

2025 CBYF K-3rd Flag Football Rules

1. FUNDAMENTAL PRINCIPALS OF OPERATION

- 1.1. All persons who indicate a desire to play football by meeting the registration requirements as they pertain to parental consent, and age shall become accepted participants in Columbia Basin Youth Football (CBYF).
- 1.2. There shall be no cutting of eligible players.
- 1.3. Regular season games will consist of six weeks (12) games followed by a tournament the following week at each Grade-based division level. League Practices can start 4 weeks prior to the first regular season game. Regular season games begin in April.
- 1.4. During CBYF's regular spring season, which is marked by our season opening and our season ending tournament, there will be no "All Star" teams formed.
- 1.5. Sponsoring organization, league, city or group associated with CBYF refusing to register an eligible applicant before the end of the last sign-up date shall be suspended from CBYF for a period of one year.
- 1.6. The CBYF will allow one charter per high school boundary. Current approved charters are: Junior Falcons (Richland), Junior Mustangs (Prosser), Junior Bombers (Richland), Junior Riverhawks (Pasco), Junior Bulldogs (Pasco), Jr Southridge Suns (Kennewick), Jr Cadets(Yakima), Junior Leopards (Zillah), Junior Braves (Kennewick), Junior Lions (Kennewick), Junior Bears (Benton City), Junior Panthers (Finley), Junior Blue Devils (Walla Walla), Junior Coyotes (Burbank), Junior Bulldogs (Hermiston), Jr Grizzlies (Sunnyside), Junior Warriors (Mattawa), Jr Eagles (Connell), Jr Tigers (Ephrata), Jr Huskies (Othello), Jr Jacks (Quincy), Jr Knights (Royal), Jr Rangers (Naches), Jr Cougars (Warden). Jr Wildcats(Toppenish), Junior Spartans (Granger), Junior Wolves (Wapato), Junior Mavericks (Moses Lake), Junior Hawks (College Place), Junior Pioneers (Milton Freewater), Junior West Valley Rams (Yakima), Junior Buckaroos (Pendleton), Junior Vikings (Mabton), Junior Red Devils (Moxee), Junior Vikings (Selah), Junior Warriors (Coulee City), Junior Bulldogs (Ellensburg). Teams will substantially consist of players from within the district of each respective Junior Charters High School boundary. A player is deemed to be vested with an Out of District Charter once a Transfer Request Form is fully signed by both Charters. It is the receiving charter's responsibility to maintain copies of these Releases for the duration of that player's CBYF career.
- 1.7. All players must be registered prior to Book Check certification. No player can practice or participate until that player is fully established in that respective Charters registration system.
- 1.8. CBYF Roles and Responsibility Overview
 - 1.8.1.CBYF Directors of Operations -The CBYF Directors of Tackle,7on7, Girls, Rookie/5v5 and Administrative Operations are each responsible for the following for their respective oversight function:
 - 1.8.1.1. Enforcement of CBYF Rules and Bylaws.
 - 1.8.1.2. Oversee and work in conjunction with CBYF appointed committees.
 - 1.8.1.3. Oversee, communicate and rule on operational conflicts with CBYF General Managers regarding concerns from within the GM's.
 - 1.8.1.4. Develop a working relationship with the Presidents of each CBYF Charter organization.

