League member(s) will endeavor to contact franchise officers to point out rule violation(s).

2. League member(s) will not "threaten" coaches, players, Franchise Board Member(s), or spectators with disciplinary action, but will inform Franchise Board member(s) of a rule violation. League member(s) will document date and game of incident.

3. Board member(s) may be in the general vicinity of pre-game weigh-ins for advice, identification, temporary jersey changes, absentees, but will not oversee weigh-ins, except in case of, Play-offs and Championships, when Board Officers are official weigh-in personnel.

4. Eligibility of players challenged by opposing franchise will be taken care of before, or during half time.

5. In all dealings with franchise personnel, board officers, coaches, players, cheerleaders, spectators, Board Officers will show the same respect that is due all participants of this organization.

6. Fact finding Hearings will start on time. Board member(s) that are "late." will not have a deciding vote.

7. A Board Member cannot move a player from one roster or franchise to another without consensus of the entire Board Unit.

8. Board member(s) who fail to function within these guidelines will be subject to a Fact Finding Hearing. A formal letter of complaint from a franchise will be directed to the President, Vice President, etc., following the chain of "command" for resolution.

## **Article XXI: CHEER EXHIBITION/CHAMPIONSHIP**

### **1. ROSTERS AND OPERATIONS**

A. Each franchise must submit completed paperwork and forms to the League Secretary in order to place a cheerleader on their official roster.

B. "Eligible for cheer" is defined as meeting all league and franchise requirements including attendance, age, complete paperwork and clear of any discipline restrictions.

C. In order to be placed on the official cheer roster as "eligible to cheer", complete paperwork, birth certificates and concussion forms must be submitted for every cheerleader and mascot.

D. Each franchise will be required to maintain an accurate roster, and notify the league Cheer Coordinator (s) of any corrections or deletions monthly prior to the league meeting.

E. Each franchise must limit the participation of "elite" or "select" cheerleaders to 10% of their roster. "Elite" or "select" is defined as any cheerleader or mascot presently participating or having participated within the previous six months, in a program other than a school cheer program. (For example, if the total

roster count is 100 girls, only 10 of those 100 may be also participating in an elite or select cheer program) Violation of this rule will result in disqualification from cheer competition and any trophies revoked. The 10% number is determined by final roster submitted prior to start of season and a franchise will not be penalized for girls that drop from the program during the season causing a franchise to exceed the 10%. However, if Cheer Coordinator(s) or Board Member sees a 10% drop in registered cheerleaders, further investigation will be warranted.

F. Cheerleaders must cheer for a minimum of 50% of the regular season scheduled games in order to be eligible for cheer competition.

G. Attendance will be taken at each game by individual franchises. Cheerleaders must cheer for minimum of half the game to receive credit for the game to apply towards the 50% game attendance expectation. Attendance must be submitted to Cheer Coordinator(s) by each Wednesday following the games for tracking.

H. Each franchise will have completed paperwork for each child listed on the roster turned into the league registrar prior to the first game.

I. Cheerleaders with outstanding paperwork will not be allowed to cheer on game day or participate in the cheer competition until the paperwork is turned in; a copy will be presented at check in time until the official roster has been updated.

J. All stunts will comply with the current NFHS Spirit rule book.

K. Each franchise' cheer director and a minimum of two (2) adult coaches from each franchise must be WSCCA Stunt Certified prior to the first game. A copy of the certificate must be given to the League Cheer Coordinator(s) at the cheer meeting prior to the first game.

L. A certified stunt coach must be present on the floor/track when stunts are practiced or performed.

## **2. COMPETITION**

A. All franchises will participate in competition, unless exigent circumstances exist and the franchise' withdrawal from competition is approved by the League. Failure of a franchise to compete may result in the franchise being assessed a minimum of \$250.00 and up to a maximum of \$1,000 fine by the League for non-compliance of the rules.

B. Competition will be hosted by the League and all proceeds from admissions, t shirt sales, and a portion of vendor sales will be awarded to the League.

C. It will be the responsibility of the league and it's Cheer Coordinator(s) to plan and orchestrate the event, including obtaining the facility\*\*, trophies, DJ, concessions, photography, videography, etc.

D. The facility will afford an adequate seating capacity with reserved area of ample space for cheer squads to view performances(s), warm up, and practice prior to the start of competition.

E. An agenda of the day's events and times will be provided to each franchise, judges, and league members.

F. Cheer performance may be held on the weekend following football championship weekend (or an opposite day of the same weekend) as the football championship as agreed by the franchise cheer directors.

