

# West Bridgewater Youth Athletic Association, Inc. (WBYAA)

## House Rules and Regulations

(Restated January 2011; as amended thru January 2019)

**West Bridgewater Youth Athletic Association, Inc.**

### HOUSE RULES AND REGULATIONS

The following House Rules and Regulations are presented as guidelines to which ALL sports leagues and teams sponsored by the West Bridgewater Youth Athletic Association, Inc (WBYAA) and participating players, parents and coaches are subject.

#### **1. REGISTRATION<sup>li</sup>**

The President shall appoint from the Board of Directors, a Registrar who will keep the records of Member participation and assist the Commissioners of Sports to coordinate all sign-ups of players of all sports.

##### 1.1. TIMING

1.1.1. All sports registration will take place for a minimum of three consecutive weeks.

1.1.2. An Officer or Executive Board member will be present at all physical registrations.

##### 1.2. NOTICES

1.2.1. Members of WBYAA can be notified of sports registrations via e-mail announcements, web page news and other reasonable efforts (i.e. school announcements, local news paper).

1.2.2 Usage of WBYAA.com, WBYAA's social media channels (Facebook, Twitter, etc.), and

the WBYAA brand shall not be used for solicitation for any activity outside of the scope and practice of the WBYAA.

### 1.3. SIGN-UPS

1.3.1. Members who have registered for a sports program by the closing date and are considered to be in “good standing” (see section 1.4.3 below) with the WBYAA will be placed on a list of available players for draft/placement.

1.3.2. Birth Certificates: A birth certificate or its equivalent must be presented for first registration in all sports. A copy will be filed (physical or electronic) as part of WBYAA records.

1.3.3. Wait List: A waiting list of players will be made up Members registering after the closing date.

1.3.3.1. No one who signs up after the draft/try-out is guaranteed to play. If there isn't room on the current teams for additional players, their name will be placed in order of sign up on a waiting list. Fees will be collected from wait listed players within 7 days of the participant being notified that they are assigned to a team. Failure to pay within 7 days forfeits their position on the team.

### 1.4. FEES:

1.4.1. Fees for participation and applicable late fees will be set by the Board of Directors prior to the registration of the corresponding sport.

1.4.1.1. A late fee will be charged if a registration is accepted after the late fee date. This date will be communicated via email & WBYAA's Facebook page prior to the application of late fees.

1.4.1.2. Families that are new residents to West Bridgewater or to School Choice program after the closing date of registrations will not be charged the late fee.

1.4.1.3: The grid below details when all registration balances must be paid by. After that day, a reminder notice will be sent to the parents/guardian advising them of the balance due. They will be provided 7 days to pay the remaining balance or provide information to the WBYAA President regarding a potential hardship. All hardships will be reviewed and considered by the WBYAA officers before approval. If a hardship is not requested or approved and the family has not paid the balance, the child from that family will not be allowed to play in that sport until the balance has been satisfied.

<b>Sport</b>	<b>Due Date</b>
In-Town Baseball	April 15th
In-Town Softball	April 15th
In-Town T-Ball	April 15th
In-Town Fall Soccer	September 1st

Fall Travel Soccer	September 1st
1st Session Dome Soccer	November 1st
2nd Session Dome Soccer	January 1st
3rd Session Dome Soccer	March 1st
Spring Soccer (Travel & U8)	March 1st
In-Town Basketball	January 1st
Winter Travel Basketball	January 1st
Summer Travel Basketball	July 1st

1.4.2. Refunds/Credits: (Effective after [date approved]) A refund or credit may be granted at the discretion of the Board of Directors. Refunds will typically be granted for the following reasons:

- a) A registration is canceled prior to the creation of teams via draft or try-out. Refunds will not be granted for Members who cancel their registration after learning on which team they have been placed.
- b) A Member has a season ending injury within first two weeks of the season preventing them from any future participation. Credit to be applied after the completion of the season.

1.4.3. “Good Standing”: A member is considered to be in “good standing” if all fees have been paid in full inclusive of the current registration, or "special arrangements" have been made with the Officers.

1.4.3.1. Special Arrangements: Members facing financial hardships are invited to request a fee deferment or waiver to remain in good standing.