- 1.8.1.5. Answer questions and resolve conflicts regarding rules from within the CBYF divisions in conjunction with the CBYF Rules Committee.
- 1.8.1.6. Oversee game day operations and be a resource for CBYF General Managers during the season.
- 1.8.1.7. Coordinate and assist in scheduling special events involving CBYF Charters
- 1.8.2. CBYF Division General Manager - The CBYF Division General Managers are responsible for, but not limited to the following:
 - 1.8.2.1. Enforcement of all CBYF Rules and Bylaws with assistance from Charters within division.
 - 1.8.2.2. Preside over the CBYF Eligibility Committee along with other league GMs to rule on player eligibility. This panel will have final say on player eligibility in regards to age, address, or other eligibility issues that arise.
 - 1.8.2.3. Serve as the voice of their division, bringing concerns from within their division to the CBYF Executive Board if necessary.
 - 1.8.2.4. Develop a working relationship with presidents of each organization within their division.
 - 1.8.2.5. Present questions/issues regarding rules from within division to the Rules Coordinator.
 - 1.8.2.6. Rule on game day conflicts within their division such as issues with a parent, coach, fan or player behavior.
 - 1.8.2.7. Create a draft of their divisions schedule and coordinate with Schedule Committee. Facilitate coordination of the season schedule for their division and resolve any scheduling issues that occur during the season.
 - 1.8.2.8. Work with the Officials Coordinator, or WOA certified officials to ensure that officials are at each game that occurs within their division.
 - 1.8.2.9. Distribution of Sportsmanship Certificates to teams in division.
 - 1.8.2.10. Oversee game day operations and be a resource for Field Coordinators during the season.
 - 1.8.2.11. Collect division scores weekly and post on league website
- 1.8.3. CBYF Team Coordinator – The CBYF Team Coordinator is responsible for, but not limited to the following:
 - 1.8.3.1. The overall function and duties of the CBYF Team Coordinator are WEB based with TeamSideline.
 - 1.8.3.2. Registrar will be granted and have administrative access to all organizations TeamSideline sites.
 - 1.8.3.3. Assist CBYF Charters with any and all TeamSideline questions.
 - 1.8.3.4. Be the intermediary contact with the CBYFs TeamSideline Representative
 - 1.8.3.5. Ensure all programs have their boundary map active, correct & enabled.
 - 1.8.3.6. Ensure all programs have Background Checks for coaches and volunteers are active on team sites.
 - 1.8.3.7. Provide standardized “TeamSideline Registration Setup Manual” Word Document to all CBYF Charters.

1.8.4.CBYF Registrar Coordinator - The overall duties of the CBYF Registrar Coordinator is to ensure all programs are adhering to the CBYF registration requirements. CBYF Registrar Coordinator functions are, but not limited to the following:

- 1.8.4.1. Registrar will be granted and have administrative access to all organizations TeamSideline sites.
- 1.8.4.2. Registrar will be current and up to date on any and all CBYF registration requirements.
- 1.8.4.3. Registrar will seek volunteers from, but not limited to CBYF Charters for assistance in completion of the CBYF Book Check process.
- 1.8.4.4. Create a book check audit spreadsheet for volunteers, of all participating CBYF Charters.
- 1.8.4.5. Verify all Charter volunteers have passed a CBYF approved background check.
- 1.8.4.6. Obtain enrollment and team counts from all CBYF Charters
- 1.8.4.7. Confirm all CBYF Charters registration is closed on Teamsideline in accordance of deadline set forth by CBYF Executive Board.
- 1.8.4.8. Registrar will oversee and manage the CBYF Book Check process with all volunteers
- 1.8.4.9. Finalize and upload all CBYF Charter Photo Rosters for distribution to Charters.

1.8.5.CBYF Transfers Coordinator - The overall duties of the CBYF Transfers Coordinator are to input and track all CBYF Transfer Waivers sent via email, text & phone from all Charter Presidents. CBYF Transfers Coordinator functions are, but not limited to the following:

- 1.8.5.1. Transfer Coordinator will have administrative access to all CBYF Charter TeamSideline sites.
- 1.8.5.2. Transfer Coordinator will ensure they have reviewed the current and most up to date CBYF rules on Transfers & Waivers.
- 1.8.5.3. Generate and maintain a spreadsheet of each Charters transfers & waivers.
- 1.8.5.4. Collect and digitally store all transfer waivers for CBYF record keeping.
- 1.8.5.5. Registrar has full authority to disable and enable Charter boundary checks with completed and approved CBYF transfer paperwork

