



# **PLAIN TOWNSHIP PARKS DEPARTMENT:** **LEAGUE PROCEDURES POLICY:**

## **Sign In Procedure:**

ALL players and coaches for all games must be signed in to the sign in sheet prior to the start of every game. Players may be required by the facility supervisor to show a photo ID when signing in to play for that day. If a player refuses or fails to provide a proper ID, that player will not be permitted to participate in that game. By signing the sign in sheet, you agree to the terms and conditions of the facility team liability waiver.

Prior to the kickoff, each team needs to pay their portion of the league determined referee fee. Any team that refuses to pay the referee their portion will be fined the full referee amount for that match plus \$25 facility fee.

## **LEAGUE COMMUNICATIONS:**

All communications sent by the league will be sent through our Team Sideline system via email. This includes releasing the schedule, REC rosters, league information, etc. You may also find information on our website at any time.

**All emergency alerts, building closures, or other immediate communications will occur through our Team Sideline email and emergency text alerts system.** You must enroll your mobile device into our system to receive text alerts. You may do so on our website.

We will also use Township social media to announce registration details and building closures.

## **CANCELLATIONS AND NO SHOW POLICY:**

Teams are not permitted to cancel any games under any circumstances. All team cancellation requests must be submitted in writing (email is acceptable) and/or phone call/text to the Soccer Manager or Parks Director with a minimum 24 hour notice. Failure to notify or send notification under the minimum 24 hour requirement can be met with a fine of the full referee amount for that game plus a \$25 facility fine. There will be no make-up games granted for teams that cancel or fail to show up on a scheduled game.

Teams that fail to meet the minimum number of players for a match will be required to pay the full referee fee for that game and the result forfeited.

Any team that cancels two (2) or more games in a single season can be removed for a minimum of one season pending further review by the Parks Department.

**SCHEDULE REQUESTS:**

Teams are required to notify the league of any schedule requests (NOT REC K-12) by the league registration deadline. Schedule requests after the deadline may not be granted.

**NEED A TEAM SLOTS:**

In the case of an odd number of teams in a division or an approved team cancellation, the open slot will be filled with a "NEED A TEAM" game. In this case, all teams will be assigned to fill an extra game in their schedule to cover the missing space. The team filling the slot will only be responsible for their half of the referee fee unless other arrangements have been made. Teams may decline the NEED A TEAM game up until 72 hours prior to the kickoff of that game. After that time, it will be assumed that the team accepted the game. Any NEED A TEAM game cancelled under 72 hours will follow the normal league cancellation policy.

In competitive leagues, NEED A TEAM games will count as a 1-0 win for the team that was scheduled to play. Teams that fill the slot will not be affected in the stats.

In any case where a NEED A TEAM game is cancelled, the game will not be made up under any circumstance.

**RED CARD POLICY:**

In the case of a red card issued to a player, substitute, or coach, a minimum one match week suspension will be in effect barring further review by the Parks Director and Soccer Manager. The Parks Director reserves the right to extend any suspension up to expulsion from the facility on a case by case basis. The suspension will be one week of games and does not count holidays or game cancellations. Suspensions are also in effect across all leagues (i.e a player who receives a red card on Friday night will not be able to coach Saturday morning, etc).

**Playing Games:**

All teams are expected to play scheduled games even in cases where two teams from the same club are scheduled. Coaches are not permitted to determine outcomes prior to a game under any circumstance.

**Refund Policy:**

All teams that register for any league will be responsible for paying a non-refundable \$200 deposit to secure their space in the league.

The full fee will be collected on week 2 of games. If a team drops after the full amount is collected, there will be no refund available.

Any team that drops prior to that time will be refunded all money (unless not paid in full) except the non-refundable deposit and the online transaction fee.

## **Spectator/Patron Rules**

All patrons (players, coaches, and spectators) are expected to display good sportsmanship throughout a match. Any of the following actions are considered unacceptable by the Parks and violations can lead to be escorted from the facility, including possible suspension/ban:

- Booing, Jeering, Dissension that is public/provocative
- Using language directed to referees, players, coaches and/or other spectators in a derogatory, insulting, and/or discriminatory manner
- Using profanity that is foul and/or abusive towards referees, players, coaches, and/or other spectators

Remember, the programming held here or at any of the Plain Township Parks is RECREATIONAL. The focus is on health, wellness, family, instruction, and fellowship through activity.

***\*VIOLATING ANY OF THESE RULES COULD RESULT IN BEING ESCORTED OUT OF THE FACILITY, INCLUDING POSSIBLE SUSPENSION/BAN FROM THE FACILITY.***

***\*THANK YOU IN ADVANCE FOR YOUR COOPERATION AND ASSISTANCE ON FOSTERING A POSITIVE ENVIRONMENT FOR ALL.***

## **REC K-12 Additional Procedures:**

### **Roster Policy:**

\*Though we accept teammate and coach requests in the league, we do our best to fulfill all requests, but we cannot guarantee that all requests will be met.

\*Coaches may not request players to be on their team or players to not be on their team

\*Parents may request to not have their child play with another child or coach on a case by case basis determined by the Parks Department

\*Parents must be truthful in answering all custom questions for the league so that we can properly balance the teams to the best of our ability

### **League Scheduling:**

\*Pre-K/Kindergarten will do a blend of practice and game every week for the session

\*Grades 1-4 will be given 2 practices and 7 games (Practices will be on weeks 1 and 3)

\*Grades 5-8 will be given 1 practice and 8 games (Practice will be week 1)

\*Grades 9-12 will be given 9 games