

# CYO GOVERNING MANUAL



THE POLICIES, PROCEDURES, RULES AND REGULATION MANUAL

EFFECTIVE – 2024-25 SCHOOL YEAR





1530 James M. Wood Boulevard  
 Los Angeles, California 90015  
 (213) 251-3454  
 WWW.CYO-LA.ORG

#### CYO OFFICE

Director: James McGoldrick (jmcgoldrick@ccharities.org)  
 Associate Director: Buzz Cook (bcook@ccharities.org)  
 Program Advisor: Lillian Puentes (lpuentes@ccharities.org)

#### CYO REGIONAL REPRESENTATIVES

North Region: Teresa Nelson (tnelson@hfgsglendale.org)  
 South Region: Mark Ryan (markryan411@yahoo.com)  
 East Region: Sergio Gutierrez (dekoach@gmail.com)  
 West Region: Jen Villanueva (jenvillanueva@gmail.com)  
 SFV Region: Dan Rios (danrios1018@hotmail.com)

A Program of



Reverend Monsignor Gregory A. Cox  
 Executive Director



## PREFACE

The policies, procedures, rules and regulations contained herein, including competition rules, CANNOT be waived, modified or amended by mutual consent between or among Schools and any of its participants. Any changes to the Manual must have the official written approval of CYO. It has been sent out for review and comment to the Regional Representatives.

In addition, it will be sent to the CYO Advisory Board for review and comment. Upon conclusion of the open comment period, the Governing Manual will be finalized. In the meantime, however, the interim version is effective and will serve as governing authority.

The Governing Manual is organized by category as follows:

- Article I – General Provisions
- Article II – CYO Overview
- Article III – CYO Provisions
- Article IV – School Provisions
- Article V – Athletic Events Provisions





## TABLE OF CONTENTS

### ARTICLE I – GENERAL PROVISIONS

Section 1 – Defined Terms .....	6
Section 2 – Application of the Governing Manual .....	7
Section 3 – Penalties for Violation of the Governing Manual ....	7

### ARTICLE II – CYO OVERVIEW

Section 1 – Name and History .....	8
Section 2 – Organizational Purpose .....	8
Section 3 – Philosophy of the CYO .....	9
Section 4 – Governance .....	9
Section 5 – Area of Responsibility .....	10

### ARTICLE III – CYO PROVISIONS

Section 1 – Participation .....	11
Section 2 – Athletic Events .....	12
Section 3 – Levels of Competition .....	13
Section 4 – Registration .....	13
Section 5 – Athletic Event Schedules .....	14
Section 6 – Preseason Conference Meeting .....	14
Section 7 – Final Game Schedules.....	15
Section 8 – Regional Representatives .....	15
Section 9 – Facilities .....	15
Section 10 – Officials .....	16
Section 11 – Pre-Game Prayer .....	16
Section 12 – Limitations on Athletic Events .....	17
Section 13 – CYO Recognized Events .....	17
Section 14 – Recruiting .....	17
Section 15 – Transportation and Overnight Trips .....	17
Section 16 – Insurance .....	17
Section 17 – Awards .....	18

### ARTICLE IV – SCHOOL PROVISIONS

Section 1 – School Administrators .....	20
Section 2 – Coaches .....	21
Section 3 – Coaching Certification Program .....	22
Section 4 – Athletic Eligibility for Student Athletes .....	23
Section 5 – Sportsmanship for Student Athletes .....	24
Section 6 – Spectators .....	25



## TABLE OF CONTENTS

### ARTICLE V – ATHLETIC EVENT PROVISIONS

Section 1 – Playing Time .....	26
Section 2 – Start Time and Grace Period .....	26
Section 3 – Postponement & Rescheduling .....	26
Section 4 – Forfeiture .....	27
Section 5 – Reporting Game Results .....	27
Section 6 – Protest .....	27
Section 7 – Videotaping .....	28
Section 8 – CYO Playoffs .....	28

### APPENDICES

Appendix A – Bylaws for the Advisory Board
Appendix B – Coaches Conduct Form
Appendix C – Application to Become CYO Recognized Event/Tournament
Appendix D – CYO Athletic Competition Rules for Flag Football
Appendix E – CYO Athletic Competition Rules for Volleyball
Appendix F – CYO Athletic Competition Rules for Basketball
Appendix G – CYO Athletic Competition Rules for Softball
Appendix H – CYO Athletic Competition Rules for Golf
Appendix I – CYO Athletic Competition Rules for Cheer & Song
Appendix J – CYO Athletic Competition Rules for Track & Field
Appendix K – CYO Athletic Competition Rules for Soccer
Appendix L – List of Schools by Conference

## ARTICLE I – GENERAL PROVISIONS

### SECTION 1 – DEFINED TERMS

All bolded words listed below and contained throughout this document shall have the following ascribed definitions:

**ADLA** – Archdiocese of Los Angeles, Inc.

**Athletic Event** – CYO Conference Event and/or a Competition Event.

**Athletic Event Competition Rules** – CYO specific rules for each sport or competition as contained in the Appendices.

**CCLA** – Catholic Charities of Los Angeles Inc., the Corporation which CYO is a part.

**Coaching Certification Card** – card, which is valid for 2 years, issued to coaches who have completed requirements for Coaching Certification plus attendance at the Play Like a Champion Coaching Certification Workshop.

**Competition Event** – an athletic competition that occurs between Schools, does not involve conference play and generally is completed in one to three days.

**Conference Event** – an athletic competition that occurs between Schools, involves conference play and generally is completed over the course of two to three months.

**Catholic Youth Organization (CYO)** – an athletic program intended for any Catholic elementary or middle school under the jurisdiction of the Archdiocese of Los Angeles.

**CYO Staff** – Employees of CCLA who manage CYO to include Director, Associate Director, Coordinator and Regional Reps and other staff that may be added by the Director.

**Deadline Date** – date whereby the Registration Form and the Registration Fee are due for an Athletic Event.

**Final Game Schedule** – the Preliminary Game Schedule as agreed to and finalized by all coaches in attendance at the Preseason Mandatory Meeting.

**Governing Manual** – the policies, procedures, rules and regulations governing the CYO contained herein including all appendices attached hereto.

**Participating School** – any Catholic elementary or middle school located within the Archdiocese of Los Angeles that participates in the CYO by submitting to CYO a Registration Form, Team Roster and Registration Fee. Referred to as “School (s)” herein.

**Play Like a Champion Today** – CYO Coaches Certification Program. Referred to as “PLC” herein.

**Preliminary Game Schedule** – conference schedule created by CYO and distributed to Schools prior to Preseason Conference Meeting.

**Preseason Conference Meeting** – as defined in Article III, Section 6.

**Registration Form** – to be completed and submitted by a School to register a team for an Athletic Event.

**Roster** – a form that includes complete list of players on a given team along with parent contact information (Phone & email).

**Registration Fee** – money to be paid by School to CYO to register a team for an Athletic Event.

**Temporary Coaching Certification Card** – card, which is valid for 4 weeks, issued to coaches who have submitted a signed Coaches Conduct form, a signed Fingerprint Verification form and \$25 processing fee.

**School** – Any Catholic Elementary school with in the ADLA.

**School Administrators** – Participating School employees to include Principal, Vice Principal and/or Athletic Director. Hereby referred to as “Administrators”.



## **SECTION 2 – APPLICATION OF THE GOVERNING MANUAL**

This document contains the policies, procedures, rules and regulations governing the CYO, including the attached appendices (the “Governing Manual”). The Governing Manual applies to all Schools in the CYO and includes matters of eligibility, sanctioning, qualifications, responsibility and the establishment and monitoring of program standards. CYO Staff will make final decisions regarding questions and interpretations of the Governing Manual and shall impose and enforce penalties as set forth in Article I, Section 3 below.

The policies, procedures, rules and regulations contained in the Governing Manual cannot be waived, modified or amended by mutual consent between or among Schools and any of its participants. Any changes to the Governing Manual must have official approval of CYO Staff. Changes to the Governing Manual made by CYO during the school year will be highlighted and underscored in red. At the start of each school year, such changes will be incorporated as part of the original font/color.

It is the responsibility of Administrators to ensure that all School participants understand and abide by the Governing Manual. Lack of knowledge or awareness of the Governing Manual is not an acceptable defense. Any matters not specifically addressed in the Governing Manual are left to the sole discretion of CYO Staff.

## **SECTION 3 – PENALTIES FOR VIOLATION OF THE GOVERNING MANUAL**

Unless otherwise specifically stated in this Governing Manual, CYO Staff, in its sole discretion, may take the following actions in regard to a violation of the Governing Manual by a School and/or a School participant:

1. Warning
2. Probation
3. Fines or penalty fees
4. Forfeiture of game or games
5. Forfeiture of playoff or tournament rights
6. Temporary or permanent suspension or removal of a student athlete, coach or spectator
7. Suspension or expulsion of School from the CYO

When a School is suspended or expelled from the CYO, that school may not participate in any athletic competition with any other School. Any School competing with the offending School shall be subject to disciplinary action by the CYO.

A School Administrator of an offending School’s Team may contest a CYO rendered penalty by submitting an appeal in writing to CYO Staff within two business days of the offense. CYO will review the appeal and reply in a timely manner. Should the decision not be satisfactory to the School, the Administrator may appeal to the CYO Advisory Board in writing. CYO Advisory Board will review and reply in a timely manner. Appeal decisions by the CYO Advisory Board will be deemed final and not subject to further appeal. Continued participation of the School Team during the appeal process will be at the discretion of CYO Staff.



## **ARTICLE II – CYO OVERVIEW**

### **SECTION 1 – NAME & HISTORY**

The name of this organization is the Catholic Youth Organization of Los Angeles (“CYO”), a division of Catholic Charities of Los Angeles, Inc., a nonprofit corporation (“Catholic Charities”). Catholic Charities originally known as the Catholic Welfare Bureau began its work in 1919 as a response to the problems of poverty, crime, hunger and unemployment within the ADLA. Its’ purpose is to meet the needs of families, coordinate existing health and welfare facilities as one and initiate new service programs as required. Regardless of race, ethnicity, income, sex or religious belief, Catholic Charities lends a hand to everyone.

In its early years, CYO was the official youth agency of the ADLA, offering boys and girls a group work program under Catholic supervision in accordance with the Catholic philosophy of life. CYO activities were planned around the four point program of spiritual, social, cultural and physical activities offering members and participants a well-rounded program which develops the total personality of the individual. It administered six distinct programs that provided services to the Los Angeles community. One of those programs was the CYO athletic program.

### **SECTION 2 – ORGANIZATIONAL PURPOSE**

CYO manages and oversees an athletic program for Catholic elementary schools under the jurisdiction of the ADLA to assist Schools in their efforts to instill Catholic values and educate the whole child.

As the governing body, CYO shall:

1. Maintain a fair and healthy balance between Family, Athletics, Academics and Catholic Values.
2. Provide an organizational structure for athletic competition between Schools.
3. Establish and monitor standards for student athletes, coaches, officials and spectators.
4. Provide information and programming materials to facilitate active communication among Schools and its Administrators.
5. Establish and monitor standards for good sportsmanship and healthy athletic competition.



### SECTION 3 – PHILOSOPHY OF THE CYO

The mission of the CYO is to provide organized athletic opportunities to youth in a Catholic environment. With this mission in mind, the policies, procedures, rules and regulations set forth herein are based on the following philosophical objectives:

1. Provide a wholesome outlet for a student athlete's physical energy while strengthening the student athlete's spiritual and social values.
2. To build a community that (1) strives to image Christ and (2) instills Christian sportsmanship in the lifestyles of the participants.
3. To center the athletic programs for the youth and for the youth's development of physical skills, social skills, emotional and mental growth and spiritual strength.
4. To help form well-rounded youth by fostering good health habits, teaching the positive value of athletic participation and showing the necessity of practice, hard work and time management.
5. To recognize the vital role the coach plays in the development of the youth and to train the coaches as youth ministry leaders under the Archdiocesan required coaching certification program, Play Like A Champion Today.
6. To teach all the participants (school Administrators, coaches, student athletes and spectators), the proper attitude towards winning, losing and competing with dignity.
7. To develop Catholic community, school spirit, team spirit and personal acceptance.
8. To train, instruct and follow athletic/sport rules.

### SECTION 4 – GOVERNANCE

As of August 1, 2022, the CYO staff consists of a Director, Associate Director and Advisor. In addition, CYO Director shall appoint a Regional Representative for each of the geographic regions that currently make up the CYO. Collectively, the Director, Associate Director, Advisor and the Regional Representatives shall be known as the "CYO Staff". The Director and Associate Director shall not hold any SPORTS related position, paid or otherwise, at any Catholic Elementary or High School within the ADLA. Staff positions and their responsibilities may be added or removed at the discretion of the CYO Director.

**NORTH REGION** - Includes Los Feliz, Atwater, Glendale, Verdugo and Pasadena area schools.

**EAST REGION** - Includes East Los Angeles and the Pomona Valley, extending eastward to the Los Angeles/Riverside County border.

**SOUTH REGION** - Includes Long Beach, Whittier area schools.

**WEST REGION** – Includes the Westside, South Los Angeles and Southbay area schools area

**SFV REGION** – Includes the San Fernando Valley, Conejo Valley and Burbank area schools



CYO shall establish the CYO Advisory Board (the "Advisory Board"). The purpose of the Advisory Board is to serve and assist the CYO Director in the governance of the CYO by providing guidance and support in an advisory capacity only with respect to the following specific areas:

1. Securing and managing athletic resources;
2. Reviewing the policies, procedures, regulations and rules;
3. Long-term strategic planning and policy development;
4. Assessing the overall effectiveness of the CYO in light of its mission
5. Fundraising and development.
6. The Bylaws of the Advisory Board are contained in Appendix A.

## **SECTION 5 – AREA OF RESPONSIBILITY**

The daily operations and responsibility for the CYO throughout the ADLA resides with CYO Staff. CYO will make final decisions regarding questions and interpretations of the Governing Manual in particular, and the CYO in general, and shall impose and enforce penalties. In addition, CYO shall endeavor to:

1. Distribute information to the Schools in a timely manner.
2. Prepare and make available all forms needed for completion from the Schools.
3. Provide for the scheduling of conference contests.
4. Arrange for centralized playing facilities.
5. Provide a playoff format for the A level in all Conference Events.
6. Provide for Competition Events or Tournaments.
7. Recognize competition tournaments in accordance with its written procedures.
8. Provide for the Archdiocesan coaching certification program, Play Like a Champion Today.
9. Promote and support clinics and development programs for school administrators and coaches.
10. Perform annual random audits/review of member participation and coaching certification.
11. Provide for various team and individual achievement awards.
12. Account for all athletic funds from the CYO and report to CCLA.

## ARTICLE III – CYO PROVISIONS

### SECTION 1 – PARTICIPATION

Participation in the CYO is available to all Catholic elementary schools under the jurisdiction of the ADLA. These schools are considered eligible to participate in CYO by virtue of their being an entity of the ADLA. The ADLA, Catholic Charities LA, Inc. and CYO fully expects and strongly advises that all Schools will have all of their sports teams participate solely with the CYO and utilize the CYO for its intended purpose as a service to Catholic schools in the ADLA. The only exception would be if CYO does not offer a particular sport or event at a specific level or season (first game through playoff Championship). This is intended to promote and encourage focus on the following areas:

1. Athlete Health & Safety
2. Insurance compliance and coverage
3. Equitable play/competition
4. Age eligibility compliance
5. Facility safety and compliance
6. Avoidance of excessive fees
7. Coaches Training and Certification through *Play Like a Champion Today*
8. Participation in a Catholic centered environment.

Catholic Schools not governed by the ADLA or not currently an active member of CYO, can apply for participation in Conference events. CYO reserves the right to confirm or deny any application. These same Schools can also apply for participation in Competition Events provided they register and compete in at least one A Level (7-8 grade) Conference Event each academic year.

To confirm participation, a school must submit a Registration Form, Team Roster and Registration Fee to CYO by the applicable Deadline Date for a Conference Event or Competition Event it seeks to enter. This initial Registration Form, Roster and Registration Fee for a Conference Event or Competition Event will be considered confirmation as the school's desire to participate in the CYO. In turn, the School acknowledges and agrees to abide by the Governing Manual as a condition of participating in the CYO.

## SECTION 2 – ATHLETIC EVENTS

The Athletic Events in the CYO consist of Conference Events and Competition Events for elementary athletes for various levels of competition (see Section 3 below). Conference Events are athletic competitions that occur between Schools, involves conference play and generally is completed over the course of a season. On the A level only, Conference Events conclude with CYO Playoffs for the Schools that qualify.

<b>Conference Sports</b>				
Sport	Season	A Level	B Level	C Level
Girls Volleyball	Fall	Yes	Yes	Yes
Flag Football	Fall	Yes	Yes	Yes
Girls Basketball	Winter	Yes	Yes	Yes
Boys Basketball	Winter	Yes	Yes	Yes
Girls Soccer	Spring	Yes (6-8)	No	No
Boys Soccer	Spring	Yes (6-8)	No	No
Girls Softball	Spring	Yes (6-8)	No	No
Boys Volleyball	Spring	Yes	Yes	Yes
<p>Competition Events are athletic competitions that occur between Schools, do not involve conference play and are typically single day events.</p>				
<b>Competition Events</b>				
Sport	Season	A Level	B Level	C Level
Cross Country	Fall	Yes	Yes	Yes
Golf	Fall/Winter/Spring	Yes	Yes	Yes
Bowling	Winter	Yes	Yes	Yes
Cheer/Song/Dance	Winter	Yes	Yes	Yes
Track & Field	Spring	Yes	Yes	Yes

Please note that Soccer (B & G) is listed as a Conference Event. However, soccer registration is managed separately due to the unique aspects of the soccer program and its' support by the LA 84 Foundation and/or other philanthropic entities.