1.8.6.CBYF Safety Coordinator –

- 1.8.6.1. Ensure Charters have the necessary Background check systems in place for coaches and volunteers through Team Sideline
- 1.8.6.2. Ensure programs are enrolled in USA football, season by season, by sharing the full list of Charters & Charter administrator with the USA football representative and having then verify all charters have USA Football account. Have the USA Football representative contact all programs and finish enrollment
- 1.8.6.3. Give Charter Presidents the contact information for the USA Football representative for support with the coach's certification & grant applications
- 1.8.6.4. Give Charter Presidents contact information for Team Sideline representative for support with Background check integration through registration
- 1.8.6.5. Assist Charter presidents in administering USA Football Coaches certification and Background checks
- 1.8.6.6. When a Background check is flagged due to information on the report, promptly review with Charter president to verify eligibility of the coach or volunteer. Issues that are not allowed in the CBYF including but not limited to: Violent crimes, Domestic Violence, and/or crimes against children. Should a president reject the decision of ineligibility due

to information on the report, the president can review with the CBYF General Manager for the appropriate division to discuss eligibility

- 1.8.6.7. Assist in general safety related issues that impact the CBYF and Charters

2. PARTICIPANT OBLIGATION (FOOTBALL)

- 2.1. Participants are expected to maintain their schoolwork at a passing level.
- 2.2. Participants are expected to be a credit to their community by practicing good leadership and fair play.
- 2.3. The CBYF follows the Washington Interscholastic Activities Association (WIAA), the governing body of athletics and activities for secondary education schools in the state of Washington, rules on participant ejections.
- 2.4. Participants are expected to attend all team practices and chalk talks. The only excuses for absences shall be illness, injury, or family emergency.
- 2.5. A participant, who does not follow the preceding rules, does not show a desire to participate and learn by either their speech or actions creates problems, or dissension between other team members or coaching staff can be recommended for dismissal through the local youth football Charter.

3. PARENT/GUARDIAN OBLIGATION

- 3.1. The parent/guardian shall inform the participant's coaching staff of any medical or other problems the player may have.
 - 3.1.1. The parent/guardian shall help the participant live up to their obligations as stated in the Participant obligation.
 - 3.1.2. The parent/guardian will attend as many of the participant's games as possible. Your encouragement and support play a big part in your players' growth, desire to participate and in their overall feelings and self-esteem.

4. COACHES OBLIGATION (FOOTBALL)

- 4.1.1. All members of a team's coaching staff should treat all their participants and participants on opposing teams with respect.
- 4.1.2. All members of a team's coaching staff shall, for example, teach participants sportsmanship and fair play.
- 4.1.3. Any coach or assistant coach who, by example or by encouragement, incites unsportsmanlike or disrespectful behavior by their participants shall immediately be ejected from the current game and will be subject to further disciplinary action upon review by the CBYF Board.
- 4.1.4. The CBYF follows the Washington Interscholastic Activities Association (WIAA), the governing body of athletics and activities for secondary education schools in the state of Washington, rules on coach ejections. The ejected coach can coach practices for the following week but cannot be on the property for the game following an ejection. Additionally, if the coach is ejected twice in the same season, the coach can no longer coach for the remainder of the season.
- 4.1.5. All members of a team's coaching staff shall, to the best of their ability, teach their participants the fundamentals of football.

- 4.1.6. It is required that all Head Coaches be at least 18 years of age. All coaches be certified by the National Youth Sport Coaches Association, USA Football or the similar and have a background check from a credible source on file with the Charter. All coaches, assistant coaches or volunteers who violate any of the rules or Fundamental Principles of Operation, which he has been told about or given a written copy of, may be terminated from the CBYF and their position.
- 4.1.7. At the end of each game coaches will meet with their team and the opposing team to award a Sportsmanship Award. Coaches will award a player from the other team.
- 4.1.7.1. Acknowledging the Sportsmanship Award is mandatory. Any coach who does not acknowledge a Sportsmanship Award at the conclusion of the game, will be suspended from coaching the following week.
- 4.1.8. Violation of these rules shall be handled as follows:
- 4.1.9. First Violation: Warning letter to the coach or helper stating the infraction committed.
- 4.1.10. Second Violation: Two-week suspension from all practices and games.
- 4.1.11. Third Violation: Third Violation is cause for dismissal from the program.
- 4.1.12. Serious offenses committed by a coach, assistant coach, volunteer or official may be directed immediately to the CBYF Board to be ruled upon in a manner deemed to be in the best interest of the CBYF Organization.
- 4.1.13. Probation is defined as not being allowed to vote on all matters in the CBYF for a period of one calendar year. The CBYF Board can by simple majority place an existing Charter on probation after the offending Charter has had the opportunity to present their case to the CBYF Executive Board. After a majority vote by the CBYF Board, a newly admitted Charter will be automatically placed on probation and after 1 year the CBYF Board will have a follow up vote on whether to grant full member status to the new Charter.