1.4.3.1.1. Every effort will be made to maintain the confidential nature of any special arrangement, however confidence cannot be guaranteed.

1.4.4. Outstanding Balances: Members having an outstanding balance with the WBYAA will not be considered to be in “good standing” and will have the following consequences: a) Ineligible for participation in any future sports programs,

- b) Ineligible to receive WBYAA Jacket,
- c) Ineligible to participate on any All-Star or Tournament team,
- d) WBYAA reserves the right to initiate the collection process; as outlined by the United States “Fair Debt Collection Practices Act” and Massachusetts “Debt Collection Regulations”

## 1.5. PARTICPATION

1.5.2. Any traveling team sponsored by the WBYAA shall have tryouts.

## **2. PLAYER DRAFTS**

### **2.1. PROTECTION**

2.1.1. Only a Coach's child will be protected. A Coach's child will be drafted by such Coach after an evaluation has been made on said child.

2.1.2. The Executive Board will act upon special cases.

2.1.3. No player will be moved up or down a division without the permission of that sport's committee, as well as WBYAA Officers. If the Committee and the Officers are not in agreement, the matter will be brought forward to the Executive Board.

2.1.4. The WBYAA will make every effort to have the names of sponsors assigned to the team of players requested by the sponsor, but cannot make any guarantees.

2.1.5. Sponsorships cannot be used as protection in the draft to assure multiple players are on the same team.

### **2.2. PROCEDURE**

2.2.1. All draft positions will be done by draw.

2.2.2. If no Coach or representative is present at the draft, the Commissioner of Sport will appoint someone not affiliated with that division to draft.

2.2.3. The President or his designated representative has the right to block the open draft.

2.2.4. There will be no guarantee that brothers and/or sisters will be placed on the same team.

2.2.5. All players will go into a pool at the end of the year and next year all new teams will be drafted.

2.2.6. Named Assistant Coaches in all sports may not be chosen prior to the draft.

2.2.7. Upon completion of the draft, Coaches will notify all players of their assigned Team within 72 hours. Coach will in turn inform the Divisional Coordinator or Commissioner of Sport when all players have been contacted.

2.2.8. When drafting co-ed teams, the coach may select any player available without consideration to gender.

2.2.9. No player may advance more than one (1) division level.

### 2.3. ROSTERS - All sports

2.3.1. Any player whose name is on a waiting list will be placed on a Team in the order that his/her name appears on the waiting list. (With Commissioner of Sport's approval).

2.3.2. All Teams participating in inter town leagues must adhere to that leagues roster policy.

### 3. EQUIPMENT - All sports

3.1.1. Equipment will be returned as governed by the Bylaws. Members will be blocked from registration for the next sport if equipment and/or uniforms are not turned in when required.

3.1.2. Any lost or willful destruction of equipment or uniforms will result in the family receiving a bill for the damages. If the bill is not paid, the child involved will be banned from all WBYAA sports.

3.1.3. Players must be in full uniform for all scheduled games.

3.1.5. WBYAA equipment may not be used by teams not sponsored by the WBYAA.

### 4. ALL STAR TEAM SELECTION (updated 04/20/16)-

4.1. The following rules for selecting All-Star teams will apply to all sports which desire to recognize players as such for post season / tournament games.

4.2. An All-Star team will be picked and recognized each year in all divisions. At the discretion of the sport's commissioner, a season-ending parent/child game may be scheduled in lieu of an All-Star game.

4.2.1. Any player of any sport who misses two games without good reason will not be allowed to play in All-Star/Tournament play.

4.2.2. Each Commissioner of Sport, Division Coordinator [Coaches] will determine the number of All-Star slots that are appropriate for post-season / tournament play.

4.2.3. All-Star/Tournament selection will occur based on voting of all Coaches and Named Assistant Coaches (*see House Rule Section 6.3 specifying number of Named Assistant Coaches*).

4.2.3.1. Coaches cannot vote for their own teams.

4.2.3.2. If every team does not have a Named Assistant Coach, then Named Assistant Coaches cannot vote.

4.2.3.3. Coaches will submit the names for All-Star/Tournament consideration for each player they deem worthy. Consideration should be given equally for sportsmanship, participation/effort, skills and game knowledge.