CYO reserves the right to change, add or subtract Conference Events or Competition Events. However, CYO will provide sufficient notice to all Schools of any changes.

### SECTION 3 – LEVELS OF COMPETITION

Athletic events in the CYO are offered for different levels of competition – Varsity (7-8 Grade), B (5-6 Grade) and C (3-4 Grade) levels. 1<sup>st</sup> and 2<sup>nd</sup> graders are not eligible to participate in Conference Sports.

The Varsity level is for students in grades 7 and 8. The Varsity level is a competitive division that maintains the core precepts of the lower levels of play. However, the Varsity level acknowledges Conference and CYO champions from a team perspective and recognizes athletes on an individual basis as well (All Conference and All CYO). 7/8 graders may not play at the B or C level.

Schools with a large amount of 7/8 grade players may field a second Varsity team, to be referred to as Junior Varsity (JV) in Conference sports. This ensures all players can participate. **The JV team is not eligible for CYO Playoffs.**

***Schools may register a second team if they are sure there are enough players to complete the season for both totally separate teams.***

***Schools with multiple Varsity teams must submit and maintain separate rosters for the duration of the season. A roster for each team must be submitted prior to the first Conference game and include Player Name, Grade, and Jersey #.***

***Exceptions: A rostered JV may player may be elevated to the Varsity roster prior to the third conference game, and that change will remain permanent for the duration of the season.***

**No roster changes will be accepted after the third game.**

***The penalty for sharing players outside of the exception above is forfeiture of all affected games and loss of playoff eligibility for the Varsity team.***

The B level is for students in grades 6 and below. The B level is a developmental level. The focus shall be on a basic understanding of the game rules and game strategies as well as further development of fundamental skills. Scores and Standing will not be maintained. 5/6 graders may not play at the C level.

The C level is for students in grades 3 and 4. The C level is an introductory level into sports and the CYO. The focus shall be on a basic understanding of the game rules and developing physical skills. Scores and Standings will not be maintained.

### SECTION 4 – REGISTRATION

A School must register its team(s) for a Conference Event and a Competition Event by a Deadline Date. Registration consists of registering online at cyola.org, submitting a Team Roster and the applicable Registration Fee. By submitting a Registration Form, Roster and Registration Fee, the School will be incorporated into to the desired CYO sports and, in turn, agrees to abide by the Governing Manual.

The Deadline Date for each Conference Event and Competition Event will be announced by CYO on its website. Failure to submit a Registration Form, Roster and applicable Registration Fee by the Deadline Date may preclude the School from having a team in the Conference Event or Competition Event.



If late Registration Forms, Roster and/or Registration Fees are accepted by CYO, the following conditions must be met: (i) the School must submit a late penalty fee (\$100 for A) and \$50 for B or C level and (ii) as it relates to Conference Events, the School must be willing to be placed in a conference where the School may need to travel to all of its conference games and/or participate outside its' immediate geographic area or designated CYO region.

A School may pay an Annual Fee or Seasonal Fee for each team it registers throughout the year. A School must complete Registration online by the applicable Deadline Date for any team it wishes to register for a Conference Event. All Schools will be assessed an annual \$50 Administrative Fee with their initial Sport Registration.

The Annual Registration Fee for each School is as follows: Level 1 through 4 schools (Tier I) - \$1,815; Level 5 through 7 schools (Tier II) - \$1,250; and Level 8 through 10 schools (Tier III) - \$780. This provides entry into all sports at all levels.

The Annual Registration Fee amount does not apply to registration fees associated with Competition Events or Soccer. Registration fees for Competition Events are posted well in advance of the Registration deadline.

The Seasonal Team Registration Fee for Conference Events is as follows: \$205 per A level team (maximum two teams, only one eligible for playoffs), \$60 per B level (multiple teams may be registered for each Conference Event) and \$60 per C level (multiple teams may be registered for each Conference Event). There is no Fee Cap with this option. Schools fees may exceed designated Annual Fee based on number of teams registered throughout the year.

If a School registers a team for a Conference Event and then fails to field a team after the schedules are published, the School shall be subject to a forfeiture penalty of \$100 for a dropped A team and \$40 for a dropped B or C team.

The Registration Fee assists in covering the expenses associated with the CYO, including without limitation, the cost of administration, gym/field rentals, supervisors, awards, sports equipment, office supplies, rent, utilities, security, printing, postage and officials/judges, CYO website and maintenance. CYO recommends that Schools charge a participation fee per CYO participant to help defray the expense of the registration and official's fees from the schools budget. Schools that are delinquent in making their payments after receiving notice by CYO may be subject to a \$75 Late Fee.

## **SECTION 5 – ATHLETIC EVENT SCHEDULES**

Upon receipt of a School's registration for a Conference Event, CYO assigns the team to a conference with other teams from Schools that are in the nearby vicinity. Approximately one week after the registration Deadline Date, CYO will post on its website and email each school a Preliminary Game Schedule which shall include the names of all the schools in the conference and the dates, times and locations of the conference games. In addition, prior to the beginning of CYO Playoffs for a Conference Event, CYO will post on its website and email each School the following information:

- A. Dates, times and locations of CYO play-off games
- B. Play-off brackets
- C. Additional information



Shortly after the registration Deadline Date for a Competition Event, CYO will post on its website and email to each School the following information:

- A. Date, time and location of the competition
- B. Schedule of events
- C. Additional information

## **SECTION 6 – PRESEASON CONFERENCE MEETINGS**

There will be an Athletic Directors meeting prior to the fall season. Information on the CYO policies and practices will be discussed.

In addition, a mandatory preseason conference meeting for coaches of all Conference Events will be held before each Conference sports season:

- A. Finalize the Preliminary Game Schedule
- B. Review other important administrative matters and competition game rules (the “Preseason Conference Meeting”).

The time, date and location of the meeting will be provided by CYO on its website and via email. In addition, the CYO Regional Representatives will contact each school by phone or email prior to the meeting as an additional reminder.

The Head Coach of each team is required to attend the Preseason Conference Meeting. If a Head Coach cannot attend the meeting, he/she should send an adult representative (preferably an assistant coach or school administrator) to the meeting. If a School fails to have a representative at the Preseason Conference Meeting, then it shall:

- A. Lose its voting privileges for the entire season.
- B. Forfeit the ability to change the Final Game Schedule.

## **SECTION 7 – FINAL GAME SCHEDULES**

CYO strongly encourages Schools to play the games scheduled in the Final Game Schedule rather than resort to forfeits. Final Game Schedules involving games at a centralized facility are to not be modified by Schools. Schools that do not play a scheduled game at a centralized facility forfeit the game and are responsible for the referee fees (including the other team’s referee fee) and any other fees associated with the forfeited game. See Article V, Section 3 regarding postponements and rescheduling rules.

All Conference games must be completed the Final Sunday prior to the start of playoffs. Any games scheduled after designated Sunday not previously approved by CYO, may not be considered and playoff seeding’s shall be based on the Standings as of Final Sunday.



## **SECTION 8 – REGIONAL REPRESENTATIVE**

In an attempt to make CYO more responsive to its Schools, each geographic region of the CYO has a Regional Representative to serve as a liaison between CYO and the Schools. The Regional Representative's duties include, without limitation, attendance at all Preseason Conference Meetings to communicate important administrative matters as well as highlight items in the Governing Manual to ensure that all coaches understand and adhere to them. The Regional Representative shall also monitor the progress of each conference season in its region, including updating weekly game results of all conference games on the CYO website. Schools should not hesitate to contact its Regional Representative to discuss issues or ask questions.

A Regional Representative's association, work and/or volunteer involvement at their Catholic Parish / School shall not be considered in conflict with their CYO responsibilities.

## **SECTION 9 – FACILITIES**

Centralized facilities generally provide for safer playing conditions, keep all conference games on a level playing field, aids in securing game officials and help create a larger sense of Catholic community. CYO further recommends that Schools who desire to have games played at its own school can schedule 'friendly' or nonconference games to achieve this goal.

In light of this, CYO endeavors to assist Schools to obtain centralized playing facilities. CYO attempts to secure centralized facilities mainly with Catholic High Schools within Los Angeles County but will also pursue and consider facilities elsewhere. Catholic High Schools and most facilities require varying fees to pay for use of the grounds and site supervisors.

This site supervisor expense must be shared between CYO and the Schools who play at the CYO-arranged centralized facility. Schools playing Conference Events at a CYO arranged centralized facility during the school year will be required to pay a facility fee for each sport to CYO for the site supervisor fee.

Alternatively, whenever a conference utilizes a centralized facility located at or secured by a School, the Schools may have to pay a facility fee to the centralized facility. There is no facility fee when a conference utilizes a home and away schedule at a School.

## **SECTION 10 – OFFICIALS**

The general requirements for game officials are as follows:

- A. The minimum age is eighteen years old
- B. Game officials should be knowledgeable about the rules of the sport in general and the rules of the CYO specifically.

CYO arranges for assigning game officials to all CYO-arranged centralized facility conferences. If requested, CYO can arrange for assigning officials to all School-arranged centralized or Home and Home facility conferences. Game officials are not employed by CYO. Rather, officials are private contractors, therefore, schools may have to negotiate the price they pay officials at home and away games.





Each School is responsible for payment of one official at any game. The CYO standard fee for an official at a centralized facility game or playoff game is \$40 per official. If only one official works a centralized game in cases where there are supposed to be two officials, each School shall pay \$25.

It is generally the responsibility of the home team School to arrange and pay for a game official in home and away conferences. The visiting team may arrange and pay for an additional game official at its own expense.

A School that forfeits a game is responsible for the entire game official fee (including the fee owed to the game official by the other school). Schools shall pay the official fees for all CYO playoff games except the Final Four.

Scorekeepers and timekeepers must be at least fourteen years old or a freshman in high school. The home team's scoring book shall be deemed the official scoring book and should be available upon request by CYO. Scorekeepers are required to enter a participant's last name, first initial and number in the scoring book. CYO requires that scorekeepers from both teams sit together throughout the game to avoid protests.

### **SECTION 11 – PRE-GAME PRAYER**

The CYO is a Catholic athletic program. In light of the philosophical objective to develop Catholic community and to remember Christ's presence in our lives, including athletics, every Athletic Event shall begin with a group prayer between the two Schools at center court or midfield.

### **SECTION 12 – LIMITATIONS ON ATHLETIC EVENTS**

Athletic Events involving Schools will begin no earlier than 12:00 pm on Sundays. No Athletic Events will begin after 8:00 pm on Monday through Sunday. CYO recommends that practice sessions should be between one and two hours depending on the level of competition. All practices should end prior to 8:00 pm. Each School should monitor and determine appropriate guidelines regarding the number of times each week that its teams practice.

### **SECTION 13 – CYO RECOGNIZED EVENTS**

No School on the A level will be allowed to participate in any tournament during CYO playoffs. CYO recognition has been implemented to ensure the adherence to the Governing Manual in addition to maintaining the integrity of Catholic youth sports.

Each School should monitor and determine appropriate guidelines regarding the number of games each week that its teams play in any tournament.

If an event is recognized by CYO, it will be posted on the CYO website under the Tournaments tab. If an event is not listed, then it is not recognized by CYO.

In order to get an event recognized by CYO, a sponsoring organization must complete an Application for a Recognition, a form of which can be found in Appendix D and submit a fee of \$35. CYO will post the event information online and forward to Schools via email.



## **SECTION 14 – RECRUITING**

Any school administrator or coach of a School shall not recruit a student athlete from another School in any form, way or means. Violation of this policy will result in the student athlete's expulsion from the CYO while the School and Team Coach may be subject to disciplinary action by the CYO. Any CYO game/competition in which a recruited athlete has participated will be declared forfeit.

## **SECTION 15 – TRANSPORTATION & OVERNIGHT TRIPS**

According to policy established by the ADLA, Department of Catholic Schools Policy, (i) a coach should, whenever possible, have the parents of student athletes arrange for the transportation of their children. Overnight trips must be in compliance with ADLA Department of Catholic Elementary Schools Policy which schools are responsible to understand and comply with.

## **SECTION 16 – INSURANCE**

Student athletes are covered by the ADLA, Department of Catholic Schools Insurance Policy. ADLA Insurance does cover student participation in CYO. Coverage for participation in any sports activity outside of CYO is subject to ADLA policies. Claims should be directed to the School that the student athlete represents. A copy of the insurance policy can be obtained by contacting the Archdiocese of Los Angeles, Department of Catholic Schools (213) 637-7300. Additional insurance can be purchased for summer programs.

## **SECTION 17 – AWARDS**

For Conference Events, CYO presents the following awards to individuals and teams competing on the A level:

Conference Champions – awarded to teams that finish in 1st place in Conference play. In the event of a tie for 1st place, each team will receive a trophy. For Conference Events, no individual or team awards are presented by CYO to individuals or teams competing in the Junior A, B and C levels.

Sportsmanship Recognition – Recognizes the team(s) in conference who displays the best sportsmanship throughout the conference season. This recognition is determined as follows: At the conclusion of the conference season, each school shall submit one vote to the CYO for the team it believes exhibited the best sportsmanship throughout the conference season. A school cannot vote for itself. Any school that receives a vote will be recognized.

All Conference Recognition – awarded to individual players in conference based on a player's sportsmanship, character, ethical conduct and athletic performance. Each player named All Conference will be recognized on the CYO website. At the conclusion of the conference season, each school shall submit to the CYO Regional Representative the names of players from its school based on the above-listed selection criteria. The number of players selected from each school is based on the team's conference finish as listed below:

- 1st Place Team – 4 players
- 2nd Place and 3rd Place Teams – 3 players each
- 4th and 5th Place – 2 players each
- 6th Place and below Teams – 1 player each



All CYO Award – awarded to individual players in conference whose team advances to CYO Playoffs and is based on a player’s sportsmanship, character, ethical conduct and athletic performance. Administrators and/or coaches may nominate such qualified athletes to CYO. Award winners will be announced and presented at the yearend CYO Sports Banquet.

Fall/Winter Team Playoffs					
Division	1st Rnc	2nd Rnc	Semi-Finals	Runner Up	Champion
Open	1	2	3		4
Gold				1	2
Navy/Silver					1

CYO Athlete of the Year – awarded to individual girl and boy who made at least one All CYO team and exhibited athletic excellence in other CYO sports. Nominations for Athlete of the Year can be submitted to CYO by the candidate’s Head Coach or Athletic Director.

Coach of the Year Award – awarded to a coach who best exemplifies the character values discussed in the Archdiocese Coaching Certification Program. Administrators and coaches may nominate such qualified coaches to CYO. The award winner will be announced and presented at the year-end CYO Sports Banquet.

Annual CYO awards are determined by Committee to include but not limited to CYO Staff.

For Competition Event Playoffs, CYO awards teams that finish in the top four with trophies.

Lastly, CYO presents the Directors Cup Award to the School who earns the most points during the school year for A level sports only in both Conference Events and Competition Events. CYO Directors Cup Points earned as follows:

Conference Events: School shall receive 1 point for making Playoffs, an additional point for advancing each round, to include 3rd place game and 1 bonus point for winning CYO playoff championship.

Competition Events: Points earned for team events only and a school shall receive 1.5 points for 1st Place, 1 point for 2nd Place and .5 points for 3rd Place. Includes Cross Country Invitational and Championship, Bowling, Golf and Cheer.

Track and Field: 4 points for 1st Place, 2 points for 2nd Place and 1 point for 3rd Place. In the event of a tie among the top 3 of Team Final standings, teams will split the points.

In addition, Schools from each CYO Region and Tier III will be recognized as such. The Overall Director’s Cup winner will double as its’ Regional winner.



## ARTICLE IV – SCHOOL PROVISIONS

### SECTION 1 – SCHOOL ADMINISTRATORS

The direction and supervision of the athletic program at the local member level resides with the School's Principal. However, CYO strongly recommends that the School Principal appoint an Athletic Director to carry out the daily operations for the school's athletic program. The School's Athletic Director is ultimately accountable to the School's Principal. It is highly recommended that a School's Athletic Director attend the Coaching Certification Program as set forth in Section 3 below even if the Athletic Director does not coach any specific team for the School.