5. PLAYER / COACH REGISTRATION AND PLAYER ELIGIBILITY

- 5.1.1. Parental Consent: No player shall be registered if they have not secured the written consent of their parent/guardian as well as the required head concussion form.
- 5.1.2. The goal of CBYF and the Charter Junior Football programs is to build high-level competitive High School football within our region. As such, CBYF levels of play are based upon school grade-levels to facilitate cohesion of players entering High School. Player eligibility and team placement shall be determined as follows:
- 5.1.3. Player Grade level shall be determined by their school grade for the given season as determined predominantly by their school age as of a common school district age as of August 31st of the current year. In addition, a Player shall be allowed to play in their Grade level group as long as their age is not greater than one (1) year older than the common school district age.
- 5.1.4. K-1st Grade Flag level: Team members will largely consist of 5-7 yr olds
- 5.1.5. 2nd-3rd Grade Flag level: Team members will mostly consist of 7-9 yr olds
- 5.1.6. Any player that has been placed on a team by using the pre-determined requirements above shall remain on that team for the duration of the season. A player must participate in a minimum of 3 regular season weeks (6 games) to be eligible to participate in the post season.
- 5.1.7. The CBYF Registrar will provide one master copy of the rosters to each member youth football Charter. The member youth football Charter will provide each head coach with a copy of the official master team roster and this roster is to be used for all games.

- 5.1.8. Players who wish to play for a CBYF charter organization but reside in another CBYF organization's boundaries may apply for a player transfer waiver. There are two types of transfer waivers. One being seasonal, and the other being a full transfer each outlined below. No player shall register for an organization outside of their boundary without a transfer waiver.
- 5.1.9. Seasonal Transfer Waiver
- 5.1.9.1. This waiver allows a player to play for another organization for one season, either spring or fall. The waiver form must be signed by the parent/guardian of the player, the releasing organization charter's president, and the receiving organization charter's president. This must be completed prior to registration and must be sent to the CBYF Transfer Waiver Coordinator. If the waiver is not on team sideline for book check, the player will be deemed ineligible. A transfer waiver can be used in place of proof of address.
- 5.1.10. A player that has been granted seasonal transfer waivers to the same organization for 2 calendar years will be deemed vested in the organization that they have transferred to and will no longer require a seasonal waiver
- 5.1.11. If a charter cannot field a team at a grade level due to low registration numbers, at the close of registration they must offer signed seasonal transfer waivers to all players registered at that grade level to give them an opportunity to find a place to play. It will be the player/parents responsibility to find another charter to accept them.
- 5.1.12. Full Transfer Waiver
- 5.1.12.1. This waiver allows a player to play for another organization permanently. The full waiver form must be filled out completely. It is the responsibility of the player wishing to transfer to start the waiver process. The form must be signed by the parent/guardian of the player, the releasing charter president, and the accepting charter president. The full transfer waiver only needs to be completed once during a players career with CBYF, but the waiver should be retained in the teamsideline account permanently. A transfer waiver can be used in place of proof of address.
- 5.1.13. A player that resides outside of the boundary for any CBYF organization, or where a CBYF charter is not available to register to, may fill out a transfer waiver. The waiver must be signed by the player's parent/guardian, the receiving charter's president, and the CBYF Division GM for that division or the Assistant GM.
- 5.1.14. Unless unable to field a team, a releasing or receiving organization is under no obligation to accept any transfer waiver or release a player. The organizations have full discretion to approve or deny.
- 5.1.15. Players, coaches, and official helpers not meeting the above eligibility requirements shall not be allowed to participate in the program.