G. In the event that cheer competition is unable to be held at the facility/ date set due to unforeseen circumstances out of control of the League, an alternate facility/date for competition to take place one to three(3) weeks from original competition date, if no facility/date available within this time competition will be canceled for that year.

H. Each franchise will be required to use all of their cheerleaders for competition, including mascots. Mascots are defined as seven (7) years of age or younger, and will be easily distinguished, I.E. different uniforms. All cheerleaders and mascots will be judged during competition.

I. Each franchise must provide the league Cheer Coordinator(s) a complete and accurate roster of all cheerleaders eligible and participating in cheer competition no later than 1 month prior to competition.

J. All cheerleaders will participate in the cheer competition; franchises will compete with their entire roster that has participated all season. In the event a parent decides their child will not be participating in competition, written documentation signed by the parent, including the parents' reasons will be submitted to the league Cheer Coordinators (s) no later than 1 week prior to competition. Failure to comply with this rule may result in the franchise being disqualified from competition.

K. No franchise will be allowed to eliminate any eligible cheerleader or deter any parent from participating in competition. If any franchise found to have violated this rule they will be disqualified from competition and any trophies will be revoked.

L. Every cheerleader or mascot must participate in all categories of the competition. Cheer,- Dance-, Stunt. The Stunt category will be defined as the entire squad participating in a stunt at the same time, regardless of where in the routine or cheer it is placed. I.E. Squad pyramids, multiple pyramids.

M. All Cheerleaders will wear the team uniform that that they wore during the season on game days. There will be no changes of uniform allowed for the cheer competition with the exception of hair accessories or unforeseen loss of team uniforms.

N. Failure of a franchise to comply with any of the League rules will result in disqualification from competition and may result in the franchise being assessed a minimum of a \$250.00 and up to a maximum \$1000.00 fine by the League for non-compliance of the rules.

### **3. JUDGES**

A. WSCCA judges will be used at cheer championship. Judges will utilize the WSCCA judging form and format for scoring championship combined with the League format pertaining to the age matrix. Judges will be required to disclose any affiliation, relationship, or friendships with any Director, Board Member, Coach or participant of any franchise in the league. Resumes will be required of judges. Franchise Cheer Directors and the league Cheer Coordinator will review the resumes and disclose any affiliation, relationship or friendship with any of the judges. The directors will then vote on the panel and their choices will be submitted to the league board for review at the scheduled League meeting dedicated to cheer competition. At the league meeting the Cheer Coordinator (s) will disclose all discussion about the judges' resumes and the decision process for the judges that have been submitted for approval. The judges shall then be decided upon and confirmed by a majority vote of the league board.

B. All members of the selected judging team must attend a meeting with the Cheer Coordinator (s) and two appointed board members (1) one hour prior to competition. Judges must review the leagues competition expectations, score sheets, the criteria and philosophy of the League cheerleading program as explained by the league Cheer Coordinator(s). in the presence of the two (2) league board members and Cheer Directors or designee from each participating franchise.

C. Judges will be five (5) or (7) in number and shall have attained the age of eighteen (18) years. One (1) judge will have the sole responsibility for judging the safety - technical penalty form. Penalties for violations of the safety rules per the NFHA spirit rules book: deduct one (1) point for each rule violation.

### **4. MUSIC**

A. Music will not contain inappropriate lyrics and will be classroom appropriate.

B. Music choices will be emailed to the league Cheer Coordinator(s) from each franchise Cheer Director. Emails will be validated by date and time the email was sent as a "first come first served" basis.

C. Once a song is chosen it may not be used by another franchise. (Exceptions will be given for snippets up to 15 seconds of songs utilized in large remixes. This will be decided at the discretion of the Cheer Coordinator(s) working with the franchises on a case by case basis.) The league Cheer Coordinator(s) will not disclose which franchise has chosen the song, only that it is not available. No two (2) franchises will be permitted to use the same song or verbatim song mix for their routine during competition. Music choices may not be changed once chosen and reserved for a franchise with the following exception; if a song is rejected by the franchise board due to inappropriate lyrics, the franchise will be permitted to choose another available song.

D. All music must be approved by each franchise board for content and appropriate lyrics prior to submitting the CD to the league Cheer Coordinator(s).