Upon registering with the CYO, each School shall provide annually the name and contact information for both the School's principal and Athletic Director. A School also may provide name and contact information of its Vice Principal. The School's Principal, Vice Principal and Athletic Director are collectively referred to as the Administrators. The Administrators are primarily responsible for the implementation of the CYO athletic program at the school level. Consequently, the responsibilities of the Administrators include the following:

- Review, abide by and enforce the spirit and letter of this Governing Manual.
- Establish regular communication with the CYO Office either by phone, fax or email and to periodically visit the CYO website.
- Attend or send a representative to all CYO meetings including Athletic Director Meetings and Preseason Conference Meetings
- Monitor the completion, accuracy and timely submission of required paperwork and fees to the CYO Office, including registration for Conference Events and Competition Events and coaching certification.
- Establish and monitor a process for the development of expectations, recruitment, screening, supervision and evaluation of the school's athletic program volunteers and paid staff.
- Ensure that the school's coaches are certified in accordance with Article IV, Section 3 below and that the coaches review, abide by and enforce the spirit and letter of this Governing Manual.
- Implement and monitor established standards for conduct and for eligibility for student athletes.
- Monitor the completion of Parent Consent and Emergency Release form for each student prior to start of any practice or competition and ensure that coaches maintain emergency contact information with them at all times.
- Provide a safe and healthy environment for supervised practices and games.
- Implement and monitor established standards for parents and make parents aware of the CYO Spectator Code of Conduct in Article IV, Section 6;
- Verify that member participation is only in CYO sponsored/sanctioned programs, activities and tournaments.

## SECTION 2 – COACHES

The coach in the CYO plays a vital role in the student athlete's experience in team sports. CYO views each coach as a youth minister in a Catholic environment. In light thereof, each coach shall act, speak and dress in a manner consistent with the accepted code of Catholic Christian morality and professional ethics as based on the Code of Ethics as outlined by the ADLA, Department of Catholic Schools.

The following is a list of requirements and responsibilities for individuals to coach a team with a CYO School:

- A Head Coach must be at least eighteen years of age and have completed the Play Like a Champion Coaches Certification Program (see Section 3 below).
- Coaches are required to take an online Concussion Awareness class every two years.
- First Aid and CPR Certification is strongly recommended and a coach should have access to a first aid kit at all practices and games.
- A coach must maintain all emergency medical information for each student athlete at all practices and games.
- A coach is required to review, understand and abide by the underlying policies, procedures, rules and regulations contained in this Governing Manual.
- A coach must have a basic understanding of the rules of the sport/competition they are coaching, including the Athletic Event Competition Rules for the sport he/she is coaching, contained in the Appendix.
- A coach must ensure that all equipment and playing fields (to include weather conditions) are safe and in accordance with this Governing Manual, including the Athletic Event Competition Rules.
- A coach is responsible for the conduct and supervision of the student athletes and the spectators for his/her team as well as supporting the officials' decisions during the game. In light of this, prior to the start of the season for any Athletic Event, CYO recommends that each coach conduct a meeting for the parents of the student athletes on his/her team to ensure that everyone thoroughly understands the policies, procedures, rules and regulations contained herein.
- A coach is ineligible to coach or assist more than one team in the same conference and shall not officiate a game in his/her conference unless approved by coaches of both teams.
- A coach shall not appear in an intoxicated condition or have in his/her possession any alcoholic beverage or illegal substance.
- A coach shall not verbally or physically abuse or assault anyone or threaten to physically attack anyone.
- A coach will also take seriously their role as a mandatory reporter of suspected child abuse.

A coach ejected from an Athletic Event will automatically be suspended for a minimum of the next two conference games, play-off games or competitions. If the ejection occurs in the last game of the season, any penalty will carry over until the next game individual is coaching.

Any individual who coaches a team without a coach's certification card and is ejected from an Athletic Event, such individual will not be allowed to coach for the remainder of the school year and will not be reinstated for the following school year until he or she obtains a Coaching Certification Card.

If a coach is ejected during the last game/competition of the season, the suspension will carry over to the next sport/competition he/she coaches. A School Administrator must notify the CYO of any ejection within twenty-



four hours. A suspended Coach who participates in a game/competition will cause that game/competition to be declared a forfeit and he/she will be subject to disciplinary action by CYO.

Schools may utilize minors as young as 16 to act as Assistant Coaches provided they meet the following requirements verified by Administrator:

- A. Actively involved with their Parish
- B. In good standing academically (min 2.0 GPA) and socially
- C. Have playing experience in the desired sport
- D. Complete and submit ADLA Volunteering with Children or Youth Form (Appendix P)
- E. Report time served for community service requirements at their high school.

Any minor who is enlisted to coach must be supervised by an adult at all times when in contact with the student athletes.

### **SECTION 3 – PLAY LIKE A CHAMPION TODAY COACH CERTIFICATION PROGRAM**

In 2006, the ADLA requested that all coaches involved with the after-school sports program of an Archdiocesan school be trained with respect to three areas:

- A. Safe boundaries with the youth
- B. Health and safety concerns
- C. Character development of all participants

At the request of the ADLA, CYO researched various programs and recommended the PLC program created by the Center for Ethical Education at the University of Notre Dame. The ADLA accepted the recommendation and in the fall of 2006, CYO introduced the PLC workshop as part of its coaching certification program.

Prior to coaching or assisting in any practice, game or competition of any sort for a School, an individual must obtain either a Coaching Certification Card or a Temporary Coaching Certification Card.

PLC certification is mandatory for all coaches who are actively involved at coaching with a School in ADLA. CYO will offer training and certification to any coach that is active with a School that participates in CYO and/or its' affiliated programs and partners as per Article III, Section 1.

In order to obtain a Coaching Certification Card, the coach must fulfill the requirements listed under the Temporary Coaching Certification Card AND attend the Archdiocesan Coaching Certification Program, PLC workshop. The Coaching Certification Card is valid for two (2) years from the date of the workshop attended. In order to obtain a Coaching Certification Card, the following requirements must be fulfilled:

1. Sign the Coaches Conduct form (see Appendix E) and submit to CYO
2. Obtain live scan fingerprinting and submit a Fingerprint Verification form signed by the principal of the School (see Appendix F)
3. Attend PLC Course
4. Submit a \$35 processing fee made payable to CYO

Upon receipt of all these items, CYO will issue a Coaching Certification Card that allows the individual to coach or assist in any practice or game.



Coaches may receive a Temporary Coaching Certification Card which is valid for only four (4) weeks from the date that CYO receives the required three items listed previously.

All coaches are required to have in their possession a valid CYO Certification Card during any CYO game or competition in which they are coaching. A game official, Competition Director, CYO Staff or a certified coach from the opposing team may request to see a CYO Certification Card prior to or after a game/competition. If a card is not presented, the coach will be declared ineligible to coach. If a CYO certified coach from the School is not present, the team will be declared ineligible and the game/competition will be declared a forfeit. CYO recommends that coaches carry their CYO Certification Card or a photo image of the Card with them at all times to avoid any problems.

Letters signed by a School Administrator will not be accepted in lieu of a CYO Certification Card. Replacement of a destroyed, lost or stolen CYO Certification Card requires a \$17.00 processing fee. CYO Certification Cards are non-transferable. Violation of this section will result in immediate expulsion from the CYO program. CYO reserves the right to revoke any CYO Certification Card at any time and to refuse to certify anyone it deems unfit.

#### **SECTION 4 – ATHLETIC ELIGIBILITY FOR STUDENT ATHLETES**

In order to participate in the CYO, a student athlete must meet the following general requirements:

Student athlete must be a full time student enrolled and attending classes in the School he/she represents. If a student athlete is suspended from school, the student athlete is ineligible during the period of suspension. If a student athlete transfers from a School to another School during the school year, the student athlete must receive written permission from the School in which he/she transferred from and from CYO in order to participate in the CYO during the year of transfer. Home Schooled children are not eligible to participate in CYO. If a child had been approved to participate under the prior policy, his/her status will be honored.

Student athlete must meet the School's academic requirement including conduct and effort. Each School is responsible for establishing and monitoring the academic progress of its student athletes. CYO recommends a minimum academic average of C (2.0 GPA) in all core subjects.

Student athlete must meet the School's health requirement. CYO recommends that the School obtain signed parental consent form that acknowledges the parent's consent to allow student to play and states that the student athlete is physically fit to participate in the activity.

In addition to the above-listed general requirements, each student athlete must meet specific age and/or grade level requirements:

- For Conference sports only, players are eligible to "Play-Up" a level in order to ensure a team has a sufficient roster to compete. **6 graders may play up on the Varsity/JV level and 4 graders may play up to the B Level.** There is no limitation on players moving between teams during a season. Elevated lower grade players shall not adversely impact the playing time of upper grade players.



- 3<sup>rd</sup> and 5<sup>th</sup> graders may not elevate to the next level. **Exception: In cases of low athlete participation, 5<sup>th</sup> graders may play on the A Girls/Boys Volleyball teams in order to meet minimum requirements.**
- For A level teams - A student athlete may not participate if he/she has reached his/her 15th birthday on or before June 15 (CIF Rule) prior to the upcoming school year, regardless of grade level. Student athletes in grades 4 and below are NOT eligible to play on the A level. Only exception is for Soccer and Softball as those sports are A only.
- Student athletes in grades 4 and below are not eligible to play on the A level. Tournaments, non-conference or friendly games do not count in this determination.
- For B level teams – A student athlete may not participate if he/she has reached his/her thirteenth birthday on or before June 15 (CIF Rule), regardless of grade level. While the B level is mainly for student athletes in grades 5 and 6, student athletes in grades 3 and 4 may participate on the B level for an Athletic Event unless otherwise stated by CYO. Student athletes in grades 7 and above and student athletes in grades 2 and below are not eligible to play on the B level.
- For C level teams – A student athlete may not participate if he/she has reached his/her eleventh birthday on or before June 15 (CIF Rule), regardless of grade level. While the C level is mainly for student athletes in grades 3 and 4, student athletes in grade 2 may participate on the C level but only if allowed by Administrators. Administrators should take into account safety concerns and whether such participation will assist the School to field a team on the C level. Student athletes in grades 5 and above and student athletes in grades 1 and below are not eligible to play on the C level.

A School is required to furnish any additional eligibility information as requested by CYO. Any violation of this Article IV, Section 4 by a School, either deliberately or unknowingly, will result in a forfeiture of every game/competition in which the participant(s) competed. If warranted, further action will be taken by CYO on an individual basis, which may result in but is not limited to a School's probation, suspension and/or expulsion from the CYO.

## **SECTION 5 – SPORTSMANSHIP FOR STUDENT ATHLETES**

It is the responsibility of each School, its Administrators and Coaches to ensure that each student athlete abides by the CYO Sportsmanship Code of Conduct for Student Athletes. A student athlete shall always endeavor to be Christ-like in his/her actions, words or body language and shall not:

- Verbally or physically assault anyone.
- Refuse to abide by an official's decision.
- Refuse to be respectful toward an opponent, coach, official or spectator.
- Employ or use dishonest means or tactics.
- Engage in objectionable demonstration of forceful actions such as throwing ball(s) or equipment, or kicking wall(s), equipment, benches, etc...
- Use profane, obscene or vulgar language, taunt or bait anyone.
- Use tobacco or any form of tobacco products or illegal drugs.
- Attempt to focus attention upon him/her with any delayed or prolonged act.
- Publicly discuss his/her negative opinion of an official, official's decision or the CYO.

Violation of the CYO Sportsmanship Code of Conduct for Student Athletes, which shall be determined by the





assigned official for the game/competition, shall result in immediate ejection from the game. If the official's decision is not obeyed, the official has the authority to declare the game/competition forfeited by the offending team. If warranted, further action may be taken by CYO.

Any student athlete ejected from an Athletic Event will automatically be suspended for a minimum of the next two conference games, play-off games or competitions. A substitute who enters the playing field or court during a fight shall be ejected and suspended for a minimum of the next two-conference, play-off games or competitions. If a student athlete is ejected during the last game of the season, the suspension will carry over to the next sport/competition he/she enters. The coach must notify its school administrator of any ejection within twenty-four hours. A suspended student athlete who competes in a game/competition will cause the game/competition to be declared a forfeit and the student athlete and coach will be subject to disciplinary action by the CYO on an individual basis.

## **SECTION 6 – SPECTATORS**

It is the responsibility of the Coaches and Administrators to ensure that spectators abide by the following rules. A CYO spectator shall not:

- Be on the playing field or court during the game/competition.
- Shout instructions or criticism to anyone.
- Use profane, obscene or vulgar language.
- Verbally or physically abuse or assault anyone.
- Approach an official, supervisor, coach or anyone else associated with the event.
- Appear in an intoxicated condition or have in his/her possession any alcoholic beverage or illegal substance.
- Make any noise or cause a distraction during a Free Throw or Volleyball Serve. Game Officials have the right to award a retry should a violation occur.

Violators of the CYO Spectators Code of Conduct, which shall be determined by the assigned game/competition official or supervisor, may result in removal from the facility. If the officials' or supervisor's decision is not obeyed, the official has the authority to declare the game/competition forfeited by the offending team. If an offending party is not affiliated with either playing team, representatives from both Schools should work together to resolve the matter. If warranted, further action will be taken by CYO Staff.

## **ARTICLE V – ATHLETIC EVENT PROVISIONS**

### **SECTION 1 – PLAYING TIME**

As a Catholic youth sports conference, it is important for all coaches, parents and spectators to remember that the sport activity is for the children. Children want to play and without the opportunity to play, a child's growth can be negatively impacted. Based on these precepts, CYO has established the recommendations listed below regarding playing time. These guidelines apply to all regular season conference games in which a team plays. However, a coach may have discretion with respect to the participation mandate as it relates to a student athlete who has not attended practice or is having behavioral issues.

All C athletes on a team in comparison to their own team members should participate more or less equally in every game or match. All B and Junior A athletes on a team should participate in each game or match. In addition, it is recommended that all B and Junior A athletes in comparison to their own team members should participate more or less equally over the course of the entire season. Lastly, it is highly recommended that all A athletes participate in each game, with each player getting 25% playing time. A School is able to add one JV Team and as many B and C teams as deemed necessary in order to meet the above recommendations.

In order to ensure successful achievement of the playing rules listed above, CYO recommends the following strategies to consider:

- Plan ahead and prepare a detailed substitution pattern before each game.
- Stick to playing time commitments, regardless of the game situation.
- If possible, have assistant coaches keep track of playing time.
- Take advantage of lopsided circumstances and give more time to less-used players or schedule additional "friendly" games to allow less-used players the opportunity to play more.

### **SECTION 2 – START TIME AND GRACE PERIOD**

The official starting time for games is what is set forth in the Final Game Schedule. No athletic games shall occur prior to 12 pm on Sundays and no athletic games shall be scheduled to begin after 8 pm on any day. While teams are encouraged to arrive at least 30 minutes prior to their scheduled start time, a twenty-minute grace period will be allowed for teams taking place in a home and away schedule format. However, there is no grace period for teams participating in a centralized facility schedule format.

### **SECTION 3 – POSTPONEMENT OR RESCHEDULING**

Except as stated below, it is not acceptable for a team to postpone or reschedule any of its Athletic Events after the Final Game Schedule has been issued. In light of this, it is imperative that the Administrators and coaches of a School communicate with each other to ensure that the Final Game Schedule is without conflict. Otherwise, the team being asked or affected by the request to postpone or reschedule a game may decline the

request and report the result as a win due to forfeit if the requesting team does not adhere to the original schedule.

If a requested team agrees to postpone or reschedule a game, it does so at its own risk. If two teams agree to postpone or reschedule an Athletic Event that is scheduled at a centralized facility not within the permitted exceptions below, both teams must still pay the official's fee and any other fee associated with staffing at the centralized facility. A School that cancels a game that has been confirmed and posted online, must reschedule and play that game within 10 days of the originally scheduled date & time or prior to the final Sunday, whichever is sooner?

Permissible exceptions are (i) inclement weather, (ii) unsafe playing field or condition, (iii) the unavailability of the playing field or location due to circumstances outside the control of the participating team and (iv) an emergency declared by the team's school administrator only. Events that are postponed or rescheduled for these reasons shall be played as soon as possible and, for A level games, must be completed by the date that CYO states all conference games must be completed. Otherwise, these games will be treated as if they were not played.

#### **SECTION 4 – FORFEITURE**

A team that fails to meet its playing obligations at a scheduled game shall forfeit the game and take a loss. In addition, a forfeiting team is responsible for all officiating fees and any other fees associated with the forfeited game which is CYO has set at \$100, payable to CYO. Schools that consistently forfeit games will be subject to disciplinary action by the CYO, which may result in, but is not limited to: Probation, suspension or expulsion from the CYO program.

#### **SECTION 5 – REPORTING GAME RESULTS**

Conference game score reporting will be done online. The coach of the winning team is required to submit the results of the game online and/or to the CYO Regional Representative within two business days of the completion of the game.

#### **SECTION 6 – PROTEST**

A formal protest is a written objection directly associated with the Governing Manual. Protests cannot be filed on a game official's judgment. A protested game must be verbally stated to the opposing coach and game Official at any time prior to leaving the field of play. All protests must be signed by a School Administrator and certified coach, be accompanied by a \$50 protest fee and received by CYO within two business days from the date of the game. The written protest must contain the following information:

- Date, time and site of game.
- Sport, level and conference name.
- Teams involved (school and city).
- Name of official(s) if possible.

- CYO Policy, Procedure, Rule or Regulation section violated.
- Factual account of the incident(s) that caused the protest.

CYO reserves the right to investigate any situation that appears to be in direct conflict with the Governing Manual. Investigations will be handled on an individual basis depending on the severity of the violation and may result in any action listed in Article I, Section 3 of this Governing Manual. CYO will issue a written decision within five (5) business days of receipt of the protest.

If a coach withdraws his/her team from the field, floor or court prior to the completion of the game, the game will result in forfeiture to that team and the coach may be subject to further action by CYO. When a school fails to complete a contest, due to a coach pulling his/her team from the field, floor or court, it is mandatory that CYO be notified by the school administrator within twenty-four hours (excluding holidays and weekends). The CYO will not impose authority in the case of judgment or officiating errors.

