

Mt. Prospect Park District

Official Adult Sports Policies

I. General Information

- A. Captain's Meeting (summer softball only and in-line hockey)
 - 1. Each team captain or representative present.
 - 2. The meeting will be held prior to beginning of league play to discuss specific playing rules and regulations and submit team rosters.
 - 3. Fall, winter and spring basketball, softball and volleyball will receive a packet of information concerning their league. No meeting will be held.
- B. ROSTERS must be typed or printed and submitted to the Park District by the deadline. No roster will be accepted after the deadline. If a league does not fill during the registration period the Park District will allow teams to register until the league is filled. Roster deadline: summer softball at the manager's meeting. All other league rosters are due before the first game of the season.
 - 1. Required player information:
 - a. Full name.
 - b. Drivers license number.
 - c. Home addresses.
 - d. Home telephone numbers.

Any above information left off the team roster shall involve deletion of the player's name from the roster. We need full information for protest purposes.

- 2. Purpose:

Their purpose is for office use to determine residency protests and any other function the coordinator deems necessary. Therefore:

 - a. Team rosters will be available only in the case of an illegal player protest.

- C. League Fees:
Full payment of league fees are due at time of registration. If a team drops out of a league before league play begins they will receive a 50% refund. If a team drops out of a league once the league begins or because of forfeits or unsportsmanlike behavior no refunds will be given.
1. Returning resident teams: Summer Softball Only!
Any team not turning in a roster will be classified as a non-resident team. Therefore, there is no guarantee that space will be available.
 - a. Returning resident team will be allowed first priority for registration! (SOFTBALL ONLY) 60% will be considered a resident team.
- D. Team Managers Responsibilities:
The success of the Park District Sports Program depends largely on the leadership qualities and interest of team captains.
1. Each team must have a manager to coordinate between the players and the Park District.
 2. Some of the duties are as follows:
 - a. Attend all manager's meetings called by the Park District.
 - b. Submit official team roster (fully completed - see section I. B. Rosters) on or before stated deadline.
 - c. Notify team members of scheduled and re-scheduled games: date, location and time.
 - d. Have team ready to play as scheduled.
 - e. Provide extra personnel such as timers and scorers as requested.
 - f. Be familiar with all rules (eligibility and games) and see that team is aware of these rules.
 - g. Make sure teammates play according to the rules of the game and conduct themselves in a good sportsmanlike manner.
 - h. Notify Park District whenever his/her team must default a contest.
 - i. **KEEP IN CLOSE TOUCH WITH THE PARK DISTRICT STAFF FOR PERTINENT INFORMATION.**
- E. Postponed or Re-Scheduled Contests:
1. No games or contest will be re-scheduled after an official schedule has been released. The Park District reserves the right to postpone or re-schedule a contest if circumstances warrant such action.
 2. Postponed games (by the Park District) shall be re-scheduled.
 - a. First on the rain dates in the official schedules.
 - b. Secondly, whenever a playing field and time is available. Adequate notice will be given to the teams.

- c. Summer and Fall Softball leagues - the Park District has full authority to schedule make-up games on Saturday or Sunday if needed before the 2nd rain date on the schedule is used. Most weekend make-up games will be double headers and will be scheduled if two rainouts occur early in the season.
 3. Called games due to inclement weather:
 - a. Weekdays - games will not be called before 4:00 p.m. Team captains and/or players may call the Hot Line (847/ 364-2828) to find out if scheduled games will be played. No information will be available prior to 4:00 p.m.
 - b. Weekends - games will not be called before 10:00 a.m. Individuals/team captains may call the Hot Line (847/ 364-2828) to find out if the scheduled games will be played.
- F. Accident and Injuries:
 1. Only minor first aid care will be given out by activity supervisor.
 2. All injuries should be reported to the supervisor on duty. An accident report form must be completed on all injuries.
 3. The Park District assumes no responsibility for injuries or personal property damages resulting from participating in activities sponsored by the Park District over and beyond the individual's personal insurance.
- G. Determination of Ties:
 1. For first place:
 - a. If two teams are tied and one of those teams won both contests they will receive the higher place (if three games were played the team that won 2 out of 3 or all 3 games would receive the higher place).
 - b. If the two teams split with each other, a one game playoff will be held (no score differential).
 - c. A playoff game may be held after the conclusion of the post-season tournament due to facility availability. If this should occur teams will be placed in the bracket based on the procedure used in determination of ties used in A and B, or if only one game was played the team that won that game would get the higher placement.
 2. For all other places:
 - a. If two teams are tied and one of those teams won both contests they will receive the higher place (if three games were played the team that won 2 out of 3 or all 3 games would receive the higher place).