E. Each franchise will provide two (2) copies of their music, one used as back up, to be kept by the league

Cheer Coordinator(s) until after the competition this is the copy that will be used for performance. Music will be turned in, performance ready, to the league Cheer Coordinator(s) along with a written transcript of the CD.

F. Music will be turned over to the appointed music coordinator pre-set to the beginning of the routine. Music given to the music coordinator must be in CD format. Each franchise designee will have the opportunity to listen to their music with the music coordinator prior to the competition.

G. If for any reason, other than the address system failing and/or medical reason, the music stops, the time clock will continue to run.

H. Failure to use approved music the day of competition will result in disqualification of franchise from trophy placement, Spirit Cup excluded.

I. Cheers, chants and signs should not be directed in any negative manor toward other franchise or mascots in the PSJFL. Use of team names and mascots should be neutral to those not in the PSJFL with the exception of the performing franchise's own mascot.

## 5. TIMING

A. Timing for the events is as follows:

Event	Maximum	Minimum
Dance	4 minutes	2 minute
Cheer	2 minutes	1 minute
*Stunt	2 minutes	N/A

1. \*Stunt as previously defined as the entire squad will perform a stunt at the same time.

B. There will be an automatic 25 point deduction for going over/or under the time limits, in addition to one (1) point deduction for every ten (10) seconds the performance is under or over the allotted time. (30 seconds over = 25 +3 =28 point deduction).

C. The overall time clock will be 10 minutes and will begin when the first cheerleader steps on the cheer mat and stop when the last cheerleader exits the mat, as determined by the judges. The judges will be responsible for monitoring the overall time clock.

D. The timing of the individual events of the performance will be monitored by the league Cheer Coordinator(s), or league designee. The time clock for the individual events will begin when the cheer squad is in position on the floor and signals the beginning of the event, by either whistle blasts or flag

waved.

1. Two (2) whistle blasts or flag waves will signal start.
2. One (1) whistle blast will signal end. Whistle will be blown or flag will be waved by a designated member of the performing franchise' coaching staff.
- 3 The designated timer should be in proximity to the representative that blows the whistle or waves the flag to signal the start and end of the event.

## **6. PERFORMANCE POSITION SELECTION**

- A. Performance position will be determined by random draw at the meeting prior to the Championships.
- B. The draw will be made by each participating franchises representative.
- C. The draw is final and not subject to change or "trade".

## **7. SCORE SHEETS**

- A. Cheer directors will meet after all performances have been completed in a separate area to verify scores. After the Puget Sound Junior Football Cheer Coordinator leaves the meeting, all decisions will be final.
- B. Directors/Coaches may share their respective scores at their discretion after the awards have been announced. Franchises grand totals will be shared the week following competition to the cheer directors or head cheer coaches.

## **7. EXHIBITION/CHAMPIONSHIP FORMAT**

- A. WCCAA score sheets will be used to judge the competition.
  - 1) Score sheets will be completed by judges in all sections leaving no blanks.
  - 2) Score sheets will then be reviewed by a board member of the performing franchise to ensure all sections are completed. Score sheets will then be turned over to the (3) three league representatives to tally and complete.
- B. Judges will not tally the score sheets.
- C. Cheer directors or franchise designee will meet with the league Cheer Coordinator(s) and the league

representatives after all performances have been completed and all score sheets tallied, in a separate area to verify scores. After the league Cheer Coordinators(s) leaves the meeting, all decisions will be final.

D. Directors/Coaches may share their respective scores at their discretion after the awards have been announced. Franchises grand totals and judges comments will be shared the week following competition with the cheer directors or head cheer coaches.

E. Total points will be determined by the judges based on the official score sheets.

1. Upon tabulation of each Franchise' scores by the three (3) designees, including any deduction of any penalties, will determine the judges' total score.

F. Team points will then be added to the judges' score according to the following matrix:

TEAM POINTS: (TOTAL TEAM POINTS DIVIDED BY TOTAL # OF CHEERLEADERS) 3 – 7 yrs = 10pts, 8 yrs-9yrs = 9pts, 10 yrs =7 pts, 11 yrs = 6 pts, 12 yrs = 5 pts, 13 yrs = 4 pts, 14 yrs = 3 pts, 15 yrs =2pts.

## **8. FIELD/FLOOR RULES FOR EXHIBITION/CHAMPIONSHIPS**

A. The League shall host cheer competition/championship. It will be the sole duty to plan and organize the event with the Cheer Coordinator (s) as the chair person.