### **SECTION 7 – VIDEOTAPING**

Under no circumstance may a school administrator, Coach, student athlete or spectator visually record (regardless of the medium) a contest that does not involve their school team. Exceptions: Competitions.

### **SECTION 8 – CYO PLAYOFFS**

CYO provides playoff qualification information for each A level Conference Event at the Preseason Conference Meeting. In the event teams tie in the conference standings, the first tiebreaker to determine playoff qualification is head-to-head competition. The second tiebreaker is a coin flip conducted by CYO unless the teams agree to a one game playoff at a neutral site if time permits.

Note: In cases where more than two teams tie and the head to head tiebreaker does not resolve the positioning, the coin flip tiebreaker shall determine the final conference placement for all teams who are in a tie after the regular season. Coin tosses will be held at CYO offices and conducted by at least two CYO Staff using Random.org. Coin tosses will be held on Monday prior to playoffs. One Coach or Administrator of an affected team are welcome to attend the coin toss. All coin toss results are final and valid.

CYO will monitor and confirm Schools that qualify for playoffs during the playoff seeding process. CYO Playoff brackets and locations will be posted on its website as soon as possible upon conclusion of the regular season. Whenever a CYO playoff game is scheduled for an alternate gym, neither team will be permitted to practice in that gym prior to the contest. An alternate gym is defined as any site on which a team does not conduct regular practice.

There is no grace period for CYO playoff games. Teams should arrive at the site thirty (30) minutes prior to their game time. The CYO playoffs are conducted under the management of the CYO. CYO playoffs are single elimination except for the Final Four.

CYO will make arrangements for officials during the playoffs. Each school is responsible for payment of one official for each game (\$30.00). Payment for the officials must be made at the door when checking in for the playoffs. NOTE: If three officials are utilized the cost will be split between the two schools. Coaches must present their Coaching Certification Card when checking in for the playoffs and to the officials prior to the game.



Protests cannot be filed during the CYO playoffs. Coaches may appeal to the officials, but the official's decision will be final. Schools failing to meet their obligation as participants in the CYO playoffs will be assessed a \$100.00 penalty fee.

Admission will be charged at the CYO playoffs, competitions and tournaments. Admission prices are established by the CYO. The admission price is \$5 per adult.

Exceptions:

- A. ADLA Faculty with proper identification
- B. Catholic Religious
- C. Student-athletes and CYO registered cheerleaders in uniform
- D. CYO Coaches with a CYO Certification Card
- E. One student manager (grade 4-8)
- F. CYO Staff and working volunteers
- G. CYO Advisory Board Members
- H. CYO Lifetime Card Holders

CYO reserves the right to refuse admission to any individual/group to any CYO game/competition.



## APPENDICES

### APPENDIX A

#### CYO Advisory Board Bylaws

#### 1. ORGANIZATIONAL INTRODUCTION

The Catholic Youth Organization (CYO) is a service of Catholic Charities of Los Angeles, Inc. (“Catholic Charities”), a registered nonprofit corporation. CYO conducts and oversees athletic programs for Catholic elementary schools in the ADLA. Through CYO, student-athletes have the opportunity to participate in interscholastic activities with other Catholic Schools. Catholic Charities LA, Inc. appoints a CYO Director to oversee the CYO. Catholic Charities along with the CYO Director desires to establish an Advisory Board to operate in accordance with the terms and conditions set forth herein.

#### 2. NAME & PURPOSE

- A. The name of this organization shall be the CYO Advisory Board (the “Advisory Board”). These bylaws dictate how the structure, role and operation of the Advisory Board.
- B. the Advisory Board is formed to serve and assist the CYO Director in the governance of the CYO by providing guidance and support in advisory capacity with respect to the following specific areas:
  - 1. Reviewing the policies, procedures, regulations and rules;
  - 2. Long-term strategic planning and policy development; and
  - 3. Assessing the overall effectiveness of the CYO in light of its mission.
  - 4. Fundraising and development.
  - 5. Securing and managing athletic resources;

#### 3. ROLE OF AN ADVISORY BOARD MEMBER

Upon election to the Advisory Board, each member must

- A. Understand and support CYO's mission, policies, procedures, rules and regulations as set forth in the Governing Manual;
- B. Agree to work with the CYO Director and Advisory Board members in a collaborative manner;
- C. Act in concert with one another so that the Advisory Board as a whole assists and supports in the governance of the CYO. Advisory Board members do not act individually or with other members apart from the whole Advisory Board;
- D. Understand and support that the Advisory Board consists of volunteer members and does not



- contemplate gain or profit to any members hereof; and
- E. Respect and abide by the terms and conditions set forth herein.
- F. Agree to attend meetings and work on at least one committee if requested by the Advisory Board or the CYO Director.

#### **4. THE ADVISORY BOARD**

- A. The Advisory Board shall be made up of no more than fifteen (15) elected members and the CYO Director. The CYO Director shall be an ex-officio member but shall not be a voting member. The CYO Director reserves the right to revoke any member from the Advisory Board at any time and at the sole discretion of the CYO Director.
- B. The elected members should be comprised of persons with the expertise and background needed by CYO. Membership should strive to have a fair representation of school administrators and coaches and membership shall fairly represent the five geographic regions, including the racial and gender demographic, served by the CYO.
- C. Members of the Advisory Board shall serve an open ended term unless the member resigns or is removed by the Director.
- D. No person may simultaneously hold more than one (1) voting position or office while on the Advisory Board.
- E. The Advisory Board cannot conduct any official business without a quorum of its voting members and without the presence of the CYO Director unless given permission by the CYO Director. A quorum shall be greater than 50% of the total membership.
- F. The Advisory Board shall operate as an advisory body under the CYO Director.

#### **5. OFFICERS OF ADVISORY BOARD**

- A. The officers of the Advisory Board will be selected at the discretion of the CYO Director.
- B. Each position will be held a minimum of two years.
- C. The Athletic Advisory Board Officer positions and their terms are as follows:
  - 1. Chairperson
  - 2. Vice-Chairperson
- D. If an officer (with the exception of the Chairperson) resigns from their position, it will be the responsibility of the CYO Director to fill this vacancy within thirty (30) days.
- E. If the Chairperson resigns, then the Vice-Chairperson shall assume the position of Chairperson and shall be allowed to serve the balance of the current term and the next term. A new Vice-Chairperson shall be selected at the next annual election.
- F. In the event that there is no Chairperson or Vice-Chairperson, the CYO Director shall appoint replacements.

#### **6. DUTIES OF ADVISORY BOARD OFFICERS**

- A. Chairperson:
  - 1. The Chairperson shall attend all regularly scheduled meetings.
  - 2. The Chairperson shall preside at all Advisory Board meetings and over the functions of the



Advisory Board at all times.

3. The Chairperson shall act as a member ex-officio of all standing committees.
4. The Chairperson shall appoint chairpersons for all ad hoc committee. The Chairperson may act as an ad hoc committee chairperson.
5. The Chairperson shall consult with the CYO Director to prepare an agenda for all regularly scheduled meetings for distribution.

**B. Vice-Chairperson:**

1. The Vice-Chairperson shall attend all regularly scheduled meetings.
2. The Vice-Chairperson shall preside over all meetings in the absence of the Chairperson.
3. The Vice-Chairperson shall assist the Chairperson when necessary to carry out those functions as directed by the Chairperson.
4. The Vice-Chairperson shall annually review the financial records of CYO and provide a financial summary report to the Advisory Board.
5. The Vice-Chairperson shall assume the position of the Chairperson in the next term or in the event that the Chairperson cannot fulfill his or her complete term.

## **7. DUTIES OF CYO DIRECTOR**

The CYO Director shall attend all regularly scheduled meetings and encourage CYO staff to attend as well. The CYO Director shall appoint a staff member to be the recording Secretary for each meeting. The recording Secretary shall record the minutes of all Advisory Board meetings. The minutes of the Advisory Board meeting shall include the following:

1. A list of all voting members in attendance, excused, and not present, and all others that are in attendance;
2. Record all reports by Officers, Committee Chairpersons and CYO Staff;
3. Record all business conducted by the Advisory Board, including the motion and person making the motion, person seconding the motion, any discussion, and voting on the issue;
4. Record all persons who spoke during the meeting and the subject of their talk;
5. Record time meeting began and ended; and
6. Record all other items that may have occurred at the meeting worth noting.

The minutes of all Advisory Board meetings shall be prepared for distribution by the CYO Director prior to the next scheduled meeting for corrections and approval. The CYO Director shall keep an orderly file of all minutes and other reports and handouts distributed at the Advisory Board meetings at the CYO office. Lastly, the CYO Director shall contact all Advisory Board voting members and notify them of all regularly scheduled meetings and any special meetings.

## **8. AD HOC COMMITTEES**

An ad hoc committee shall be formed when an issue due to its complexity needs further study before a vote can be taken. The Advisory Board Chairperson can appoint an ad hoc Chairperson for this special issue only. The ad hoc Committee Chairperson shall report on the status of the committee at Advisory Board meetings for as long as the committee is charged with a duty. The Advisory Board Chairperson





may serve as an ad hoc Committee Chairperson. Ad hoc Committee members may come from the pool of Advisory Board members or from outside the Advisory Board.

## 9. MEETINGS

- A. The regularly scheduled meetings of all Advisory Board voting members shall be conducted three (3) times during the Academic year.
- B. The meetings shall be open to guests, including school administrators and athletic directors of member schools as well as staff of Catholic Charities. Guests shall observe the procedural rules that govern the Advisory Board. However, guests shall not be entitled to vote on matters that are presented to the Advisory Board.
- C. All regularly scheduled meetings must be announced via e-mail by the Chairperson or CYO Director and on the CYO website at [www.cyo-la.org](http://www.cyo-la.org).
- D. The Chairperson or the CYO Director can call special meetings. A minimum of 24 hours' notice is required to hold a special meeting. Special meetings are open to all who wish to attend, but the entire CYO membership does not have to be notified. The Chairperson or CYO Director must notify all voting members of the special meeting.
- E. Excused absences shall be made by calling the Advisory Board Chairperson or CYO Director prior to the start of each meeting.
- F. Two (2) unexcused absences by a voting member during their current term in office shall be reviewed by the Chairperson and the Advisory Board for the possible termination of their term in office. This will be determined by a majority vote of a quorum of the remaining Advisory Board voting members.
- G. Issues can be placed on the agenda by contacting the Advisory Board Chairperson or the CYO Director at least one (1) week prior to the next scheduled regular meeting.
- H. All meetings will be conducted to the latest revision of Roberts "Rules of Order, Newly Revised".

## 10. AMENDMENTS

These bylaws may be amended by approval of (i) two-thirds (2/3) majority of the Advisory Board voting members and (ii) the CYO Director, the Chief Administrative Officer and/or Executive Director of Catholic Charities.

## APPENDIX B

### CYO and the DEPARTMENT of CATHOLIC SCHOOLS

#### CYO Coaches Training Program

In conjunction with the Department of Catholic Schools, the Catholic Youth Organization (CYO) will be instituting a mandatory training program for **ALL** coaches. This program began in the fall 2005 and is for all coaches employed or volunteering in the Archdiocese of Los Angeles. This program is designed to insure the safety of the children and coaches in the Archdiocese of Los Angeles.

#### CYO Code of Conduct

##### As A CYO Coach I will:

- A. Perform my work in a manner consistent with the mission of the CYO.
- B. Safeguard children or youth entrusted to my care at all times.
- C. Treat everyone with respect, loyalty, patience, integrity, courtesy and dignity.
- D. Take care in my speaking, writing and actions to be professional, supportive and caring.
- E. Avoid situations where I am alone with a child or youth.
- F. Use positive reinforcement rather than criticism or comparison when working with children or youth.
- G. Cooperate fully in any investigation of abuse of children or youth.
- H. Be aware that young people can easily become infatuated with a caring adult. If I sense that this is happening. I will not encourage it. I will make my administrator aware of it and find ways to give the young person appropriate support and maintain appropriate boundaries.
- I. Maintain appropriate physical and emotional boundaries from the children and youth.

##### As A Coach I will not:

- A. Endorse any view contrary to the teachings of the Catholic Church during my ministry.
- B. Commit an illegal or immoral act.
- C. Smoke or use tobacco products.
- D. Use, possess or be under the influence of alcohol or illegal drugs at any time while at work or volunteering.
- E. Verbally threaten or physically abuse anyone.
- F. Touch a child or youth in a sexual or inappropriate manner.
- G. Sexually harass, request sexual favors or make sexually explicit statements.
- H. **Place myself in a situation where my interaction with a child or youth cannot be witnessed.** I promise to strictly follow the rules and guidelines in this Code of Conduct. I understand that I am subject to a thorough background check including personal criminal history and will be fingerprinted. I agree to notify my Principal immediately, no later than 5 days, if I have been charged with, convicted of, granted deferred adjudication or plead no contest to any felony or any misdemeanor (other than minor traffic infractions). I understand that any action inconsistent with this Code of Conduct or failure to take action mandated by this Code of Conduct may result in removal from my association with my school and the CYO.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_ Position: \_\_\_\_\_



**APPENDIX C****APPLICATION FOR CYO RECOGNIZED TOURNAMENT**

Please answer the following questions and return to the CYO Office. CYO will review your application and respond via email with its decision to recognize.

If your tournament is recognized, the CYO will provide the following for a \$35 fee:

- Email blast to all CYO schools with your tournament flyer/information
- CYOLA.org Listing/Link
- CYO Newsletter Listing/Link
- CYO Logo for use in tournament materials

1. Name and phone/email of contact person.
2. Provide name of CIF/CYO School who is hosting the tournament.
3. What sport, level (A, B or C) and gender (boy/girl)?
4. What is the maximum amount of teams allowed to participate in your tournament?
5. Provide all the dates, times and locations of the tournament.
6. Is there an entry fee for teams and how much?
7. Is there an admission fee for spectators and how much?
8. List names of entities/individuals who will benefit financially either directly or indirectly from the tournament.
9. Will the games be conducted in accordance with CYO competition rules for that sport?
10. If your application is approved, you MUST provide to CYO a list of all the schools who participated in your tournament.
11. The results of your tournament, including all brackets MUST be provided to CYO as it will assist in our Playoff seeding process. Please e-mail this information to: [dgonzalez@ccharities.org](mailto:dgonzalez@ccharities.org)



## APPENDIX D

### FLAG FOOTBALL RULES

#### 1. Overview

- A. Flag Football is a game played between two teams of seven players.
- B. All players are eligible as pass receivers.
- C. Each team must have seven players to start the game.
- D. The game may continue with no less than six players.
- E. Special formations are not required.
- F. Field Goals are not permitted.

#### 2. Field and Markings

- A. The field dimensions shall be 80 yards (goal line to goal line) x 40 yards (sideline to sideline) with the end zones between 5 and 10 yards long. The field from goal line to goal line shall be broken up into four (4) equidistant zones. For example, if the field dimension is 80 yards, there shall be four (4) twenty yard zones.
- B. If necessary the field may be shortened to no less than 70 yards (from goal line to goal line) x 35 yards (from sideline to sideline) for the A level and no less than 60 yards x 35 yards for the "B" and "C" levels
- C. Zone markers may be placed along both sidelines but not on the field and shall be constructed of a soft, pliable material.
- D. Lines shall mark all boundaries and zones.
- E. The team box is the area at least two yards from the sidelines between both twenty-yard lines.
- F. Non-players, no more than five certified coaches, and substitutes must remain in the team box at all times.

#### 3. Game Equipment

- A. **The official A ball shall be a "youth" sized 7 ball.**
  - 1. *Note: Some manufacturers use different names for their version of the ball. It is one size below the official high school sized ball. NIKE Composite Leather Spiral Tech (Youth)*
- B. **The official "B" and "C" ball shall be a "junior" sized 6 ball.**
  - 1. *Note: Some manufacturers use different names for their version of the ball. It is two sizes below the official high school sized ball. NIKE Composite Leather Spiral Tech (Junior)*
- C. A team may use its own ball for plays from scrimmage and kicks provided it uses the same ball for each.
- D. Multiple balls may be used in rainy weather conditions, as determined by the referees. This may include balls supplied by each team if necessary to maintain a ball in suitable condition.
- E. The CYO Office reserves the right to designate an official ball manufacturer for conference play and playoff games.
- F. Whenever an electronic scoreboard is not available the official shall be the timekeeper.

#### 4. Home Team Responsibilities

- A. For Home & Home games, the home team must provide one official
  - 1. *Note: The visiting team may provide a second official at their expense.*

- B. A down marker and a competent adult to operate it in place prior to the game.
- C. For Centralized games, the home team only must provide a competent adult to operate the down marker.
- D. For both Home & Home and Centralized games the home team must adjust its uniform if the team colors are similar.