- b. If score differential is the same, total scores of all games will determine the higher place in the standings.

H. Trophies and Awards:

1. Team trophies are given for 1st and 2nd place in league play unless otherwise specified in individual sport rules.
2. Individual team awards will be presented to 1st place finishers in their respective league. First place winning team will receive a letter giving the team a choice of purchasing merchandise at a local sports store (to be determined by the park district staff on an annual basis) or the team could choose to use that dollar amount towards their next league entry fee. No cash awards will be given and the team cannot choose a sporting goods store of their choice.
3. Post season tournament - trophies and awards will be outlined in a specific tournament information packet.

I. Sports Supervisors:

1. The Mt. Prospect Park District provides supervisors for all activities.
2. Supervisors have complete authority to deal with any immediate situation which may develop at the activity to which they are assigned.
Supervisors have full authority to remove a player(s) from a contest for abusive or unsportsmanlike behavior.

II. General Rules and Regulations

- A. The Coordinator of Sports reserves the right to put into immediate effect any new ruling regarding Park District Sports; after properly informing team captains.
- B. No alcoholic beverages, glass containers or drugs are permitted on or around the playing area. Contests will not be played and will be forfeited. Teams or individuals may be barred from further competition or asked to leave the playing area.
- C. Following Year Team Placement (Summer Softball and in-line hockey)
 1. First Place Finishers - for the second year in a row - in each league will be required to move up to the next higher level the following year (example: 1st place B league moves to an A league).

2. Last Place Finishers - in each league you will have the option to stay or drop to the next lower league the following year (example: 6th place or last place A league moves to a B league).
- D. Team members, captains, spectators, coaches or entire teams may be asked to leave the playing area if displaying unsportsmanlike conduct or abusive language.

III. Eligibility

- A. Team Eligibility:
All teams, (players) will be eligible to play in any Mt. Prospect Park District Sports or any Park District sanctioned activity as long as they abide and adhere to subsequent and previously published eligibility requirements.
- B. Participant Eligibility:
Players may only play on one team, in the same sport, within the Mt. Prospect Park District. He/she may not transfer from one Park District team to another after the season begins (Men's & Co-Rec League is permitted).
 1. Each player is responsible for his/her own eligibility status.
 - a. Captains should confirm player eligibility or suspension status of teammates on the roster and must question the opposing team's players prior to the end of the event if there is any concern with eligibility.
 - b. The field supervisor will take note of player eligibility whenever he becomes aware of the alleged infraction. The protest must be marked in the official scorebook (home team's book) and signed by the official (see protest procedure).
 2. A participant who has been suspended from participation is not eligible to take part in the particular sport for the period of their suspension.

IV. Protests

- A. Illegal Roster (players) - This protest must be made before the last out of the game. The protest fee for illegal players is \$50.00/player maximum of three (3) players. At the time of the protest the player(s) that are questioned will have ten (10) minutes to produce a picture ID. The head supervisor will be in charge of handling this protest. If a player can not produce a picture ID, it will be assumed that the player in question is an illegal player. Rosters will be out at the fields for all games.

B. Rule Interpretation - This protest must be made at the time the incident occurred.

If another pitch is thrown and play resumes, no protest could be made. At the time of the protest, the manager of the team making the protest must ask the umpire for play to stop, that he wants to file a protest. The umpire, both managers, scorekeeper and head field supervisor must all be involved in the protest meeting. The scorekeeper must mark clearly in the score book the point of protest. The head supervisor must write out the report stating exactly what rule is in question by the protesting manager. The protesting manager must submit a written protest at the time of the protest. Play will resume at that point. The decision will be made within 24 hours by the athletic staff and team managers will be notified of the decision.

All protest fees must be made at the time of the protest and in cash. Protest fees will be \$50.00 - cash only. These fees must be paid within 15 minutes of the last out of the game. If not paid within this time frame fees will be doubled.