4.2.3.4. Players, up to the number of slots (*see Rule 4.2.2 above*) with the most points will be named to the All-Star Team.

4.2.3.4.1. Ties will be broken by subsequent votes (however many required) until a single player can be indentified or it is agreed by the Commissioner of Sport, Division Coordinator [Coaches] to accept additional players.

4.2.3.4.2. See sample Ballots and Tally sheet in Appendix A.

4.2.4. Any disputes to the selection process will be heard by the Executive Board before All-Star announcements are made.

## **5. CODE OF CONDUCT**

5.1. See Article III, paragraph 3.c. of the WBYAA Constitution for the Code of Conduct. See Coaches Code of Conduct in Appendix B of this document.

5.2. All Coaches and Named Assistant Coaches must read and sign the WBYAA Coaches Code of Conduct, (*see Rule 6.1.1 below*).

5.3. A player may be benched for the remainder of a game for misbehavior. This must be reported to the Divisional Coordinator for further action within 24 hours who in turn shall notify the Commissioner who in turn shall notify the Executive Board.

5.4. Any person ejected from a game will be given a one (1) game suspension. The person is entitled to a hearing before the Executive Board at his/her option before the suspension takes place. The Executive Board hearing shall take place within 2 weeks or the appeal shall be dismissed and the suspension is served the next game. Two (2) technical or warnings to a player will result in same. An adult can be asked by the Official to leave the playing area, (i.e. gym, baseball, softball, or soccer fields of the WBYAA complex) if official deems it necessary. One game suspension will be served next scheduled game. Player is to sit out complete game in uniform.

5.5. Any player using foul or abusive language to a referee will be instantly ejected from the game and will receive a one game suspension.

## **6. COACHES<sup>2ii</sup>**

6.1: All coaches are to manage in manner that will meet the objectives as noted under Article II, Purpose and Objective section of the Constitution.

6.1.1: Every coach must sign and deliver to the Commissioner of Sports, the WBYAA Coaches Code of Conduct (see appendix B).

6.2: A person may not be a Coach for more than one team per sport, per age group, unless no one else is available to manage.

6.2.1: A person can only be the Coach or Named Assistant Coach for a maximum of

<sup>2</sup> **Amended 4/2011**; Entire Sec 6, was **Deleted** and replaced with current language. Previous language can be read in Appendix C of this document.

two teams in any single season (Fall: Fall Soccer, Travel or Town; Winter: Boys or Girls Basketball; Spring: Softball, Baseball, T-ball, Spring Soccer)

6.3: Qualified Members of the WBYYA may sign-up to coach a team via the on-line process when registering a child, or by notifying the Commissioner of Sports.

6.3.1: If more volunteers sign up to be head coach than there are teams for a particular sport, each of them will go through an interview process of around 10 questions. The Committee will then vote on the coach after the interview process. If all candidates have the same interview score and meet the expectations of the panel, then we will continue down the list to name the head coach. The panel will be made up of the 4 WBYYA officers, the director of that sport, the commissioner of that sport and the presidential advisor. In addition, the board reserves the right to conduct an interview if we feel necessary based off of past survey results, or if they are a brand new coach to the program.

6.3.2: Baseball, Softball and T-Ball teams may have up to two Named Assistants who receive a 1/2 point toward seniority.

6.4: Before appointment as a Coach, Named Assistant Coach or parent helper a CORI Request Form must be completed and submitted to the WBYYA. CORI's must be completed and submitted to the WBYYA once every 3 years.

6.5: Appointment as a Coach will be based upon the following criteria:

6.5.1: Coaching preference will be given to residents of West Bridgewater (all current active coaches will "grandfathered").

6.5.2: Coaching preference will be first given based upon an active child participating on the team, then to an active grandchild or other immediate relative (i.e. qualified sibling, aunt, uncle, not cousins).

6.5.3: Coach with the highest seniority point total (See paragraph 6.6 for how seniority points are determined).