## 5. Player Equipment

- A. Helmets, shoulder pads, rib pads, hip pads, hand and arm pads, gloves, and any other hard surface materials are illegal.
- B. Soft shell helmets with Velcro tightening straps are permitted.
  - 1. NO METAL OR HARD PLASTIC IS PERMITTED ON THE HELMET.
  - 2. *Note: Athletic supporter and cup may be worn.*
- C. Soft pliable knee or thigh pads may be worn only on the prescribed areas.
- D. Knee braces are legal provided they are deemed safe by the official.
- E. Casts and arm braces are illegal.
- F. Jewelry is not permitted.
- G. Headgear (bandannas, headbands, hats, etc.) are not permitted.
- H. Grip enhancing substances are illegal.
- I. Tennis shoes or molded cleats must be worn.
- J. Metal or screw-on cleats are not permitted.
- K. Flags:
  - 1. Only official CYO flags are permitted.
  - 2. CYO flags must be purchased from the CYO office.
  - 3. Each team must provide its own CYO flags.
  - 4. The flags must contrast with the color of the pants/shorts.
  - 5. Flags and flag belt may not be altered in any way without express written permission from the CYO office.
  - 6. **Note: Knotting flag belt is considered altering.**
- L. Each player of a team shall wear a uniform that is neat in appearance and of the same color as the rest of the team. Each player shall be identified by a number located somewhere on the uniform, which is not a duplicate of a teammates number and visible to officials.
- M. Mid-cut jerseys are not permitted.
- N. Shirts must be tucked in so that the belt is visible.
- O. Jerseys may not be taped, tied, or altered in anyway.
- P. Jerseys may not in any way interfere with the pulling of the flag.
- Q. Jerseys that are torn or ripped are not permitted.
  - 1. **Note: CYO recommends that all coaches carry extra uniforms.**
- R. Athletic shorts or pants are permissible but must meet all of the following:
  - 1. The color shall contrast with the color of the flags.
  - 2. Only one pair of pants/shorts may be worn.
  - 3. Undergarments may not extend below the shorts.
  - 4. For safety concerns, pockets, belt loops, and rivets are not permitted and may not be covered with tape or sewed.
- S. CYO STRONGLY RECOMMENDS THAT ALL PLAYERS USE A MOUTHPIECE.

## 6. The Game

- A. The visiting team shall call the pre-game coin flip. The winner of the flip may choose to *kick, receive, or defer* his choice until the second half.
- B. Teams shall switch goals after each quarter.
- C. The ball shall be placed in the middle of the field for all downs and kicks.
- D. The team in possession has a series of four downs to advance the ball into the next zone.
- E. A kicked ball may bounce or roll until touched by a player.
- F. A kicked ball which is possessed by the player who makes the first touch is considered live if it does not strike the ground or any other player after the touch. That player becomes a legal ball carrier and is subject to all rules governing the ball carrier. If the ball does strike the ground or another player after the touch, it is declared dead at the spot of the first touch.

## 7. Timing

- A. The game shall be four ten-minute quarters with running time. Intermission shall be one minute after the first and third quarters and five minutes between halves.
- B. During regulation, the clock shall stop for:
  1. Time-outs
  2. Scores
  3. Penalties
  4. Incomplete passes if the losing team is within 16 points in the final two minutes.
  5. Legal intentional grounding
- C. Clock restarts:
  1. On first touch by receiving team on kickoffs and punts.
  2. On snap after time-outs.
  3. On snap on kickoffs that go out of bounds.
  4. On snap after kickoffs or punts that go out of bounds after a time-out.
  5. On snap after the first delay of game penalty that is called.
  6. On the official's spot of ball after penalties and when incomplete pass rule is in effect, including legal intentional grounding.

## 8. Scoring

- A. A touchdown is worth six points.
- B. Point(s) after touchdown may be attempted as follows:
  1. One point from the two-yard line.
  2. Two points from the five-yard line.
  3. **Note: Point after kicks are not permitted**
- C. Safeties are worth two points.
  1. A safety is followed by a free kick from the twenty-yard line by the team who allowed the safety.
- D. A team has twenty-five seconds from the officials' spot signal to put the ball in play.

## 9. Overtime

- A. A coin flip shall be held and called by the visiting team. The winner may choose to play either offense or defense.
- B. The offense shall choose to attempt either a one or two point conversion.

- C. The defense will then go on offense and have the same choice.
- D. The process will continue until the tie is broken after each team has had an equal number of downs on offense.
  1. **Note: Teams will alternate being on offense to start each overtime period.**

#### 10. Time-outs

- A. Each team shall be granted three (3) time-outs per half.
- B. Each time-out shall last no longer than one (1) minute.
- C. No time-outs may be carried over to the second half.
- D. No additional timeouts will be granted for overtime but any time-outs remaining from the second half may be used.
- E. A team with no remaining time-outs may be granted one in the following circumstances:
  1. Injury.
  2. To appeal a disputed interpretation of a rule or a regulation.
  3. **Note: If team loses the appeal, it will be assessed a delay of game penalty.**

#### 11. Mercy Rule

- A. If a team leads by twenty-five (25) points at the end of the third quarter or any point thereafter it shall be declared the winner.
  1. Should there be a 25 point or greater lead at any time during the game, Officials may, at their discretion, halt the game and declare the leading team the winner.
  2. Under the same conditions, the Head Coach of the losing team may also request the Official halt the game.
- B. The game may continue at the mutual agreement of the coaches and under the following conditions:
- C. No score may be kept.
- D. For winning team, substitutes must be used. Starters removed should roster permit.
- E. Officials/Site supervisors at centralized sites may shorten or eliminate the period if games are behind schedule.
- F. Officials/Site Supervisors may cancel the period if in their opinion one team is trying to embarrass the other or poor sportsmanship is being demonstrated.

#### 12. Kicking

- A. The ball shall be kicked off to start each half and after each point after touchdown attempt.
- B. Kickoffs shall be from the thirty-yard line (at the middle of field) and must travel at least twenty yards to the receiving line. (30 yard line)
- C. All players in the game for a kickoff must be inbounds and behind the kicking or receiving line.
- D. When the kickoff travels the required distance, is not touched, and goes out of bounds the ball will be placed on the receiving line.
- E. If the ball goes out of bounds without traveling the required distance, the receiving team may:
  1. Take possession of the ball where it was declared dead.
  2. Force a re-kick after a five-yard penalty is assessed.
- F. A player may not kick a ball that held by another player.
- G. A ball entering the end zone untouched is declared a touchback and is spotted at the twenty-yard line.



- H. The kicking team may never recover a kick.
- I. Punts may be declared on any down.
- J. Punts must be made from five yards behind the line of scrimmage.
- K. The defense must have five men on the line of scrimmage for a punt.
- L. Defensive linemen may not move, raise hands, wave, or attempt to block a punt.
- M. Line players may not move on a kick with the exception of the center who may move one step in either direction.
- N. If the ball touches the ground after it is snapped but before it is punted, the ball is dead at the spot it touched the ground and the down counts.
- O. Punts must be kicked promptly, judged at the discretion of the official.
- P. A ball that strikes the ground after the first touch shall be declared dead at the spot of the first touch
- Q. A kicked ball that hits a player and is caught by another player on the same team before it hits the ground is live.

### 13. Blocking

- A. A teammate of a runner may block with any part of the hands, shoulder, or outer part of the arm provided the blocker's hands are:
  1. In advance of the elbow.
  2. Inside the frame of the opponent's body.
  3. Between the shoulders of the blocker and the opponents
  4. Apart and never in a locked position
  5. Open with the palms facing the frame of the opponent.
  6. Never used in a striking motion.
- B. Arms may not be bent at the point of contact and then extended:
  1. Above the waist of the opponent.
  2. Not in the back of the opponent.
  3. Below the neck of the opponent.
- C. A blocker must have one foot on the ground.
  1. Downfield blocking on a passing play is not permitted until the ball is caught or is thrown behind the line of scrimmage.

### 14. Snapping the Ball

- A. A legal snap occurs when the:
  1. Snapper has his shoulders parallel to the line of scrimmage.
  2. Ball travels between the snapper's legs.
  3. Ball is released by the snapper in a continuous backward motion.
  4. Ball is not lifted for adjustment.
  5. One player may be in motion during the snap provided he is moving parallel to the line of scrimmage.

### 15. The Ball Carrier

- A. The ball carrier must attempt to avoid the defense using his agility. (Charging)
- B. The ball carrier may not steer his blockers by physical contact.
- C. The ball carrier may not run within one yard of the offensive center. (Running up the middle.)

1. **Note: Once the ball is possessed by a player one yard outside of the offensive center, the rule no longer applies. On the direct snap, the initial move cannot be directly up the middle.**
  - D. The ball carrier may not guard his flag.
  - E. The ball carrier may leave the ground to avoid a flag pull. However, if in doing so, the ball carrier charges into a defensive player, this will be considered charging
  - F. The ball carrier may not dive to advance the ball.
  - G. If the flag falls off the ball carrier the play will be dead where flag comes off.
  - H. If the ball returns to a player whose flag has been removed the player must be
  - I. touched on shoulders or below to end the play. **(Touch on head is illegally, live ball.)**
  - J. If ball carrier loses ball by accident and is caught before it hits the ground by either team the ball is live
  - K. In order for a ball carrier to enter a zone he must have foot or flag and ball on or over the line he is attempting to cross. **Ball always must cross line.**

## 16. Passing

- A. A player must have possession of the ball and one foot inbounds to complete a pass.
- B. If both feet are off the ground and a defender causes the receiver to go out of bounds the pass is considered complete.
- C. A receiver who goes out of bounds is ineligible unless he was forced out of bounds by a defender.
- D. A receiver may be bumped at the line of scrimmage until he makes a break in either direction.
- E. A team may make as many forward passes as they wish so long as the passes are from behind the line of scrimmage.
- F. Once the ball advances past the line of scrimmage no further forward passes may be made.
- G. An offensive player may not intentionally ground the ball.
  1. **Exception:** In the last two minutes of the game, an offensive player who directly receives the snap from the center may intentionally ground the ball to stop the clock.
- H. A defensive player may not make unnecessary contact with the passer or ball while the ball is in possession of the passer.
- I. If the contact is caused by the passer's forward motion there is no infraction.
- J. An offensive player may not be within five yards of the sideline as the ball is snapped ("Hideout").

## 17. Defense

- A. A defensive player may use his hands.
- B. A defensive player may not:
  1. Strike a player on the head
  2. Hold an opponent
  3. Push a teammate into another player
  4. Push the ball carrier
  5. Pull a flag prematurely
  6. Touch the offensive center until the center stands up or takes a step
  7. Pull an opponent's shirt provided the shirt is not hindering the pulling of the flag
  8. Strip or attempt to strip the ball
  9. Cross the line of scrimmage prior to the snap
- C. If the last defensive player with a chance to make a play on the ball carrier commits a penalty on the ball carrier the play will be ruled a score.

- D. A ball intercepted in the end zone may be run out or downed.

## 18. Penalties

- A. Five Yards and Repeat Down from Line of Scrimmage:

1. Delay of Game
2. Illegal Participation
3. Running up the Middle
4. Violation of Team Box
5. Encroachment\*
6. False Start\*
7. Illegal Motion\*

**\*Play is dead on snap immediately.**

- B. Five Yards and Loss of Down from Spot of Foul:

8. Illegal forward pass, handoff, or pitch
9. Intentional grounding
10. 10 Yards and repeat down from line of scrimmage:
11. Attendant Illegally on Field
12. Hideout

- C. 10 yards from spot of foul and repeat the down:

1. Clipping
2. Holding
3. Illegal Block
4. Flag guarding (If during an attempt by the defense to pull the flag of the ball carrier, any part of the arm or the ball impedes the flag from being pulled.)
5. Helping the Runner or Steering Blockers
6. Diving
7. **Note: If the succeeding spot of the ball is still behind the first down line then the down will remain the same.**

**\*Live ball penalty**

- D. 10 Yards:

1. Holding ball carrier (spot of foul and repeat of down or result of the play)  
**Note: If hold occurs behind the line of scrimmage, administer from the line of scrimmage.**
2. Pass Interference
3. Offensive (loss of down, from line of scrimmage)
4. Defensive\* (automatic first down, from line of scrimmage)
5. Passing or Running after a Declared Punt (loss of down, from line of scrimmage)
6. Roughing the Passer or stripping the ball from passer (automatic first down, from line of scrimmage)
7. Stripping ball from runner (from spot of foul & repeat the down)
8. Pushing ball carrier (from spot of foul & repeat the down))
9. Charging/straight arm (loss of down, from the spot of the foul.)  
Note: On a fourth down "loss of Down" penalty play, should the walk off of the penalty result in a succeeding spot not beyond the first down line, the defense will take possession of the ball.

- E. 15 yards from line of scrimmage

1. Unnecessary Roughness
2. Unsportsmanlike Conduct
3. Pull a flag prematurely (automatic first down) \*If in the opinion of the official flags are intentionally pulled prematurely, then 15 yard penalty from the spot of the foul.

F. Official's Discretion

1. Altering of the flag.
2. Minimum Penalty: (Ten yards, loss of down.)
3. Maximum Penalty: (Player ejection and/or forfeiture of game.)  
**Note: The game may be forfeited if the offending team has gained an advantage or has been previously warned.**
4. No distance penalty shall exceed half the distance from the enforcement spot to the offending team's goal line.
  - a. When a live ball foul by one team is followed by a dead ball foul by an opponent or by the same team the penalties are administered separately and in order of occurrence
  - b. In the event of an inadvertent whistle during a pass, snap, or kick, the down will be automatically replayed. When a player has possession the team may choose to take the ball at the point it was blown dead or to replay the down.

## 19. Special Circumstances

A. Emergencies

1. A period may be shortened in any emergency by agreement of the coaches and officials.
2. Any game interrupted by an emergency shall be continued from the point of interruption unless otherwise agreed to by the coaches and officials
3. Weather
4. A game may be delayed or suspended due to weather by the coaches, officials, and/or the CYO Supervisor.
5. If a game is suspended during the third quarter while one team holds a lead of twenty-five points or more the game shall be ended with the leading team declared the winner.
6. If a game is suspended during the fourth quarter while one team holds a lead of seventeen points or more the game shall be ended with the leading team declared the winner.
7. Suspended games, which do not meet the above criteria, shall be continued from the point of interruption.

## 20. Overly Physical Play

- A. Officials have the responsibility and discretion to manage overly physical play.
- B. Officials shall monitor the level of physicality of players, especially in games featuring mismatched teams.
- C. Officials have the discretion to enforce penalties and enact any disciplinary action against the Player(s) or Coach.
- D. The severity and frequency of overly physical contact may result in a players' ejection from the game.
- E. Any malicious act of aggression will result in the players' ejection.
- F. Disregard of Officials direction by the offending Coach or Players may result in Coach Ejection and/or forfeiture of the game.

**21. VIDEOTAPING**

- A. Under no circumstance may a school administrator, Coach, student athlete or spectator visually record (regardless of the medium) a contest that does not involve their school team. Exceptions: Competitions.



## APPENDIX E

### GIRLS AND BOYS VOLLEYBALL RULES

Games shall be played under CYO Policies, Procedures, Rules and Regulations. CYO Girls and Boys Volleyball games are played under CYO/CIF rules and are NOT played under ANY specific club volleyball rules. The rules listed below are not meant to serve as a comprehensive account of all the rules of the game but rather are a list of any differences from the National Federation of High School (NFHS) rules as well as certain points of emphasis. Rules and regulations not covered herein shall be played under NFHS rules. Complete NFHS rule books are available for purchase at [www.cifss.org](http://www.cifss.org).

- **Exception: In cases of low athlete participation, 5<sup>th</sup> graders may play on the A Girls/Boys Volleyball teams in order to meet minimum player requirements.**

#### 1. Court and Equipment

- A. The court shall be 60 feet long and 30 feet wide, measured to the outer edges of the boundary lines. It is recommended that the area above the court be clear of any obstructions and at least 23 feet high.
- B. The serving area shall be provided beyond each end line. Each shall be a minimum six feet in depth. In the event that such space is not available, the serving area shall extend into the court to whatever distance necessary to provide the minimum depth and be so marked.
- C. Service extends from the backline and excluding the end line. It shall be marked by lines 6" long and 2" wide placed 8" behind and perpendicular to the end line as extensions of each sideline.
- D. A ball striking the ceiling or an overhead obstruction above a playable area shall remain in play provided the ball contacts the ceiling or obstruction on the side of the net, extended that is occupied by the team that last played the ball, and the ball is legally played next by the same team.
- E. The height of the net shall be six feet six inches for Boys and Girls "C", seven feet for the Boys and Girls "B" and Girls A, and seven feet four inches for Boys A.

#### 2. Home Team Responsibilities

- A. For Home & Home games, the home team must provide:
  1. Game Ball
  2. Scorebook
  3. Scorekeeper
  5. Scoreboard
  6. One official

**Note: The visiting team may provide a second official at their expense.**
- B. For centralized facilities secured by CYO, the facility and/or CYO will provide all of the above except the ball.

#### 3. Player Equipment

- A. Each player of a team shall wear uniform that is neat in appearance and of the same color as the rest of the team. Each player shall be identified by a number located somewhere on the uniform, which is not a duplicate of a teammates number and visible to officials.
- B. If worn, an undershirt shall be solid and similar in color to the uniform.
- C. Uniforms shall not include advertising or a partial or whole company logo or trademark which exceeds 2 1/4" x 2 1/4" or appear more than once.



- D. Girls are expected to wear T-shirts under loose fitting tank tops.
- E. CYO recommends that players wear a mouthpiece.
- F. Hair devices made of soft material and no more than 2 inches wide may be worn. Bobby pins, flat clips and flat barrettes, unadorned and no longer than 2 inches, are also allowed.
- G. Jewelry shall not be worn by players during warm-ups and/or competition.
- H. CYO requires Volleyball Lite for all "B" & "C" girls and boys volleyball games. A standard volleyball may be used if agreed upon by coaches.