All protest fees are non-refundable. If the word protest is said to the umpire or head supervisor then it is a protest, the fee must be paid. If your team wins the game you still must pay the fee. If you protest a player on the roster, there will not be a refund, win or lose.

C. Misspelled names: on the team roster or score sheet will not result in forfeiture of the contest.

D. Playing Ineligible Players:

1. Any team playing an ineligible player will forfeit the game in which the ineligible player's name appears on the score sheet.

E. Post Season Play-Offs:

1. If the use of an ineligible player is detected then the last offended team shall advance in play-off competition.

2. If the infractions by both teams are detected by protests during the game, then play shall be halted, driver's license numbers checked against the players' driver's license, and the field supervisor will rule on the eligibility's. If both teams are at fault, both teams will be eliminated from the tournament.

3. A player has ten minutes to produce a picture ID.

V. Forfeit Policy

A. Forfeit Time:

Any team or individual competitor not prepared to play at the scheduled time and location or within the ten minutes grace period shall automatically forfeit the contest. The minimum number of players necessary to start and continue a game varies with each sport and will be

stated in the league rules for that sport. Some leagues may have different grace periods and will be stated specifically in these league rules and guidelines.

B. Forfeit Situations:

1. If a player that is suspended plays in a game during his/her suspension that player will be suspended for 3 games, the game will be forfeited and the team will be placed on probation for one year and may be removed from the league.
2. Unsportsmanlike conduct or disruptive behavior exhibited by team's manager's, players or spectators may result in forfeiting the game. Prior warning may be given. In such cases the officials' or supervisors' decision will be final.
3. No alcoholic beverages, glass containers or drugs are permitted on Park District property. Contests will not be played and will be forfeited. Teams or individuals may be barred from further competition or asked to leave the playing area.
4. Two forfeits or more: The team will automatically be dropped from further competition and not qualified for any of the play-offs (contests already played by dropped teams will remain official, contests not yet played will be recorded as "wins" for the opposing teams).
5. Double forfeits: In this event, both teams will have "defeats" recorded against their records, except in tournament play-offs (see "Penalties for Eligibility Infractions", Section 4).
6. No money will be returned to any team winning by forfeit.

VI. Abusive Behavior and Unsportsmanlike Conduct Policy

A. The Mt. Prospect Park District's Recreation Staff has the authority to give an automatic game suspension to a player, coach or team member that is ejected from an athletic contest (before, during or after the contest) anywhere from the normal automatic one game to a maximum 4 game suspension. If a situation warrants a more severe penalty the park district staff may issue a longer length of suspension to the player, coach or team member as defined in the District's Control Ordinance #525.

B. Team Offense:

Any team which is involved in a "team" (most of all the team members present) fight will forfeit that game and be eliminated from the remainder of the season plus one year.

VII. Protest Procedures: The following procedure applies to all sport team events.

- A. No protest will be considered if based on a judgment call of an official.
 - B. Team captains must notify game officials that the game is being played under protest immediately following a discrepancy and/or rule misinterpretation. Team captains should insist that officials indicate notification of protest on the official score sheet. Also, the field supervisor, the official and the opposing manager must be notified at that time.
 - 1. No protests lodged after the completion or after one or more subsequent plays have elapsed will be accepted.
 - 2. Player eligibility protests will only be accepted during the contest to the officials. No eligibility protest will be upheld if the contest is completed. The losing team becomes aware that their opponents used an ineligible player.
 - C. All written protests must be printed or typed and submitted to the Sports Coordinator along with a \$50.00 non-refundable protest fee at the time of the protest.
 - D. All protests will be ruled on by the Park District staff. Protest rulings will take into consideration all circumstances surrounding the protested discrepancy and not necessarily only a misinterpretation or incorrect ruling on the part of an official.
 - E. All protest decisions are the responsibility of the Sports Protest Committee.
 - F. In most cases, discrepancy or rule interpretation protests upheld by the Park District staff will be replayed from the point just before the protest occurred. Arrangements for replaying protested games will be made by the Sports Coordinator.
 - G. Upheld protests concerning player eligibility will result in the contest being forfeited by the offending team.
- VIII. It will be the responsibility of the Coordinator of Sports to act on any situation not specifically covered within the regulations in this handbook