6.5.4 All coaches in all sports will take concussion training (<http://www.cdc.gov/concussion/HeadsUp/Training/index.html>) or equivalent as a prerequisite to coaching any season with the exception of TBall. TBall has 30 days to complete the training. The commissioner of the respective sport is responsible for ensuring coaches have completed the training. Certificates or proof of certification will be provided to the commissioner and filed with the registrar. Concussion training must be completed every 3 years.

6.6: Coaching seniority is accumulated for specific sports by season and gender (Fall; Co-Ed

Fall Soccer; Winter; Boys or Girls Basketball; Spring: Softball, Baseball, T-ball, Boys or Girls Spring Soccer). Coaching seniority is determined by a point system and the most points will determine seniority. If there are any discrepancies during this process the Executive Board will handle all matters.

6.6.1 Coaches seniority point balances on record as of April 2011 (before 2011 Spring Sports).

6.6.2: Add 1 point per season as Coach.

6.6.3: Add 1/2 point per season as Named Assistant Coach.

6.6.4: Add or Subtract points based upon Coach's evaluations after each season; the average score will reflect upon seniority as follows:

6.6.4.1: Half the team will need to submit an evaluation before any points will be added or subtracted. (Example, 12 person team, at least 6 evaluations need to be submitted and signed, anonymous evaluations will not count).

6.6.4.2: Add 1/2 point for an evaluation score of 90% or higher.

6.6.4.3: Subtract 1/2 point for an evaluation score of 51% to 70%.

6.6.4.4: Subtract 1 point for an evaluation score of 50% or below.

6.6.5: Add 1/4 point for any participation or volunteer opportunity as determined by the Board of Directors in advance, such as Coaches Clinics, first aid training or field maintenance day. Points for Coaches Clinics will be added to same sport. Other participant points not directly related to a sport, Coach may select sport to receive credit. Participant points limited to 2 [two] for any one Fiscal Year.

6.6.6: Add 1/2 point for relevant experience in same sport. Experience points will reflect upon the applicants experience in the sport they are applying for (i.e. played in college, coaching the sport at high school, college, AAU, etc). Applicant is responsible for providing the WBYYA with proof that they deserve any experience points. A 1/2 point will also be awarded for current CPR training/certification.

6.6.7: Subtract 1 point per season absence beginning with the third season since last coaching role with WBYYA.

6.6.8: In the case of a draw, the decision will be made by the Executive Board using the following criteria until there is a change in status:

6.6.8.1: Add 1 point per child participating on the team to be managed (this does not apply when tryouts are required for participation).

6.6.8.2: Add 1 point for a child participating in the sport at any age group. This does not apply when tryouts are required for participation.

6.6.8.3: Other services in the league or WBYYA.

6.7: A list of Coach's seniority will be made available to the public via the website.

6.8. In accepting a Coaching position, Coaches must meet the obligations to the players, parents and the WBYAA as noted:

6.8.1. Maintain good communication with players, parents and the WBYAA.

6.8.2. Give every effort to attend every game and practice. When you cannot make a game or practice you must assign an assistant to manage in your absence (the executive board must be notified if a Coach misses three (3) games).

6.8.3. Work to instill the ideals of honesty, loyalty, confidence, self-respect and good sportsmanship in the WBYAA youth.

6.8.4. Any Coach or Named Assistant Coach not meeting the objectives set forth may be disqualified from coaching by a majority vote by the Executive Board. Refer to Article III, paragraph 3.c. of the WBYAA Constitution for the disciplinary procedure format.

6.8.5. Coaches will distribute schedules to their players one-week prior to the first scheduled game.

6.8.6. All coaches in all sports will report within 24 hours to the online form <https://leagueathletics.com/UserForm.asp?RegID=60370&org=wbyaa.com> any injury to a team member, coach or official that requires the administration of first aid, use of a medical kit, removal of the game due to concern of a concussion or that requires hospitalization/doctor's visit.

## **7. AWARDS**

7.1. To be eligible for a jacket, a participant must play a WBYAA sport for four years. (Exceptions decided by the Executive Board). Years participating in T-ball will not count towards eligibility for a jacket. A participant that has not responded to notifications of two subsequent years will be removed from consideration.