6. TEAM ROSTERS

- 6.1.1. Team rosters showing the players name, Grade-level, age and jersey number, and the coach contact information must be provided at time of Book Check Verification by league Registrar and must contain all registered players. Rosters should be typed, and players listed by jersey number in ascending order when possible. Official rosters will be provided to all youth football Charter Presidents.
- 6.1.2. Any team that fails to present their roster by that time shall forfeit each subsequent game until rosters are presented.
- 6.1.3. With parent consent a player will be allowed to play up a Grade-level. Once they have moved up, they must play on that team for the entire season.
- 6.1.4. Team Roster/Registration Book Check: Each team will be responsible for presenting a book for inspection to the league Registrar No more than 48 hours after the close of league. The book needs to include for each player on the rosters:
 - 6.1.4.1. Signed medical waiver
 - 6.1.4.2. signed concussion form
 - 6.1.4.3. birth certificate or passport copy for all players
 - 6.1.4.4. proof of address, school enrolled in, and grade enrolled in for season. (school demographic can be used to satisfy grade and address verification as long as it has address matching TeamSideline account, the grade level and DOB). In lieu of a school demographic document a utility bill can be used for address verification. along with school docs such as letter of enrollment, report card etc
 - 6.1.4.5. a picture of the player
- 6.1.5. a roster needs to be provided that includes the players name, Grade-level, jersey number, and date of birth. Each organization will be responsible for supplying one team mom to help certify books.
- 6.1.6. There shall be no additions to rosters after the first league game has commenced. A roster copy is to be provided to the league prior to starting the first game. Players are not allowed to be on more than one roster.
- 6.1.7. Team rosters showing the players name, Grade-level, age and jersey number, and the coach contact information must be provided at time of Book Check Verification by league Registrar and must contain all registered players. Rosters should be typed, and players listed by jersey number in ascending order when possible. Official rosters will be provided to all youth football Charter Presidents.
- 6.1.8. Any team that fails to present their roster by that time shall forfeit each subsequent game until rosters are presented.
- 6.1.9. Teams are to have a max of 21 players on a roster, with a minimum of 8 players. Mandatory split occurs at 22 players.

2025 CBYF Flag Football Game Play

Flags

1. Each player will be given two pop-socket flags to wear during the game (one on each hip) that are no less than 15' in length provided by the organization for which the player competes.
2. Flag Guarding and Illegal Flag pulling are **NOT allowed**. Illegal flag pulling is defined as pulling an opponent's flag before he/she receives the ball, or pulling a non-ball carrier's flag.
3. Each player must have uniform jersey tucked into shorts so that flags are not being covered.
4. Flags must be a contrasting color of shorts so the flags may be seen by the opposing team easily. (e.g., Yellow or Red Flags on Black Shorts)

Playing field

1. The playing field is 40 x 35 1/3 yards, allowing for two fields to be created on a traditional 100-yard field at the same time.
2. All possessions start on the 40-yard line going toward the end zone. After each play, the ball is spotted in the middle of the field. Hash marks are not used.
3. An Administrative Zone extending a minimum of 10 yards from the 40-yard line will be established for game administration and safety purposes, this will typically be in the middle of a standard football field.
4. Game officials, league personnel and designated coaches are allowed in this space. The offensive huddle may take place in the Administrative Zone.

Game Time

1. The game will consist of 4 quarters with a three-minute break between each quarter. Each quarter will be 10 minutes with a running clock. Offense has 45 seconds to get play off from time ball placed on line of scrimmage.
2. Each team will receive two time outs (1 minute in length) per half.
3. Teams will play 8 on 8; exceptions will be made if teams are short players during game days.