#### 4. The Match

- A. A match consists of best two out of three games.
- B. If the third game is not necessary to determine the winner of the match, it shall only be played upon mutual agreement of the coaches.  
**Note: The third game will not be played in CYO playoffs unless necessary.**
- C. A coin toss shall be conducted between the captains of each team prior to the first game of the match and if necessary prior to the third game. The visiting captain shall call the toss. The winner shall choose either to serve or receive or playing side. The loser of the toss shall be given the remaining choice.
- D. Prior to the start of the game, a coach from each team shall submit to the scorer an accurate, written lineup of the uniform numbers for the six starting players in the floor positions they occupy at the beginning of the game. Thereafter, the written lineup shall not be changed except to replace a starting player who is injured/ill prior to the start of the match, or between games of a match.
- E. The match will be declared a forfeit when a team has fewer than six players to start the match.  
**Note: A team may continue play if it has less than six players after the start of the match due to illness, injury, disqualification, etc.**
- F. (In the spirit of sportsmanship) No opponent, by any type of physical or verbal outburst or comment, shall attempt to disconcert or distract the server during serve.
- G. In the event of a third game that is being played outdoors, teams can choose serve or side. Teams switch sides after one team has scored 8 points.

#### 5. Scoring

- A. Matches at all levels shall be best two out of three games.
- B. For Boys and Girls A:
  1. First two games to 25, no cap, must win by two.
  2. Third and deciding game to 15, no cap, must win by two.
- C. For Boys and Girls "B" and "C":
  1. First two games to 21, capped at 25, must win by two.
  2. Third and deciding game to 15, capped at 21, must win by two.

#### 6. Positions

- A. The positions of the players are numbered as follows:
  1. The three players along the net are front-row players and occupy positions 4 (front-left), 3 (front-center) and 2 (front-right).
  2. The other three are back-row players occupying positions 5 (back-left), 6 (back-center) and 1 (back-right).

- B. Relative positions between players
  - 1. Each back-row player must be positioned further back from the net than the corresponding front-row player.
  - 2. The front-row players and the back-row players, respectively, must be positioned laterally in the order indicated in Rule 6.A.
- C. The positions of players are determined and controlled according to the positions of their feet contacting the ground as follows:
  - 1. Each front-row player must have at least a part of his/her foot closer to the center line than the feet of the corresponding back-row player;
  - 2. Each right (left) side player must have at least a part of his/her foot closer to the right (left) sideline than the feet of the center player in that row.
- D. The position of the players is judged according to the position of the foot last in contact with the floor at the time the ball is contacted for service.
- E. After the service hit, the players may move around and occupy any position on their court, and the free zone.

## **7. Rotation**

- A. Rotational order is determined by the team's starting line-up, and controlled with the service order, and players' positions, throughout the game.
- B. When the receiving team has gained the right to serve, its players rotate one position clockwise: the player in position 2 rotates to position 1 to serve; the player in position 1 rotates to position 6; etc.

## **8. Restrictions of the Attack Hit**

- A. A front-row player may complete an attack hit at any height, provided that the contact with the ball has been made within the player's own playing space.
- B. A back-row player may complete an attack hit at any height from behind the front zone:
  - 1. at his/her take-off, the player's foot (feet) must neither have touched nor crossed over the attack line;
  - 2. After his/her hit, the player may land within the front zone.
- C. A back-row player may also complete an attack hit from the front zone, if at the moment of the contact the ball is not entirely higher than the top of the net.
- D. No player is permitted to complete an attack hit on the opponents' service, when the ball is in the front zone and entirely higher than the top of the net.
- F. Legal contact is a touch of the ball by any part of a player's body which does not allow the ball to visibly come to rest or involve prolonged contact with a player's body.

## **9. Serving**

- A. The server must contact the ball within 5 seconds after the first referee whistles for service.
- B. If the ball, after having been tossed or released by the server, drops, untouched to the floor, it is considered a service tossing error.
- C. After a service tossing error, the referee must authorize the service again (re-serve) and the server must execute it within the next 5 seconds.
- D. One service tossing error is permitted for each service. (For the server having a second re-serve



during the team's term of service, a loss of rally/point is awarded to the receiving team.)

- E. At the "C" level, each player's first serve may be from the ten foot line. If successful, the next serve must be from a spot equidistant from the ten foot line and the end line. If the second serve is successful, the next serve, and all subsequent serves on that turn, must be from the end line. Any serve not from the end line must be underhanded.

Note: Coaches are encouraged to have all players serve from the furthest line at which they are comfortable for all serves.

#### **10. Blocking the Service**

- A. To block an opponent's service is forbidden.

#### **11. Substitutions**

- A. A team is allowed a maximum of 18 substitutions per game.
- B. Each player is allowed unlimited entries within the team limit.
- C. An illegal substitution does not count as an entry provided the illegal substitute is removed from the court.
- D. Officials can warn you at the 16th and 17th substitution but it is still the coach's responsibility to keep count of your substitutions.
- E. A substitute must assume his original position in the serving order.

#### **12. Timeouts**

- A. Each team is limited to two timeouts per game.
- B. Timeouts shall not exceed one minute and may only be shortened by the team who has taken it.

#### **13. Line Judge Responsibilities**

- A. Each team should provide a line judge, preferably an adult or high school student. If none is available, a responsible team member should be used.
- B. Prior to the match, line judges shall report to the official to review their responsibilities and be assigned their positions.
- C. Position:
  1. When two line judges are used, they shall stand near the intersection of the sideline with the end line, opposite the serving areas and move so they have a clear view of both the end line and the sideline.
  2. When four line judges are used, they shall stand near the intersection of the sideline with the end line and move to have a clear view of the line for which they are responsible and be positioned:
    3. One outside the sidelines on the end line extended near each serving area with the responsibility of observing the end line.
    4. One behind each end line on the sideline extended opposite the serving area with the responsibility of observing the sideline.
- C. Line judges shall hold the same positions relative to the court throughout the match.
- D. Line judges should have a neutral area where they may stand or sit between games or during

timeouts.

- E. When a server serves from the left portion of the service area the line judge must move back and in line with the left sideline. Once the ball is contacted for serve, the line judge should return to the original position.
- F. During the game each line judge shall assist the official by:
  - 1. Indicating whether the ball is in or out of the court whenever it lands near any line to which the line judge is assigned.
  - 2. Indicating when a player touches a ball that is going out-of-bound on the player's side of the net.
  - 3. Determining at the moment of contact for the serve whether the server touches the end line or floor outside the lines marking the width of the serving area.
- G. The official may overrule a line judge's call or make a decision on a call if the line judge is unsure or unable to make the call.
- H. The official may replace a scorekeeper, timekeeper or line judge who is not performing his duties properly.

#### **14. Libero**

- A. The use of a Libero is permitted.
- B. Libero replacement:
  - 1. The Libero designated on the lineup for that set is allowed to replace any player in a back-row position. The Libero may serve in one position in the serve order.
  - 2. The Libero may only be replaced by the player whom he/she replaced.
  - 3. One Libero replacement may be exercised per dead ball/rally unless the Libero is replacing the player in the right back position and will serve the next rally.
  - 4. Libero replacements do not count as substitutions and are unlimited.
  - 5. A Libero replacement must take place between the attack line and the end-line in front of that team's bench.
  - 6. A Libero replacement must be completed during a dead ball prior to the whistle and signal for serve.
- C. Replacements may only take place:
  - 1. At the start of each set after the starting lineup has been checked.
  - 2. After the end of a rally.
  - 3. While the ball is out of play and prior to the whistle and signal for serve.
  - 4. After a time-out, once all players have returned to the court, provided the replacement sits out one rally/dead ball.
- D. Libero re-designation and disqualifications:
  - 1. Injury substitution: If the Libero is injured and cannot continue play, he/she must first be replaced by the player whom he/she replaced. A new Libero may then be re-designated using the following criteria:
    - a. Re-designation does not need to occur immediately after the injury and replacement, but may occur at the discretion of the coach(es).
    - b. Any substitute may be designated as the Libero for the injured Libero.
    - c. The injured Libero may not play in the remainder of that set.
    - d. The player re-designated as the Libero must wear a Libero uniform and must remain the Libero for the remainder of the set. The re-designated Libero's uniform

- must have a unique number (not worn by any teammate).
2. Exceptional substitution: The Libero may be used as an exceptional substitution for another injured player if no other possible substitute exists. When no longer playing as a Libero, that player must wear the same uniform as the teammates and the team continues play with no Libero.
  3. Disqualification substitution: The Libero may not be used as a substitute for a disqualified teammate.
  4. Libero disqualification: If the Libero is disqualified while playing, he/she must be replaced by the player whom he/she replaced. The team continues to play with no Libero.
- E. A Libero replacement is illegal when:
1. The Libero or the replacement is in the set without following the required replacement procedure.
  2. The Libero or the replacement is not listed on the roster.
  3. A Libero other than the Libero designated on the lineup for that set replaces a player on the floor.
- F. Libero serving:
1. The Libero will be allowed to serve in one rotation.
  2. When serving, the Libero would not be required to leave the playing area or be out of the set for one rally/dead ball before replacing the incoming player in the right back position.
- G. During play, a Libero shall not:
1. Complete an attack from anywhere if, at the moment of contact, the ball is entirely above the height of the net.
  2. Set the ball using overhand finger action while on or in front of the attack line extended, resulting in a completed attack above the height of the net.
  3. Block or attempt to block.
  4. Rotate to the front row.
- H. Penalties
1. Unnecessary delay is charged to the offending team when an illegal Libero replacement takes place prior to the whistle/signal for serve. If identified after whistle/signal for serve, illegal alignment results (loss of rally/point). In all cases, the illegal Libero must enter legally or be replaced by a legal player.
  2. For the serving team, any points known to have been scored during a term of service in which an illegal Libero is discovered in the set, shall be canceled.
  3. For the receiving team prior to the contact of the serve by the opposing team, all points earned during the previous term of service by the violating team while the illegal Libero was in the set, shall be canceled.
  4. After the serve has alternated and the first serve is contacted, there shall be no cancellation of points.
- I. Uniform
1. The Libero shall wear a uniform top that is immediately recognized from all angles as being in clear contrast to and distinct from the other members of the team. The primary color of the Libero's uniform top must be different from any color that appears on more than 25 percent of the body of teammates' uniform tops. In determining the body of the uniforms, the sleeves and collar should be ignored. The Libero uniform shall have a legal number. The style and trim of the Libero's uniform top may differ from teammates' uniforms, but the shorts must be like-colored to teammates.

**15. VIDEOTAPING**

- A. Under no circumstance may a school administrator, Coach, student athlete or spectator visually record (regardless of the medium) a contest that does not involve their school team. Exceptions: Competitions.



## APPENDIX F

### Basketball Rules

Games shall be played under CYO Policies, Procedures, Rules and Regulations. The rules listed below are not meant to serve as a comprehensive account of all the rules of the game but rather are a list of any differences from the National Federation of High School (NFHS) rules as well as certain points of emphasis. Rules and regulations not covered herein shall be played under NFHS rules. Complete NFHS rule books are available for purchase at [www.cifss.org](http://www.cifss.org).

#### 1. Court and Equipment

- A. The playing court shall be a rectangular surface free from obstructions and with dimensions not greater than 84 feet in length by 50 feet in width but as close as possible to these dimensions. The ideal Junior High School dimensions are 74' X 42'. The ceiling should be at least 25 feet or higher if possible.
- B. See appended diagram for correct measurement of all lines.
- C. Boys A shall use the Men's Official size ball. The ball shall be synthetic leather or leather; a rubber basketball can be used only if both coaches agree.
- D. Girls A, Boys "B", and Girls "B" shall use the 28.5 size ball. The ball shall be synthetic leather or leather; a rubber basketball can be used only if both coaches agree.
- E. Boys and Girls "C" shall use a Youth sized ball. The ball shall be synthetic leather or leather; a rubber basketball can be used only if both coaches agree.
- F. It is recommended that Boys and Girls "C" play on a basket of 8 1/2' – 9' feet.

#### 2. Home Team Responsibilities

- A. For Home & Home games, the home team must provide:
  1. Game ball
    - a. Must meet CIF specifications.
    - b. The official shall be the sole judge of the legality of the ball and may select a ball provided by the visiting team.
  2. Scorebook
  3. Scorekeeper
 

Note: Must be in 7<sup>th</sup> grade or higher.
  4. One referee
 

Note: The visiting team may provide a second referee at their expense.
  5. Clock
  6. Timekeeper
 

Note: Must be in 7<sup>th</sup> grade or higher.
  7. Possession arrow.
 

Note: Official may act as timekeeper and keep possession arrow if necessary.
  8. For centralized facilities secured by CYO, the facility and/or CYO will provide all of the above except the ball.

### 3. Player Equipment

- A. If worn, undershirts shall be solid and similar in color to the uniform and shall not have frayed or ragged edges. Girls are expected to wear T-shirts under loose fitting tank tops.
- B. A player's shirt designed to be worn inside the pants shall be tucked inside the pants and the pants shall be above the hips and worn properly. A player not conforming to this uniform policy shall be directed to leave the game.
- C. Uniforms shall not include advertising or a partial or whole company logo or trademark which exceeds 2 1/4"x2 1/4" or appear more than once.
- D. Shorts with pockets are not permitted.
- E. If both team's uniforms are similar in color and non-reversible, the home team must adjust.
- F. CYO recommends that all players wear mouthpieces.

### 4. Free Throws

- A. A maximum of six players (four opponents of the free-thrower and two teammates of the free-thrower) shall be permitted along the free-throw lane during a free throw. All other players shall be behind the free-throw line extended and behind the three-point field-goal line. Within this limit, opponents of the free-thrower may occupy the third lane space (with the spot closest to the end line being the first). No player shall occupy the fourth space.
- B. No player shall enter the lane area until the ball has been released from the shooter's hand.
- C. No one in the Gymnasium or Court Area shall make any noise or cause a distraction during a Free Throw. Game Officials have the right to award a retry should a violation occur.

### 5. Bonus Free Throws

- A. The bonus is reached when a team totals seven (7) fouls in any one half.
- B. The double bonus is reached when a team totals ten (10) fouls in any one half.
- C. Player-control fouls and team-control fouls shall count as team fouls for reaching the bonus.
- D. All direct technical fouls charged to bench personnel shall count toward the team-foul total and bonus.

### 6. Timing

- A. "A" and "B" level games shall consist of twenty minute halves with running time. There shall be five minutes between halves. A half may be shortened in an emergency, or at any time, by mutual agreement of the opposing coaches and official.
- B. "C" level games are recommended to be played in twenty halves but the time period may be shortened by mutual agreement of the coaches or to accommodate a centralized facility.
- C. The final two minutes of the second half shall be stop-clock. During stop clock, the clock stops on all whistles.
- D. A shot clock shall not be used in CYO games.

### 7. Extra Period

- A. When the score is tied at the end of the second half, play shall continue without change of baskets for one or more extra period(s) with a one minute intermission before each extra period. The game shall end when, at the end of any extra period, the score is not tied.
- B. The length of each extra period shall be two minutes stop clock. As many such periods as are

necessary to break the tie shall be played.

- C. Each extra period is an extension of the second half.

### **8. Timeouts**

- A. Each team shall be granted 4 timeouts per game.
1. Each timeout shall last no more than one minute and may only be shortened by agreement of both coaches.
  2. No more than three timeouts can be carried over to the second half.
- B. Each team shall be awarded one additional timeout for each extra period.
1. No more than one timeout may be carried over to each overtime period.

### **9. Full Court Press**

- A. At the "A" level a full court press may be used at any time.
- B. At the "B" level a full court press may be used at any time except by a team that is leading by more than twenty points.
- C. At the "C" level a full court press may only be used in the final two minutes of regulation time and any overtime periods.

### **10. Mercy Rule**

- A. If a team leads another by twenty-five points or more with 10 minutes of the second half remaining or anytime thereafter, the scoreboard shall be shut off and play will continue at the mutual agreement of the coaches with a running clock.
1. No score is kept.
  2. The team ahead at that time is declared the winner.
  3. Half court zone defense must be played (no pressing).
  4. Substitutes must be used.
  5. Site supervisors at centralized sites may shorten or eliminate this period if games are behind schedule.
  6. Officials/Site Supervisors may cancel the period if in their opinion, one team is trying to embarrass the other or poor sportsmanship is being demonstrated.
- B. During CYO playoffs, if conditions are met for the mercy rule the game shall end immediately.

### **11. Coaches Movement**

- A. The head coach may be off the bench in front of his/her seat within the confines of the designated coaches' box to give instructions to his/her players and/or substitutes.
- B. The coaches' box shall be outlined outside the side of the court on which the scorekeepers' and timekeepers' table and team benches are located. The area shall be bounded by a line 28' from the end line, the sideline, a line 22' from the end line and the bench.
- C. Assistant coaches must remain seated on the bench at all times except to:
1. Confer with bench personnel and players within the confines of the bench area during a charged timeout or the intermission between quarters and extra periods.
  2. Rise and stand in front of their seat to signal players to request a timeout.
  3. Confer with personnel at the scorekeepers' table to request a timeout for a correctable error.
  4. Confer with personnel at the scorekeepers' table to request a timeout to prevent or rectify timing or scoring mistake or an alternating possession mistake.