7.2. No awards will be given to players who do not show up for or participate in a minimum of half the games. Exceptions ruled on by the Executive Board.

7.3. Instructional baseball and softball, and third, fourth & fifth division soccer will not receive trophies, but each child will receive recognition of participation.

7.4. The Service to Youth Award shall be given each year as part of opening day ceremonies. This award is intended for one individual per year but can be extended to two (2). The award is to be determined by the majority vote of the Executive Board.

## **8. MISCELLANEOUS - All Sports**

8.1. No bike riding will be allowed on the WBYAA fields during scheduled games. If any school fields are being used by the WBYAA this rule will apply.

- 8.2. A team will have one (1) Coach only.
- 8.3. Playoffs can be held at the discretion of that sport's commissioner.
- 8.4. If a player misses two (2) games in a row or a total of three (3) games, the Coach must report it to the Commissioner of Sports.
- 8.5. Smoking will not be allowed by players, Coaches during practices and games.
- 8.6. There will be no smoking in the clubhouse at any time.
- 8.7. Transportation: Transporting youths in cars to and from games will be limited to the number said car is insured for. **No** riding in back of pick-up trucks.
- 8.7.1. No Coach is allowed to transport a team out of town for a game or practice without permission of the President.
- 8.10. All sports - At the beginning of each season, for each sport, the Coaches will meet their respective Commissioners/Divisional Coordinators to discuss rules, etc.
- 8.11. In the opinion of the Office of the President any child whose health or safety is in danger can be placed in an appropriate division, with the Executive Board being the appeal process.
- 8.12. Any **Rewards** and/or **Gifts** (presented to teams or team members) except those specifically excluded, will be those that are officially sponsored by the WBYAA.
- 8.12.1. Season is defined as the anniversary year of same sport.
- 8.12.2. **Exclusions** to exist as grand fathered items:
- 8.12.3. End of the season parties; i.e. pool parties and/or Pizza parties.
- 8.12.4. Sodas/refreshments from the snack bar.
- 8.12.5. Snapshots of teams or team members, not to exceed 5"x7" (unframed).
- 8.13. There will be equitable balance in schedules and field assignments for both softball and baseball Instructional Divisions.
- 8.14. Two adults shall be present at all pizza parties held in a private residence, all pool parties and at any other team function conducted at a private location. If at all possible, two adults should be present at all practices and games. No Coach or coach shall leave a team at practice or game exclusively with an adult who has not had a criminal records check as defined in the Constitution.

**END**

Coach Name: 1 Coach Name: 2 Team Name: A Team Name: B  
 Number of Votes: 12 Number of Votes: 12 # TEAM NAME PLAYER NAME #  
TEAM NAME PLAYER NAME

**Appendix A**  
**ALL STAR VOTING TEMPLATES**

ALL STAR
1
1
1
1
1
1
1
1
1
1
1
1
12

9 TEAM B Player 9  
 10 TEAM B Player 10 10 TEAM B Player 10 11 TEAM B Player 11 11 TEAM B  
 Player 11 12 TEAM B Player 12 12 TEAM B Player 12 13 TEAM B Player 13  
 13 TEAM B Player 13 14 TEAM B Player 14 14 TEAM B Player 14 16 TEAM C  
 Player 16 15 TEAM C Player 15

ALL STAR
1
1
1
1
1
1
1
1
1
1
1
1

4 TEAM A Player 1 1 TEAM A Player 1-2 TEAM A Player 2 2 TEAM A Player 2  
 3 TEAM A Player 3 3 TEAM A Player 3 4 TEAM A Player 4 4 TEAM A Player 4  
 5 TEAM A Player 5 5 TEAM A Player 5 6 TEAM A Player 6 6 TEAM A Player 6  
 7 TEAM A Player 7 7 TEAM A Player 7 8 TEAM B Player 8  
 9 TEAM B Player 9 8 TEAM B Player 8

1

1
12

15 TEAM C Player 15

16 TEAM C Player 16

17 TEAM C Player 17 17 TEAM C Player 17 18 TEAM C Player 18 18 TEAM C Player 18 19 TEAM C Player 19 19 TEAM C Player 19 20 TEAM C Player 20 20 TEAM C Player 20 21 TEAM C Player 21 21 TEAM C Player 21 22 TEAM C Player 22 22 TEAM C Player 22 24 TEAM D Player 24 23 TEAM D Player 23 23 TEAM D Player 23