Flag Football Rules

1. The Coach's will determine possession of the ball. (Flip of coin or Captains play Rock, Paper, and Scissors)
2. Play will start at 40 yard line. There are no kickoffs or punts.
3. The offense may pass or run the ball (with a handoff or pitch). The QB is not allowed to cross the line of scrimmage with the ball.
4. The offensive team has four downs to get to the 20 yard line for a first down. Once the team reaches or passes the 20 yard line, they will receive four more downs to score.
5. Play will stop when the ball touches the ground.
6. Once a player's flag is pulled, he/she is down at that spot. If the flag falls off, the player is down at that spot. Coaches should strongly discourage players from blocking or guarding their flags.
7. The defense must line up one (1) yard off the ball; they must wait three seconds before they rush (to be counted by the on-field coach). Players may rush immediately following a handoff or pitch.
8. All players that are NOT rushing may line up on the line of scrimmage.
9. If the offensive team fails to score or get a first down, possession changes teams (and will begin from the 40 yard line).

10. After a touchdown is scored and extra point is attempted, possessions changes and play resumes at the 40 yard line.
11. Substitutions can be made on any dead ball. Coaches MUST give every player equal playing time.
12. There is no blocking or tackling under any circumstances. Players will be allowed to shadow block. (This is where a player mirrors another player's movements with their hands across their chest, like playing defense in basketball). Contact is NOT allowed by either team during shadow blocking. The defensive player will make all effort possible to avoid making contact with the shadow blocker.

13. Scoring Limitations

- a. A player may score a maximum of 2 touchdowns in a game.
 - a. Once a player has scored 2 offensive touchdowns in a game, they must be moved from the QB or RB position.
 - b. Players who have scored 2 touchdowns may continue to play offense but must play on the offensive line or at tight end, wide receiver or wing and cannot have a play designed for them to touch the ball.
 - c. Players who have scored their 2 touchdowns will have a colored penny placed over their jersey
 - d. A player who reaches his/her touchdown limit may touch the ball during the PAT attempt immediately following his/her 2nd touchdown. However, he/she may not touch the ball on any subsequent PAT attempts.

Identifying Ineligible Ball Carriers/Receivers

- e. To assist game officials, coaches, players, and field monitors in easily identifying ineligible ball carriers/receivers a penny will be given to any player who reaches their touchdown limit.
- f. In the event an ineligible player touches the ball on an offensive drive, whether designed or not, the play will be immediately blown dead. The ball will be placed at the original line of scrimmage. The infraction will result in the loss of a down.
In the event an ineligible player touches the ball on a PAT, whether designed or not, the play will be immediately blown dead. The infraction will result in a 5-yard penalty

Hiking the Ball

14. The ball must be hiked from the center to the quarterback every play.
15. Hiking the ball can be done in two ways:
 - a. Traditional style – Center hikes the ball through his or her legs.
 - b. Hand-off style – Center turns and hands the ball to the quarterback.

Extra points

16. An "extra point" conversion after a touchdown will be attempted from the three-yard line.

Running

17. The quarterback is not allowed to cross the line of scrimmage with the ball. The ball must be passed, pitched or handed off.
18. Once the ball is handed off, ALL defensive players are eligible to rush.
 19. The ball is spotted where the ball carriers feet are when the flag is pulled, not where the ball is, or where the flag lands.
 20. Spinning is allowed, however, the player is not allowed to leave their feet (e.g. diving, jumping, etc.)
 21. The ball carrier may not: Hurdle defensive players, Attach the flag in such a manner that it cannot be easily removed, "Flag Guard", this includes: stiff arming, swinging the hand or arm over the flag belt, carrying the ball in a position that protects the flag, lowering the shoulders in such a manner which places the arm over the flag belt, and batting a player's hand away from the flag belt.

Receiving

22. All players are eligible to receive a pass.
23. A player must have at least one-foot in-bounds when making a reception (college rules).

Passing

24. Interceptions change the possession of the ball and result in a dead ball. There are no defensive run backs.
25. The team making the interception then starts at the 40 yard line.

Dead Ball

26. Play is ruled dead when:
 - a. Ball carrier's flag is pulled.
 - b. Ball carrier steps out of bounds.
 - c. Touchdown or safety is scored.
 - d. Ball carrier's knee touches the ground.
 - e. Ball carrier's flag falls off.
27. There are no fumbles. The ball is spotted where it hits the ground.