5. Attend an injured player when beckoned onto the court by an official.
6. Replace or remove a disqualified or injured player or player directed to leave the game, from within the confines of his/her bench.
7. Spontaneously react to an outstanding play by a member of their team or to acknowledge a replaced player(s).

## 12. VIDEOTAPING

- A. Under no circumstance may a school administrator, Coach, student athlete or spectator visually record (regardless of the medium) a contest that does not involve their school team. Exceptions: Competitions.





## APPENDIX G

### GIRLS SOFTBALL RULES

Games shall be played under CYO Policies, Procedures, Rules and Regulations. The rules listed below are not meant to serve as a comprehensive account of all the rules of the game but rather are a list of any differences from the National Federation of High School (NFHS) rules as well as certain points of emphasis. Rules and regulations not covered herein shall be played under NFHS rules. Complete NFHS rule books are available for purchase at [www.cifss.org](http://www.cifss.org).

#### 1. The Field

- A. The playing field shall have a distance from home plate to the nearest obstruction on fair ground of at least 145 feet.
- B. The bases shall be sixty feet apart.
- C. The rear tip of home plate and the front edge of the pitcher's plate shall be forty feet apart.
- D. A circle 16 feet in diameter shall be drawn with its center at the midpoint of the front edge of the pitcher's plate. If a pitcher's circle is not marked an imaginary circle, in the judgment of the umpire, shall be used.
- E. On deck circles shall be a safe distance to the side and away from home plate.
- F. A game may be played on a black top surface only out of necessity and provided:
  1. The field is free of unsafe obstructions.
  2. Sliding is prohibited.
  3. No contact be made by a runner with a fielder.

#### 2. Uniforms

- A. Each player of a team shall wear a playing uniform of neat appearance and of the same color and numbered on the back of the shirt with a plain number at least six inches high and of a solid color contrasting with the color of the shirt.
- B. For individual players uniform sleeve lengths may vary. However sleeves of each individual player shall be approximately the same length and shall not be ragged, frayed, or slit.
- C. Exposed undergarments:
  1. Are considered part of the official uniform.
  2. Need not match in color from upper body to lower body
  3. On the upper body shall be the same color.
  4. On the upper body of the pitcher may be white or gray if she is the only team member wearing the same color.
- C. A uniform shall not have any dangerous or reflective buttons or ornaments.
- D. A pitcher shall not wear any item on the pitching hand, wrist, arm or thighs that may be distracting to the batter.
- E. Plastic visors are prohibited.

#### 3. Batting Helmets

- A. A batting helmet bearing the NOCSAE stamp and exterior warning label is mandatory for each batter, on-deck batter, runners and players in the coach's box.
- B. Non-adult bat/ball "shaggers" shall wear batting helmets while in a live ball area, even if the ball



is dead.

- C. The batting helmet shall have extended ear-flaps (which cover both ears and temples) and chin-straps.
- D. The batting helmet shall be equipped with a securely fastened NOCSAE approved face mask/guard.
- E. Helmets that are broken, cracked, dented or have been illegally altered are prohibited from use.
- F. If a pitcher wears a batting helmet, its outer covering shall have a non-glare surface.
- G. When an umpire observes anyone required to wear a batting helmet deliberately removing the helmet while the ball is alive, the violator shall be declared out immediately, unless the ball becomes dead without being touched by a fielder or becomes dead after being touched.

#### 4. Catchers Equipment

- A. The catcher shall wear:
  - 1. Head protector and mask with throat protector that is:
    - a. Attached to the mask and extends far enough to protect the throat.
    - b. Commercially manufactured, properly attached, unaltered and worn properly.
  - 2. Body protector and shin guards.
  - 3. Players warming up a pitcher at any location within the confines of the field shall wear a mask and throat protector.

#### 5. Other Equipment

- A. Tennis shoes or molded cleat shoes are required. Metal spikes or screw-on cleats are illegal. Metal toe plates are prohibited.
- B. Jewelry (including cloth or string types) or any other items judged by the umpire to be unsafe may not be worn.
  - 1. PENALTY: If a player violates the jewelry rule, the umpire shall issue a team warning. Any subsequent offender on that team shall be ejected.
- C. Casts, splints and braces must be padded (Umpire's judgment).
- D. Bandannas are prohibited.
- E. A headband, if worn, must be one piece, unadorned and a single solid color.
- F. CYO highly recommends that all players wear a mouthpiece.
- G. Body paint or objectionable markings on the body, uniform or equipment is not permitted.
- H. Prior to the start of the game, the head coach shall be responsible for verifying to the umpire that all his/her players are equipped and in compliance with equipment rules.
- I. Loose equipment of the teams may not be on or near the field.
  - 1. PENALTY: The ball is dead if it touches any loose equipment. For offensive equipment causing a blocked ball (and interference), the runner being played on is out. If no play is obvious, no one is called out but all runners must return to the last base touched at the time the ball is declared dead. If the equipment belongs to the defensive team, it becomes a "blocked" ball, the ball is dead and the overthrow rule applies (two bases). Discarded bat by the batter and the catcher's mask and helmet are not examples of loose equipment, they are considered part of the playing field.
- J. Any matters regarding questionable equipment/uniform are at the sole discretion of the official.

## 6. The Bat

- A. The bat shall be an official softball bat made of wood, aluminum, magnesium or a graphite-composite.
- B. There shall be no devices, attachments or wrappings that cause the handle to become flush with the knob.
- C. A warm-up bat must have all parts permanently and securely attached at the time of manufacture and at the time of use.
- D. No player may use more than two bats when warming up on the on-deck circle.
- E. Add-on warm-up bat devices must:
  1. Be commercially manufactured specifically for a softball bat
  2. Be securely attached, so as not to come off during use.
  3. Take, but not exceed, the general shape and size of a bat including the grip.
- F. The knobs on all bats must be securely fastened.
- G. The use of performance enhancing materials inside a bat is illegal.
- H. A bat must have a safety grip of cork, tape or composition material.
- I. The grip must be a minimum of ten inches but not more than fifteen inches from the handle end of the bat.
- J. Slippery tape or similar material may not be used.
- K. No foreign substance may be added to the surface of the bat beyond fifteen inches from the end of the handle.
- L. A one-piece rubber bat grip and knob combination on bats is illegal.
- M. Bats that are broken, cracked, dented, altered or deface the ball are illegal.

## 7. Gloves

- A. Gloves made of leather shall be worn by all fielders.
- B. The glove worn by the pitcher shall be uniform in color and neither white nor gray.
- C. Gloves with white or gray circles on the outside giving the appearance of a ball are illegal for all players.
- D. The glove worn by the catcher may be any size.
- E. Gloves worn by all fielders except the catcher shall conform to the following maximum specifications:
  1. Height measured from the bottom edge or heel straight up across the center of the palm to a line even with the highest point of the glove/mitt: 14 inches.
  2. Width of palm measured from the bottom edge of the webbing farthest from the thumb in a horizontal line to the outside of the little finger edge of the glove/ mitt: 8 inches
  3. Webbing measured across the top end or along any line parallel to the top: 5  $\frac{3}{4}$  inches

## 8. Home Team Responsibilities

- A. Home team shall be responsible for:
  1. Bases which:
    - a. Shall be white bags made of canvas, rubber or synthetic material
    - b. Shall be securely attached to the ground
    - c. May have tapered edges.
    - d. Shall be designed to disengage their anchor systems for safety purposes.
  2. The official game ball: New 12" leather ball.
    - a. Note: If the wrong ball is used by either error or necessity the game shall be



considered to have been legally played.

3. The official scoring book.
4. A home plate umpire.
  - a. Note: Visiting team may provide a base umpire at its' own expense.
5. Any other items necessary to host a contest.
  - a. Note: Both teams are mutually responsible for providing additional balls, if necessary.

### **9. Bench and Field Conduct**

- A. A coach, player, substitute, attendant or other bench personnel shall not:
  1. Fake a tag without the ball.
  2. Carelessly or deliberately throw a bat, helmet, etc.
  3. Call "Time" or use any command or commit any act for the purpose of trying to cause the opposing pitcher to commit an illegal pitch.
  4. Use words or acts to incite or try to incite spectators to demonstrations.
  5. Use words or acts that try to intimidate
  6. Use remarks which reflect upon opposing player, umpire or spectator.
  7. Display poor bench decorum or poor field conduct.
  8. Use bull horns or amplifiers.
  9. Enter any area behind the catcher while the opposing pitcher and catcher are in their positions.
  10. Be outside the vicinity of the designated dugout (bench) or bull-pen area if not a batter, runner, on deck batter, in the coach's box or one of the nine players.
  11. Have any object in his or her possession in the coaches' box other than scoring material.
  12. Argue ball and strike calls or other umpire judgment calls.

### **10. Substitutions**

- A. A substitute may replace a player when the ball is dead or when time has been called.
- B. The substitute or coach shall report, at the time of the change, to the umpire by stating name, uniform number, the name of the player being replaced in the batting order and the position to be occupied in the field.
- C. The umpire shall record all substitutions on the line-up card and then announce immediately any change(s) to the opposing team.
- D. Projected substitutions are not allowed.
- E. Starting players, including pitchers, may be withdrawn from the game and re-entered once, provided such player occupies the same batting position whenever in the line-up. A starter and any substitute for a starter may not be in the game at the same time. I am be
- F. A substitute who is withdrawn may not re-enter.
- G. If a player is injured and should, in the umpire's judgment, be removed from the game, the opposing coach may select a bench player to re-enter the game in the injured player's spot.

### **11. Coaching**

- A. Any member of the team at bat who has not been ejected for unsportsmanlike behavior may occupy each coach's box while that team is at bat.
- B. The person in the coach's box may address base runners or the batter.

- C. No offensive team personnel, other than the base coach, shall be near a base for which a runner is trying so that a fielder may be confused.
- D. No offensive team personnel shall fail to vacate any area (including coach's box) needed by a fielder in an attempt to put out a batter or runner.
- E. If a thrown live ball accidentally touches a base coach in foul territory, or a pitched or thrown ball touches an umpire, the ball is alive and in play.
  - 1. **Note: If the coach is judged by the umpire to have intentionally interfered with a thrown ball, any runner being played on is out. If, in the umpire's judgment, no runner is being played on, the runner closest to home is declared out.**
- F. A coach shall not physically assist a runner during playing action.

## 12. Designated Hitter

- A. A hitter may be (it is not mandatory) designated for any one starting player in the game.
- B. A designated hitter for said player must be selected prior to the start of the game, and her name must be included on the line-up cards presented to the umpire and the official scorekeeper.
- C. Failure to declare a designated hitter prior to the game precludes the use of a designated hitter in that game.
- D. If a pinch hitter or pinch runner for the designated hitter is used, that player becomes the new designated hitter. The player who is the designated hitter may re-enter like any other player under the re-entry rule.
- E. The role of the designated hitter is terminated for the remainder of the game when:
  - 1. The defensive player, or any previous defensive player for whom the designated hitter batted, subsequently bats, pinch hits or pinch runs for the designated hitter.
  - 2. The designated hitter or any previous designated hitter assumes the defensive position. A designated hitter and the player for whom she batted are "locked" into the same position in the batting order. No multiple substitutions may be made that will alter the batting rotation.
  - 3. If a pinch hitter or runner is used for a designated hitter and that team bats around in that half inning, the player who was the designated hitter was removed from the game for the first time when the pinch hitter or runner was used. After the role of designated hitter is terminated, neither that player nor the original defensive player may be in the game at the same time.
- F. If a team is playing with 9 or 10 (if DH is used), and there are no available substitutes when a runner advancing on an awarded base or after reaching base and is unable to continue:
  - 1. The previous batter not on base is allowed to replace that player as a temporary runner until she is put out, scores or the half-inning ends.
  - 2. When the player who could not continue is to bat, an out shall be called.

## 13. Starting and Ending the Game

- A. Before game time, the home and visiting team shall deliver their respective batting orders to the official scorekeeper and opposing team.
- B. The home coach shall decide whether the grounds and other conditions are suitable for starting the game.
- C. If there are unusual conditions, such as spectators or obstacles too near the playing field, the home coach shall propose special ground rules. If sanctioned by the visiting team, these shall be in force. If the teams cannot agree, the umpire shall formulate "ground-rules". Ground rules

shall not supersede any rules contained herein. All special rules shall be announced.

- D. The field should be clearly marked. Markings should include flags on foul poles along the foul lines past first and third and vertical foul line markings on any wall that limits the outfield.
- E. For special field condition, such as drain pipe that makes a spot where it is impossible or very difficult for a fielder to retrieve the ball, the ball should become dead if it goes to that spot and each runner's advance should be limited to two bases.
- F. A team must begin the game with nine players and may continue with eight.
- G. The pitcher has a choice of balls at the start of each half inning except if one is unused after the top half of the first inning.
- H. A regulation game is six innings unless extra inning(s) are necessary because of a tie score.
- I. In the case of time, weather or darkness, three complete innings constitutes a complete game.
- J. A regulation game ends if:
  1. Team leads another by ten runs after three complete Innings. If home team is up by ten runs at the bottom of the third inning or thereafter, it does not bat. If the home team is batting in the bottom of the third inning or thereafter and increases its lead to ten runs the game is to be halted by the umpire regardless of outs. Violation of this section will result in a loss for both teams.
  2. In the umpire's judgment, darkness and/or inclement weather interferes with play and if three complete innings have been played.
  3. Time limit expires. New inning(s) may not start after one and half hours of play from the starting time. Team scorekeepers are recommended to note the starting time at the top of the scoring book. In a discrepancy the home team scoring book is the official scoring book. **Note: The time limit supersedes the inning rule.**
  4. An emergency is declared by the umpire.

#### 14. Infield-Fly

- A. A fair fly (not including a line drive or an attempted bunt) which can be caught by an infielder with ordinary effort; and provided the hit is made before two are out and at a time when first and second bases or all bases are occupied. When it seems apparent that batted ball will be an infield fly, the plate umpire immediately announces it for the benefit of the runner. If the hit should then prove to be foul, the decision is reversed and it is treated the same as any foul.

#### 15. Strike Zone

- A. The strike zone shall be between the batter's armpit and the top of the knees when the batter assumes a natural batting stance.
- B. Any part of the ball passing through the strike zone shall be considered a strike.
- C. The umpire shall determine the batter's strike zone according to the batter's usual stance when swinging at a pitch.

#### 16. Charged Conferences

- A. Each team, when on defense, may be granted no more than two charged conferences during a game, without penalty, to permit coaches or their representative to confer with a defensive player(s).
- B. In any extra inning game, each team shall be permitted one charged conference each inning while on defense without penalty.

- C. The number of charged conferences permitted is not cumulative.
- D. A request for time for this purpose may be made by a coach, player, substitute or any attendant.
  - 1. Penalty: After two charged conferences in a six-inning game, or for any charged conference in excess of one in each extra inning, the pitcher shall be removed as pitcher for duration of game.
- E. Each team when on offense may be granted not more than one charged conference per inning to permit the coach or any of that team's personnel to confer with base runners, the batter, the on-deck batter or other offensive team personnel.
- F. When either team has a charged conference, the other team may also have a conference which is not charged provided the non-charged conference concludes when the opposing team's charged conference concludes, thus not delaying the game.

### 17. Pitching

- A. Prior to starting the delivery (pitch), the pitcher shall take a position with the pivot foot on or partially on the top surface of pitcher's plate and the non-pivot foot in contact with or behind the pitcher's plate. Both feet must be on the ground within or partially within the 24" length of the pitcher's plate.
- B. Prior to pitching the pitcher must take a position with shoulders in line with first and third base with the ball in the glove or pitching hand and with the hands separated.
  - 1. While in this position, the pitcher shall take (or simulate taking) a signal from the catcher.
  - 2. After completing (1) the pitcher shall bring the hands together in front of the body for not less than one second and not more than ten seconds before releasing the ball. Note: The hands may be motionless or moving.
- C. The pitcher shall not be considered to be in pitching position unless the catcher is within the lines of the catcher's box and in position to receive the pitch.
- D. The pitcher may not take the pitching position on or near the pitcher's plate without having possession of the ball.
- E. The pitch starts when one hand is taken off the ball or the pitcher makes any motion that is part of the wind-up after the hands have been brought together.
- F. Once the hands are brought together, the pitcher shall not take more than one step, which must be forward, toward the batter and simultaneous with the delivery.
- G. A step backward must begin before the hands come together. The step may end before or after the hands come together. Towards is interpreted as within or partially within the 24" length of the pitcher's plate.
- H. All defensive players, other than the catcher, shall be in fair territory at the time of the pitch.
- I. The pivot foot may remain in contact with or may push off and drag away from the pitching plate prior to the front foot touching the ground, as long as the pivot foot remains in contact with the ground.
- J. Pushing off with the pivot foot from a place other than the pitcher's plate is illegal.
- K. It is not a step if the pitcher slides her foot in any direction on the pitcher's plate, provided contact is maintained.
- L. Techniques such as the "crow hop" and "the leap" are illegal.
- M. A legal delivery shall be a ball that is delivered to the batter with an underhand motion.
  - 1. The release of the ball and the follow through of the hand and wrist must be forward past the vertical line of the body.
  - 2. The hand shall be below the hip and the wrist not farther from the body than the elbow.
  - 3. The pitch is completed with a step toward the batter.