24 TEAM D Player 24

25 TEAM D Player 25 25 TEAM D Player 25 26 TEAM D Player 26 26 TEAM D Player 26 27 TEAM D Player 27 27 TEAM D Player 27 28 TEAM D Player 28 28 TEAM D Player 28 29 TEAM D Player 29 29 TEAM D Player 29 30 TEAM D Player 30 30 TEAM D Player 30

OK OK

WBYAA - ALLSTAR VOTING Template WBYAA - ALLSTAR VOTING Template

Coach Name: 3 Coach Name: 4

Team Name: C Team Name: D

Number of Votes: 12 Number of Votes: 12

# TEAM NAME PLAYER NAME\_1  
TEAM A Player 1-2 TEAM A Player 2

ALL STAR
1
1
1
1
1
1
1
1

1
1
1
1
1
12

# TEAM NAME PLAYER NAME\_1  
TEAM A Player 1-2 TEAM A Player 2

ALL STAR
1
1
1
1
1
1
1
1

1
1
1
12

3 TEAM A Player 3 3 TEAM A Player 3 4 TEAM A Player 4 4 TEAM A Player 4 5 TEAM A Player 5 5 TEAM A Player 5 6 TEAM A Player 6 6 TEAM A Player 6 7 TEAM A Player 7 8 TEAM B Player 8 7 TEAM A Player 7 8 TEAM B Player 8 9 TEAM B Player 9 9 TEAM B Player 9 10 TEAM B Player 10 10 TEAM B Player 10 11 TEAM B Player 11 11 TEAM B Player 11 12 TEAM B Player 12 12 TEAM B Player 12 13 TEAM B Player 13 13 TEAM B Player 13 14 TEAM B Player 14 14 TEAM B Player 14 15 TEAM C Player 15 15 TEAM C Player 15 16 TEAM C Player 16 16 TEAM C Player 16 17 TEAM C Player 17 17 TEAM C Player 17 18 TEAM C Player 18 18 TEAM C Player 18 19 TEAM C Player 19 19 TEAM C Player 19 20 TEAM C Player 20 20 TEAM C Player 20 21 TEAM C Player 21 21 TEAM C Player 21 22 TEAM C Player 22 22 TEAM C Player 22

23 TEAM D Player 23 24 TEAM D  
 Player 24  
 25 TEAM D Player 25 25 TEAM D Player 25 26 TEAM D Player 26 26 TEAM D Player 26 27 TEAM D Player 27 27  
 TEAM D Player 27  
 28 TEAM D Player 28 29 TEAM D  
 Player 29  
 30 TEAM D Player 30 30 TEAM D Player 30 OK OK

23 TEAM D Player 23 24 TEAM D  
 Player 24  
 28 TEAM D Player 28 29 TEAM D  
 Player 29

WBYAA - ALLSTAR VOTING Template Vote Tally

Number of Votes: 12

# TEAM NAME PLAYER NAME 1 TEAM A Player 1  
 2 TEAM A Player 2  
 3 TEAM A Player 3  
 4 TEAM A Player 4  
 5 TEAM A Player 5  
 6 TEAM A Player 6  
 7 TEAM A Player 7  
 8 TEAM B Player 8  
 9 TEAM B Player 9  
 10 TEAM B Player 10  
 11 TEAM B Player 11  
 12 TEAM B Player 12  
 13 TEAM B Player 13  
 14 TEAM B Player 14  
 15 TEAM C Player 15  
 16 TEAM C Player 16  
 17 TEAM C Player 17  
 18 TEAM C Player 18  
 19 TEAM C Player 19  
 20 TEAM C Player 20  
 21 TEAM C Player 21  
 22 TEAM C Player 22  
 23 TEAM D Player 23  
 24 TEAM D Player 24  
 25 TEAM D Player 25  
 26 TEAM D Player 26  
 27 TEAM D Player 27  
 28 TEAM D Player 28  
 29 TEAM D Player 29  
 30 TEAM D Player 30