Penalties

28. Officials will call all penalties.

DEFENSIVE:

29. Defensive off sides – 5 yards and replay the down
30. Interference – Spot foul or 5 yards from the line of scrimmage, automatic first down.
31. Illegal Flag Pulling – (Before the receiver touches the ball) 5 yards and automatic first down.
32. Illegal Contact – (Holding, pushing.) 5 yards and replay the down.
33. Illegal Rushing – Defense cannot line up inside 1 yard nor cross the line of scrimmage until the QB releases the ball. Both result in a 5 yard penalty and repeat of the down.

OFFENSIVE:

34. Illegal Contact (Blocking, Holding, etc.) – 5 yards from the line of scrimmage and replay the down.
35. Illegal Motion –False start. Having any player in motion at the snap. All 8 offensive players

must be set for one full second prior to the snap. 5 yards from the line of scrimmage and replay the down.

36. Diving, leaving feet – 5 yards from the spot of the foul, the resulting spot will determine down and placement.

37. Illegal forward pass (passing across the line of scrimmage) – 5 yards from the line of scrimmage, loss of down

38. Flag Guarding – 5 yards from the spot of the foul, the resulting spot will determine down and placement.

39. Delay of game- Penalty will not be called however teams are encouraged to get a play-off within 30 seconds of ball being spotted.

Teams:

40. Our Flag Football program will consist of 2 Divisions. A K-1st grade division for players that are either in Kindergarten or 1st grade. A 2nd-3rd grade division for players that are in either 2nd or 3rd grade. Per the CBYF Tackle rules for play, a player may play one division above their age level with a signed waiver. Players can not play in a division lower than their grade level.

41. Teams will substantially consist of players within the district of each respective Junior Program's High School boundary. A player is deemed to be vested with an Out of District Program once fully signed around Releases have been obtained from two calendar years. It is the receiving Program's responsibility to maintain copies of these Releases for the duration of that player's CBYF career.

42. After every game teams are expected to pick-up any garbage and take yard markers and pylons to their designated locations.

43. The coaches are to remember that **the kids** are the customers and the objective is for the kids on both teams to have a fun experience while being introduced to the game of football.

44. The coaches are responsible for the behavior and actions of the parents on their respective sideline.

Unsportsmanlike conduct or aggressive play will not be tolerated. If a Referee is witness to any acts of tackling, elbowing, cheap shots, chop blocking, or any unsportsmanlike act, the game will be stopped and the player or players will be ejected from the game. This will be up to the referee to make the call. Appeals and grievances will not be considered for unsportsmanlike acts of any kind.

20 CBYF ROLES AND RESPONSIBILITIES

20.1.2 CBYF Roles and Responsibilities are to be agreed to, revised and voted on for implementation by the CBYF Executive BoD each year.

CBYF Director of Tackle/Spring Operations

The CBYF Director of Tackle/Spring Operations is responsible for, but not limited to the following:

- Enforcement of all CBYF Rules and Bylaws with assistance from Charters.
- Oversee and work in conjunction with any CBYF appointed committee.
- Oversee and communicate with CBYF General Managers, hearing concerns from within their divisions and bringing them to the CBYF Executive BoD if necessary.
- Develop a working relationship with presidents of each CBYF Charter organization.
- Oversee questions/issues regarding rules from within CBYF divisions in conjunction with advice of the CBYF Rules Coordinator/or Committee.
- Oversee game day operations and be a resource for CBYF General Managers during the season.
- Coordinate and assist in scheduling special events involving CBYF Charters.

CBYF Division General Manager -

The CBYF Division General Managers are responsible for, but not limited to the following:

- Enforcement of all CBYF Rules and Bylaws with assistance from Charters within division.
- Preside over the CBYF Eligibility Committee along with other league GMs to rule on player eligibility. This panel will have final say on player eligibility in regards to age, address, or other eligibility issues that arise.
- Serve as the voice of their division, bringing concerns from within their division to the CBYF Executive BoD if necessary.
- Develop a working relationship with presidents of each organization within their division.
- Present questions/issues regarding rules from within division to the Rules Coordinator.
- Rule on game day conflicts within their division such as issues with a parent, coach, fan or player behavior.