B. The facility will afford a comfortable seating capacity for spectators with reserved area of ample space for cheer squads to view performances(s). Facility must be confirmed no later than the September Cheer Directors meeting. No squad or franchise may practice on the competition floor or at its facility prior to competition day.

C. No participant unless fifteen (15) years of age or younger and registered as a cheerleader and is on an official cheer roster, is allowed on the Championship floor/field during performance with the exception of medical emergencies.

D. Directors/Coaches will be allowed on the floor/field prior to the beginning of the performance to place props. Directors/Coaches must be off the floor/field during the entire performance. Only coaches listed on the official coaching roster of the competing squad are allowed to sit in the designated area. Floor areas shall be defined as 45' x 90', regulation basketball court play area. Field areas shall be defined as 60 yards (L) x 50 yards (W). If more space is needed for your routine, a letter stating how much room you will need must be submitted no later than the October meeting.

1. If cheer mats are available for use at the Cheer Championships they will be used for the safety of the Cheerleaders. If mats cannot be acquired or made available for use then no mats will be required, and routines will be adjusted for the safety of the Cheerleaders as outlined in the NFHS

Spirit book.

## **9. TROPHIES**

### **A. LARGE SIZE TROPHY AWARDED FOR:**

1st, 2nd, 3rd, and 4th place all around\* and Spirit cup (traveling award)

\*To be determined by the combined scores from all events.

1. An additional all around 1st place plaque with the 1st place franchise name added to it, will be a Traveling trophy, and will be returned to the League prior to the start of the following season. Repairs and damages will be the responsibility of the franchise returning the trophy. In the event the traveling trophies are not returned to the league, the withholding squad will risk disqualification from the year's competition.

B. Spirit Cup will be determined by ballots from cheerleaders as well as weekly scores submitted by the franchise cheer directors.

1. Cheer Directors will base their weekly Spirit scores on the attached guidelines.

2. The weekly scores will be sent via email with the attendance from the game to the league Cheer Coordinator(s). Final scores will be calculated by the league Cheer Director as follows: Top and lowest scores will be dropped and the total will be added and averaged.

3. The cheerleaders will vote after all teams have played each other. Ballots will be sent via email from the League Cheer Coordinator(s) to each franchise Cheer Director. The franchise Cheer Director will then print enough ballots for each cheerleader to vote, and run a silent vote. The cheerleaders will be instructed that they may not vote for their own team. Ballots will be collected and placed in a sealed envelope and returned to the league Cheer Coordinator(s) prior to the Competition. The votes will be tallied in the presence of the three (3) designated board members.

4. The largest amount of votes from each squad will determine each franchise's vote for the award. Each franchise has an 8-vote possibility and cannot vote for their own franchise. Example: Federal Way cheerleaders vote: 20 votes for Benson, 41 votes for Maple Valley, 32 votes for Kent, 15 for SWAC etc Federal Way's squad vote would be Maple Valley.

a. The franchise with the most votes combined with the highest coaches' scores will be deemed that year's spirit cup winner.

5. In the case of tie, the first tie breaker will be the total of the weekly coaches' scores, with the highest scores and lowest scores added back in until a winner emerges.

6. In the event the tie continues, the final tie breaker will be the total of the cheerleaders' votes only, with the weekly coaches votes dropped.

## **Addendum**

### **PSJFL SPIRIT CUP**

Each Cheer Squad is judged weekly by the opposite teams Cheer Coaches on 2 Categories.

1. Safety
2. Sportsmanship

Each category will be judged on a 1-5 scale \*(5 being the highest)

These scores are to be reported to the Cheer Coordinator along with attendance.

### **\*GOAL\***

Cheerleaders to understand from the beginning what they are being graded in these categories, learn to do those things correctly and improve from week to week and maybe win the Spirit Cup awarded at Competition.

### **Examples**

#### **Safety –**

1. Stunting unsafe
  - a. Without a certified Coach present
  - b. In the Rain / wet track
  - c. Wearing raincoats/pants or gloves
2. Jewelry
  - a. Earrings / necklace / rings
  - b. Bracelets/friendship bracelets

3. Violating any NFHS Spirit rules.

Sportsmanship –

- 1. Cheering over the other team or taking turns cheering.
- 2. Hospitality
- 3. Enthusiasm

If you chose to give a team a score less than a 3 a comment needs to be provided as to the reason for the low score. Positive Comments are always welcome.