Coach 1 /Team A	Coach 2 /Team B	Coach 3 /Team C	
	1	1	
	1	1	
			Total
	1		1
		1	1
	1		1
		1	1
1		1	1
1			1
		1	1
1			1
		1	1
1	1		6

1	1		
1			
	1		
1	1		
1	1	1	
1	1	1	
1		1	
	1		
1		1	
		1	
1	1		
12	12	12	1

OK OK OK OK OK OK OK OK OK

WBYAA - ALLSTAR VOTING Template  
 Vote Sort

Number of Votes: 12

# TEAM NAME PLAYER NAME 1 TEAM A Player 1  
 2 TEAM B Player 8 3 TEAM C Player 15 4 TEAM D Player 23 5 TEAM D Player 24 6 TEAM A Player 2 7  
 TEAM B Player 10 8 TEAM D Player 28 9 TEAM D Player 30  
 10 TEAM B Player 9 11 TEAM B Player 13 12 TEAM C Player 16,13 TEAM C Player 19-14 TEAM A  
 Player 3 15 TEAM A Player 6 16 TEAM C Player 17 17 TEAM C Player 20 18 TEAM C Player 22 19  
 TEAM D Player 27 20 TEAM A Player 4  
 21 TEAM A Player 5 22 TEAM A Player 7 23 TEAM B Player 12 24 TEAM D Player 26 25 TEAM C  
 Player 18 26 TEAM D Player 29 27 TEAM B Player 11 28 TEAM B Player 14 29 TEAM C Player 21 30  
 TEAM D Player 25

Coach 1 /Team A	Coach 2 /Team B	Coach 3 /Team C	
	1	1	
1		1	
1	1		
1	1	1	
1	1	1	
	1	1	
		1	
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			OK OK OK OK OK OK OK OK
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		1	
1			
1		1	
1			
		1	
12	12	12	

**APPENDIX B**

**WBYYA Coaches Code of Conduct**

Coaches shall remain unconditionally supportive of the WBYYA's commitment to the ideals of good sportsmanship, team play, honesty, loyalty, courage and respect for authority. Likewise, Coaches shall remain sensitive to the physical and emotional well being of the players on his/her team. In order to adhere to these doctrines the Coaches agree as follows:

Coaches will be positive role models.

Coaches will display and instill in their players the principles of good sportsmanship and team play.

Coaches will conduct themselves in a manner that best serves the interests of the players. Coaches

will provide the players a positive experience.

Coaches will treat all players, parents, spectators, umpires, referees, and league officials with respect.

Coaches will read, understand, and comply to **ALL** rules for their sport as written in the WBYAA House Rules and Regulations - Individual Sports Rules.

Coaches must abstain from the use of alcohol, recreational drugs, and tobacco products while in the presence of the athletes.

Coaches shall refrain from the use profanity in the presence of the athletes or tolerate profanity from their athletes.

Verbal abuse of an official, coach, player, or spectator, including obscene gestures, will not be tolerated.

Mistakes will be made and as a result, disputes will occur from time to time. However, it is important that players learn respect. All disputes that are taken up with official and or other coach will be handled in a civil manner.

Coaches will refrain from complaining about perceived bad calls to players and fans.

Any infraction of the above rules will result in a report being delivered to the WBYAA Executive Board for consideration of further action, as appropriate.

#### WBYAA Coaches Code of Conduct (cont.)

**First Offense:** Upon the reporting of a first offense by a Coach, the Executive Board, at a minimum, will provide a verbal warning to the offender, detailing the consequences of future infractions. If severity of violation warrants discipline, the Executive Board may treat violation as a "Third Offense".

**Second Offense:** The Executive Board may institute a wide range of penalties for repeat offenders. Such penalties include, but are not limited to:

- Written warning
- Suspension from all coaching activities for a period of one (1) game.
- Suspension from all coaching activities for a set period of time or a number of games.
- Severe violations can result in suspension from all WBYAA activities for the remainder of the season or tournament.