- Create a draft of their divisions schedule and coordinate with Schedule Committee. Facilitate coordination of the season schedule for their division and resolve any scheduling issues that occur during the season.
- Work with the Officials Coordinator, or WOA certified officials to ensure that officials are at each game that occurs within their division.
- Distribution of Sportsmanship Certificates to teams in division.
- Oversee game day operations and be a resource for Field Coordinators during the season.
- Collect division scores weekly and post on league website.

CBYF Team Coordinator –

The overall function and duties of the CBYF Team Coordinator are WEB based with Team Sideline. The CBYF Team Coordinator is responsible for, but not limited to the following:

- Registrar will be granted and have administrative access to all organizations Team Sideline sites.
- Assist CBYF Charters with any and all Team Sideline questions.
- Be the intermediary contact with the CBYFs Team Sideline Representative
- Ensure all programs have their boundary map active, correct and enabled.
- Ensure all programs have Background Checks for coaches and volunteers are active on team sites.
- Provide standardized “Teamsideline Registration Setup Manual” Word Document to all CBYF Charters.

CBYF Registrar Coordinator -

The overall duties of the CBYF Registrar Coordinator is to ensure all programs are adhering to the CBYF registration requirements. CBYF Registrar Coordinator functions are, but not limited to the following:

- Will be granted and have administrative access to all organizations’ Team Sideline sites.
- Will be current and up to date on any and all CBYF registration requirements.
- Will seek volunteers from, but not limited to CBYF Charters for assistance in completion of the CBYF Book Check process.
- Create a book check audit spreadsheet for volunteers, of all participating CBYF Charters.
- Verify all Charter volunteers have passed a CBYF approved background check.
- Obtain enrollment and team counts from all CBYF Charters
- Confirm all CBYF Charters registrations are closed on Team Sideline in accordance with the deadline set forth by CBYF Executive BoD.
- Registrar will oversee and manage the CBYF Book Check process with all volunteers.
- Finalize and upload all CBYF Charter Photo Rosters for distribution to Charters.

CBYF Transfers Coordinator -

The overall duties of the CBYF Transfers Coordinator are to input and track all CBYF Transfer Waivers sent via email, text, and phone from all Charter Presidents. CBYF Transfers Coordinator functions are, but not limited to, the following:

- Have administrative access to all CBYF Charter Team Sideline sites.
- Ensure they have reviewed the current and most up to date CBYF rules on transfers and waivers.
- Generate and maintain a spreadsheet of each Charter’s transfers and waivers.
- Collect and digitally store all transfers and waivers for CBYF record keeping.
- Registrar has full authority to disable and enable Charter boundary checks with completed and approved CBYF transfer paperwork.

CBYF Safety Coordinator -

The CBYF Safety Coordinator's role and function is to assist in general safety related issues that impact the CBYF and Charters. The Safety Coordinator is responsible for, but not limited to, the following:

- Have administrative access to all CBYF Charter Team Sideline sites.
- Ensure Charters have the necessary background check systems in place for coaches and volunteers through Team Sideline.
- Will ensure all CBYF Charters are enrolled in and current with USA Football as per CBYF rules.
- Serve as the point of contact for USA Football and all charters with USA Football questions in regards to Coaches' certifications and grant applications.
- Serve as the point of contact for Team Sideline and all charters for support with background check integration through registration.
- Assist charter presidents in administering USA Football Coaches certification and background checks.
- Review all "Flagged" background checks, promptly reviewing with the charter president to verify eligibility of the coach or volunteer. Reasons for "flagged" check not permitted per CBYF rules are, but not limited to: violent crimes, domestic violence, and/or crimes against and/or involving children.
- In conjunction with the CBYF General Managers, can review without prejudice any "flagged" background check to ensure accuracy of all information provided.
- Ensure programs have access to "Weight Limit stickers" for the fall season.
- Assist charters in coordination of weigh-ins as explained on CBYF rules.