- N. The pitcher may use any wind-up desired providing:
1. No motion to pitch is made without immediately delivering the ball to the batter.
  2. The pitcher does not use a rocker action in which, after having the ball in both hands in pitching position, removes one hand from the ball, takes a backward and forward swing and returns the ball to both hands in front of the body.
  3. The pitcher does not use a wind-up in which there is a stop or reversal of the forward motion.
  4. The pitcher does not make more than one revolution of the arm in the windmill pitch. A pitcher may drop the pitching arm to the side and to the rear before starting the windmill motion. The ball does not have to be released the first time past the hip.
  5. The pitcher does not continue to wind-up after taking the forward step that is simultaneous with the release of the ball.

### 18. Pitching Infractions

- A. The pitcher shall not:
1. Deliberately drop, roll or bounce the ball while in pitching position in order to prevent the batter from striking it.
  2. at any time during the game be allowed to use tape or other substance on the ball, contact points of the pitching hand or fingers, nor shall any other player apply a foreign substance to the ball. Under the supervision and control of the umpire, powdered resin may be used to dry the hand.
- B. Once the ball has been returned to the pitcher, she has twenty seconds to release the next pitch.
1. PENALTY: (SEC. A & B) Any infraction is an illegal pitch. The batter is awarded a ball, and base runners are awarded one base without liability to be put out. If the pitcher completes the delivery of the ball to the batter and the batter hits the ball, the coach of the team at bat shall have the option of the result of the play or the penalty for an illegal pitch. A delayed dead ball will be signaled by the umpire by extending his or her left arm horizontally.
- C. No pitch shall be declared when:
1. The pitcher pitches during the suspension of play.
  2. The pitcher attempts a quick return of the ball before the batter has taken position or is off balance as a result of a previous pitch.
  3. The runner is called out for leaving a base too soon.
  4. The pitcher pitches before a base runner has retouched the base occupied after a foul ball has been declared and the ball is dead.
  5. A player, manager or coach calls "Time" or employs any other word or phrase or commits any act while the ball is alive and in play for the obvious purpose of trying to make the pitcher commit an illegal pitch.
- D. At the beginning of each inning or when a pitcher relieves another, no more than one minute may be used to deliver no more than five balls to the catcher or other teammate. The one-minute time limit begins from the third out of the previous half-inning. Play shall be suspended during this time.
1. PENALTY: For excessive warm-up pitches a pitcher shall be penalized by awarding a ball to the batter for each pitch in excess of five.
- E. If the ball slips from the pitcher's hand during the back swing, it shall not be a pitch. If the ball slips during the forward motion, a ball is called on the batter. In either case the ball remains in play and runners may advance at their own risk.



- F. The pitcher shall not throw to a base while a foot is in contact with the pitcher's plate after having taken the pitching position.
- G. The pitcher shall not deliver a pitch until all defensive players are positioned in fair territory, except the catcher who must be in the catcher's box.
  - 1. PENALTY: For infraction of SEC F & G- Illegal pitch, the ball is dead immediately. A ball is called on the batter and all runners advance one base without liability to be put out

### 19. Base Running

- A. Stealing home is not permitted. If a runner steals home and contacts the plate she will be declared out. A runner on third base may legally advance to home plate when:
  - 1. She is batted in.
  - 2. She is forced in.
  - 3. A play is made on a runner at any base.
- B. A legal slide can be either foot first or head first. If a runner slides feet first, at least one leg and buttock shall be on the ground. If a runner slides, runner must be within reach of the base with either a hand or a foot when the slide is completed.
- C. A slide is illegal if:
  - 1. The runner uses a rolling, cross-body or pop-up slide into the fielder.
  - 2. The runner's raised leg is higher than the fielder's knee when the fielder is in a standing position.
  - 3. The runner goes beyond the base and makes contact with or alters the play of the fielder.
  - 4. The runner slashes or kicks the fielder with either leg.
  - 5. The runner tries to injure the fielder.

### 20. Extra Innings

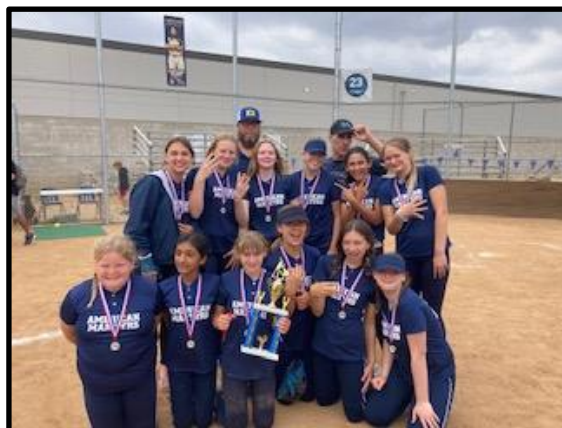
- A. If the score is tied after six complete innings and/or the time limit has expired, play shall continue using the California Tie Breaker Rule:
  - 1. The player that made the last out in the prior inning begins on second base. The team then has three outs to score one or more runs.
  - 2. The opposing team will do the same after the third out.
  - 3. This continues until one team scores more runs than the other in an equal number of complete innings unless the home team leads.

### 21. Suspended Game

- A. A game called for any reason where a winner cannot be determined will be treated as a suspended game.
- B. A suspended game shall be continued from the point of suspension with the line-up and batting order of each team exactly the same as the line-up and batting order at the time of the suspension
- C. A game shall be forfeited to the offended team by the umpire when a team is twenty minutes late for a scheduled game time or refuses to continue play after the game has started.
- D. Score of a forfeited game is 7 to 0 except if the game is forfeited after the number of innings required for a regulation game and the offending team is behind. Then the score remains as recorded. If the offending team is leading, the score shall be 7 to 0. All individual and team averages shall be included in the official records, except that no pitcher shall be credited with a victory or charged with a loss in such a game if it is not a regulation game.

**22. VIDEOTAPING**

- A. Under no circumstance may a school administrator, Coach, student athlete or spectator visually record (regardless of the medium) a contest that does not involve their school team. Exceptions: Competitions.



## APPENDIX H

### Golf Rules

#### 1. Coed Team Competition

- A. Top 4 scores from each school count as a team (from A and B levels only). If C level is playing a different course they will not be considered for the team score but will qualify for individual awards.

#### 2. Awards

- A. Top individual awards in girls division for A, B and C (award # is subject to change based on number of participants)
- B. Top individual awards in boys division for A, B and C (award # is subject to change based on number of participants)

#### 3. Participation

- A. Each A & B level player can compete both individually and as part of a team (if 3 others from same school register )
- B. Open to players in grades 2 through 8 who have golf experience. PLEASE NO BEGINNING GOLFERS AS THIS SLOWS THE PACE DOWN.
- C. All 7th and 8th graders will be in A division, all 5th and 6th grades will be in B division and all 2nd thru 4th grades will be in C division for individual awards

#### 4. The Match

- A. 9 Holes - Stroke Play
- B. Ties broken by card off – scores of each hole starting at nine and going back compared until winner is found
- C. Max score of double par on all holes.

#### 5. Player Equipment

- A. Each player must have his/her own bag, clubs, and equipment
- B. 14 club rule in effect

**APPENDIX I**

**For Cheerleading, Song & Dance Rules**

## APPENDIX J

### Track & Field Rules

#### 1. Participation

- A. A competitor may compete in any three events. Exceptions:
1. "A" competitors (7<sup>th</sup> and 8<sup>th</sup> grade) will have no restrictions and may compete in any three events. Both the 800 meter and 1600 meter runs are strenuous events. Running them in combination requires several weeks of training. To enter this combination of events, the athlete's coach must certify that the athlete has previously competed in this combination in a meet and did so without difficulty.
  2. If an athlete at the "B" level (5<sup>th</sup> and 6<sup>th</sup> grade) is entered in any two of the following events (400M, 800M, 1600M, 4x400M), their third event must be a field event or the 4x100 Relay. Exception: if doing the 800 meter and 1600 meter then their third event can only be a field event.
  3. "C" level athletes may only compete in three events.
  4. **NOTE: Any athlete caught violating exceptions 1 through 3 will be disqualified from all events that he/she participated in. If the violation occurs in the Finals, it will include forfeiture of any points earned and medals awarded. If the violation occurs in the regionals or prelims, the athlete will be barred from competition in the Finals.**

#### 2. General Rules

- A. No spikes of any kind or shoes made to take spikes will be allowed. Any contestant wearing illegal shoes in any competition will be immediately disqualified from all events that he/she participated.
- B. No jewelry of any kind, including Live Strong bracelets may be worn. Failure to remove jewelry will lead to immediate disqualification.
- C. No coaches will be allowed on the course at any time.
- D. Athletes who fail to report to the Clerk of the Course for their intended event will be automatically scratched from that event.
- E. Shot put and long jump events will be contested in flights. Jumpers who must leave for another event will be allowed to make-up a jump with the prior approval of the event judge. Contestants leaving the pit area(s) without approval from the field judge will be declared finished and not allowed to come back and complete any other jumps or throws.
- F. All running events will be run in heats. There will be no run-offs at prelims.
- G. The 800, 1200 and 1600 meter runs will begin with a waterfall start.
- H. The 4 x 400 Meter Relay will be run with a 2 turn stagger.
- I. The top eight times and marks of the day will advance to the next level.
- J. "C's" do not advance beyond the Regionals. If a coach wishes to have a "C" Division athlete advance, that athlete must compete as a "B" in the Regionals.
- K. Any athlete who qualifies for the next level in an individual event may not withdraw from that event to compete in a relay. Athletes who fail to qualify in an individual event may substitute into a relay at the next level.
- L. For any dispute not specifically detailed in the CYO rule book, the State Federation rule book will be used to settle any such disputes. All decisions will be final.
- M. "A" & "B" level for both boys and girls, may only have one relay team per division.
- N. Javelin is an official scored event. Schools may enter three competitors at the "A" & "B" level, ten competitors at the "C" level. The event will count towards the number of events for the athlete.

**APPENDIX K****1. Soccer Rules**

- A. Where nothing stated by CYO, FIFA soccer rules to govern.
- B. 9 v 9 soccer. All female only or all male only.
- C. Games will start promptly; there is no grace period. Plan to play games in inclement weather.
- D. Need a minimum of 7 players to start in order NOT to forfeit.
- E. Home team responsible to adjust uniform if two teams have same color uniforms. Goalies to wear pennies or different color jersey than on the field.
- F. All coaches must have valid CYO certification cards and shall show cards to referees prior to game as well as pay the referee fee.
- G. Each team must provide a game ball (size 5).
- H. Prior to start of game, both teams shall gather at center circle for pre-game prayer led by the home team.
- I. No steel cleats allowed; rubber cleats permitted and all players must wear shin-guards.
- J. Off sides will be in effect.
- K. Coin toss will determine the kickoff.
- L. Substitution at any time during stoppage of play. Referee has right to deny substitution if team intent is to waste time or excessive substitution to delay game. Player (s) must be ready at the midfield and wait for referee to be allowed in.
- M. Two 25 minute halves, running clock. Clock does not stop and no time will be added.
- N. One 5 minute halftime intermission.
- O. A win is worth 3 points, a tie is worth 1 point, a loss is worth 0 point and a forfeit is worth -3 points.
- P. The top teams from each division based on total points will advance to CYO Playoffs which is single elimination. The number of playoff qualifying teams depends on number of teams in the division. Any ties to determine playoff berths to be determined by head to head (1<sup>st</sup>) or coin flip (2<sup>nd</sup>)
- Q. Playoff games that end in a tie to be broken with 5 rounds of penalty kicks. If still tied, then add one round of penalty kicks until tie is broken.
- R. Player Conduct
- S. Red card – automatic ejection plus minimum one game suspension.
- T. Violent conduct will result in automatic suspension from soccer season.
- U. Two yellow cards in one game equates to a red card.
- V. Spectator Conduct - All Coaches are responsible for their school's spectators. Spectators are expected to conduct themselves in a manner consistent with all CYO rules and regulations as well as show respect for the facilities, including but not limited to cleaning up all areas (fields, sidelines, picnic areas, etc.) after use. Failure by fans to behave appropriately may result in a yellow card for the team's coach.
- W. VIDEOTAPING  
Under no circumstance may a school administrator, Coach, student athlete or spectator visually record (regardless of the medium) a contest that does not involve their school team.

## APPENDIX L LIST OF SCHOOLS BY CONFERENCE

### **Foothill**

Alverno  
Assumption BVM  
Holy Angels  
Holy Family (SPas)  
Immaculate Conception (M)  
SS. Felicitas and Perpetua  
St. Andrew  
St. Elizabeth (A)  
St. Luke  
St. Philip the Apostle  
St. Rita  
St. Therese

### **Metro/Sunset**

Cathedral Chapel  
Christ the King  
Holy Spirit  
Immaculate Conception (LA)  
Immaculate Heart of Mary  
Our Lady of Loretto  
Our Mother of Good Counsel  
Precious Blood  
St. Brendan  
St. Paul  
St. Thomas the Apostle  
St. Vincent

### **Verdugo**

Holy Family (G)  
Holy Trinity (LA)  
Incarnation  
Our Lady of Lourdes (T)  
St. Bede  
St. Bernard (LA)  
St. Dominic  
St. Ignatius of Loyola  
St. James/Holy Redeemer  
St. Monica Academy

### **Big 10**

Beatitudes of Our Lord  
St. Bruno  
St. Gregory the Great  
St. Hilary  
St. John of God  
St. Linus  
St. Marianne de Paredes  
St. Mary of the Assumption  
St. Paul of the Cross  
St. Pius X

### **Southeast**

Holy Innocents  
Our Lady of Refuge  
St. Anthony (LB)  
St. Athanasius  
St. Barnabas  
St. Cornelius  
St. Cyprian  
St. Joseph (LB)  
St. Lucy  
St. Maria Goretti  
St. Pancratius

### **Southland**

Our Lady of Fatima  
Our Lady of Perpetual Help (D)  
Our Lady of the Rosary  
St. Bernard (B)  
St. Dominic Savio  
St. Gertrude  
St. Helen  
St. Matthias  
St. Philip Neri  
St. Raymond  
St. Rose of Lima

### **Angelus**

Dolores Mission  
Our Lady of Guadalupe (LA)  
Our Lady of Guadalupe (RH)  
Our Lady of Lourdes (LA)  
Our Lady of Talpa  
Resurrection  
Sacred Heart (LA)  
Santa Isabel  
Santa Teresita  
St. Turibius

### **Mission**

All Souls  
Epiphany  
Nativity (EM)  
Our Lady of the Miraculous Medal  
San Gabriel Mission  
St. Alphonsus  
St. Anthony (SG)  
St. Benedict  
St. Thomas Aquinas  
St. Thomas More

### **Mountain**

Holy Name of Mary  
Our Lady of the Assumption  
Pomona Catholic  
Sacred Heart (C)  
St. Christopher  
St. Dorothy  
St. Frances of Rome  
St. John the Baptist  
St. Joseph (LP)  
St. Joseph (P)  
St. Louis of France  
St. Louise de Marillac  
St. Martha

### **Big South**

Holy Name of Jesus  
Maria Regina  
Nativity (LA)  
St. Anthony of Padua  
St. Cecilia  
St. Eugene  
St. Frances X Cabrini  
St. John Chrysostom  
St. Joseph (H)  
St. Michael  
St. Raphael  
Transfiguration

### **Gateway**

Ascension  
Mother of Sorrows  
Our Lady of Victory  
San Miguel  
St. Albert the Great  
St. Aloysius Gonzaga  
St. Columbkille  
St. Emydius  
St. Lawrence Brindisi  
St. Malachy  
St. Odilia

### **PACIWAC**

Corpus Christi  
Good Shepherd  
Notre Dame Academy  
St. Anastasia  
St. Anne Mission  
St. Augustine  
St. Mark  
St. Martin of Tours  
St. Monica Prep  
St. Paul the Apostle  
St. Sebastian (LA)  
St. Timothy  
Visitation

### **Southbay**

American Martyrs  
Holy Trinity (SP)  
Mary Star of the Sea  
Nativity (T)  
Our Lady of Guadalupe (HB)  
SS. Peter and Paul  
St. Catherine Laboure  
St. James  
St. John Fisher  
St. Lawrence Martyr  
St. Margaret Mary Alacoque  
St. Philomena

### **East Valley**

Guardian Angel  
Mary Immaculate  
Our Lady of Peace  
Santa Rosa de Lima  
St. Didacus  
St. Elisabeth (VN)  
St. Genevieve

### **Mid Valley**

Chaminade  
De La Salle  
Our Lady of Grace  
Our Lady of Lourdes  
St. John Eudes  
St. Bridget of Sweden  
St. Cyril of Jerusalem  
St. Euphrasia  
St. Paschal Baylon

### **NAC**

St. Charles Borromeo  
St. Finbar  
St. Francis de Sales  
St. Francis Xavier  
St. Jane Frances de Chantal  
St. Patrick  
St. Robert Bellarmine  
Our Lady Holy Rosary

### **West Valley**

Our Lady of Malibu  
Our Lady of the Valley  
St. Bernardine of Siena  
St. Joseph the Worker  
St. Jude the Apostle  
St. Mel  
St. Rose of Lima (SV)

Effective 8/1/2024