**SOUTH PUGET SOUND JUNIOR FOOTBALL LEAGUE CHEER CHAMPIONSHIP SCORE SHEET**

FRANCHISE \_\_\_\_\_ JUDGE \_\_\_\_\_

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CATEGORY	/	POSSIBLE POINTS	/	DANCE	/	CHEER	/	STUNT	/
----------	---	-----------------	---	-------	---	-------	---	-------	---

=====

POISE	10	/	/	/	/
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(Sureness of routine, relaxed, ability to recover from mistakes)

SHOWMANSHIP	10	/	/	/	/
-------------	----	---	---	---	---

(Entertaining)

COMPLICATION	10	/	/	/	/
--------------	----	---	---	---	---

(Variety of movements)

=====

VOICE, WORDS, PHRASING  
(N/A For dance)                    10                    /                    /                    /                    /

Clear voices, volume, articulation, understandability.

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FORMATIONS/SPACING    10                    /                    /                    /                    /

Use of floor space, straight lines, positioning

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UNISON                                    10                    /                    /                    /                    /

(Is squad together)

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---

Transition of movement    10                    /                    /                    /                    /

Routine must flow when changing formations, moves & between events.

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SPIRIT PROJECTION        10                    /                    /                    /                    /

Smiles, facial expressions, peppy and energetic

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OVERALL PERFORMANCE 10                    /                    /                    /                    /

Beginning to end, precise distinct movement, clear loud voices

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---

UTILIZATION OF SQUAD    10                    /                    /                    /                    /

(Entire squad involved in routine)

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THE FOLLOWING TO BE CALCULATED BY THE SCOREKEEPER

AGE GROUPS

(Use attached formula and bring total forward)

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TIMING

Deduct one (1) point for every 10 seconds the performance is under or over the allotted time.

Verbal, visual, or motion instruction given by a coach once the cheer team is on the floor will result in a five (5) point deduction.

SUB TOTAL

TEAM POINTS: (TOTAL POINTS DIVIDED BY TOTAL # OF CHEERLEADERS)

3 – 7 Yrs x 10pts, 8 yrs x 9pts, 10 yrs x 7 pts, 11 yrs x 6 pts, 12 yrs x 5 pts, 13 yrs x 4 pts, 14 yrs x 3 pts, 15 yrs x 2pts.

=====

THE AGE GROUP SCORE AND TIMING PENALTY SCORE IF ANY WILL BE ADDED TO EACH EVENT SCORE.

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TOTAL POINTS AWARDED / DANCE / CHEER / STUNT /

=====

INCLUDING AGE GROUP AND TIME / / / /

=====

COMBINED SCORES FOR THE ALL-AROUND

Routine or skills presented in competition should be appropriate and legal for performance by High School guidelines.

Penalties for violations of the safety rules in the NFHA Spirit Rules Book, deduct one (1) point for each rule violation.

11. UNIFORMS:

A. All Cheerleaders should cheer in the team uniform that that they wore during the season on game

days. There will be no changes of uniform allowed for the cheer competition without advance approval from the participating franchises cheer directors or head coaches at the league cheer meeting prior to completion. With the exception of hair accessories or unforeseen loss of team uniforms.

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## **CASCADE JUNIOR FOOTBALL LEAGUE STANDING RULES**

### **FOOTBALL and CHEER MEDICAL KIT** (MINIMUM SUGGESTED INVENTORY)

QUANTITY	ITEM
1	Face mask removal tool.
1	Pair heavy-duty safety scissors
1	Penlight
1	Roll Paper Towels
6	Pair medical rubber gloves, size Large
1	Box gallon-size zip-lock freezer bags (for ice packs)
6	Wooden tongue depressors (used for finger splints)
6	4" x 4" sterile gauze pads
6	Sterile telfa non-stick pads (size approx. 2" x 3")
1	Box sterile-strips and/or butterfly bandages
3	Rolls roll stretch gauze
1	Wound and trauma tape
6	Rolls 1" adhesive tape
6	Rolls 1" paper tape
1	Box 1-1/2" adhesive bandages
1	Box 1" adhesive bandages
1	Box 1/2" adhesive bandages
4	Cloth triangular bandages
1	Wire splint
1	Cardboard arm splint
6	Sterile Q-Tips
6	Small chemical cold packs

- 6 Large chemical cold packs
- 1 Box alcohol wipes
- 1 Medical box (Any durable, closeable, cleanable, waterproof container)
- 1 Bee sting kit