**Third Offense:** The Executive Board may choose to apply any of the penalties prescribed for a second offense. In the most extreme circumstances, the Executive Board may hold a hearing to determine whether or not to invoke Article III, paragraph 3.c. of the WBYAA Constitution and suspend the individual from all future WBYAA activities for up to five years. The individual in question must receive a letter of such a hearing at least one (1) week prior to be given a chance to speak.

**Physical Abuse:** Physical abuse of an official, coach, player, or spectator will result in immediate expulsion from WBYAA fields at the direction of the official or Executive Board member. Anyone expelled shall not return until it has been approved by the Board of Directors.

By signing below I state that I have read, understand, and agree to the above stated Coaches Code of Conduct and I agree to be bound by its provisions.

Signed: Date: Print Name:

## APPENDIX C :

### END NOTES

<sup>i</sup> Section 1: Registration, was **Amended on June 20, 2012**, which **previously read** as follows:

The President shall appoint from the Board of Directors, a Registrar who will keep the records of Member participation and assist the Commissioners of Sports to coordinate all sign-ups of players of all sports.

#### 1.1 TIMING

1.1.1 All sports registration will take place for a minimum of three consecutive weeks.

1.1.2 An Officer or Executive Board member will be present at all physical registrations.

#### 1.2 NOTICES

1.2.1 Members of WBYAA can be notified of sports registrations via e-mail announcements, web page news and other reasonable efforts (i.e. school announcements, local news paper).

#### 1.3 SIGN-UPS

1.3.1 A birth certificate or its equivalent must be presented for first registration in all sports. A copy will be attached to the permanent record card.

1.3.2 Fees will be set by the Board of Directors prior to the registration of the corresponding sport.

1.3.3 A late fee will be charged (one per family) after the final sign-up. The amount of the late fee will be voted on by the Board of Directors prior to the sign-ups.

1.3.3.1 Families that are new residents to West Bridgewater after sign-ups are complete will not be charged the late fee.

1.3.4 A waiting list of players will be made up after the completion of registrations.

1.3.5 No one who signs up after the draft is guaranteed to play. If there isn't room on the current teams for additional players their name will be placed in order of sign up on a waiting list. Fees will be collected within 7 days of the participant being notified that they are assigned to a team. Failure to pay within 7 days forfeits their position on the team.

1.3.6 New registration from people who move into town will be placed on a team when space is available or the waiting list if they are late and there is no room.

1.3.7 If a player quits or is pulled out by a parent, the player must re-register the following year. The registration fee may be returned to the parents at the discretion of the Board of Directors.

<sup>ii</sup> Section 6: Coaches, was **Amended on April 27, 2011**, which **previously read** as follows:

6.1. Coaches are to manage in a manner that will meet the objectives as noted under Article II, Purpose and Objectives section of the Constitution.

6.1.1. Every Coach must sign a deliver to the Commissioner of Sports, the WBYAA Coaches Code of Conduct (see Appendix B). 6.2. A person may not be a Coach more than one team per sport, unless no one else is available to manage.

6.3. Seniority will be preserved in a sport for a period of two-year absence from the WBYAA without loss of any seniority. Absence for any period longer than two years will be penalized by a loss of seniority for one year for every year over two years absence. In case of conflict, the Executive Board will decide.

6.4. Qualified Members of the WBYAA may sign-up to coach a team via the on-line process when registering a child, or by notifying the Commissioner of Sports.

6.5. Before appointment as a Coach, Named Assistant Coach or parent helper a CORI Request Form must be completed and submitted to the WBYAA.

6.6. Seniority is determined by the following guidelines and all discrepancies will be resolved by the Executive Board. Seniority will be determined by a point system and the most points will determine seniority. Points will apply as noted below:

6.6.1. Selection of a Coach should be based upon an active child participating in the sport.

6.6.2. Coach's seniority based upon sport, not other sports. (i.e.. Baseball and Softball, Soccer for Soccer, Basketball for Basketball).

6.6.3. Coaches must reside in West Bridgewater. (We will "grandfather" all current active Coaches).

6.6.4. Final selection would be other service to the league in case of a draw:

6.6.4.1. Two points for each year managing the prospective sport within the prospective WBYAA league or sponsored league. 6.6.4.2.

One point for each year managing the prospective sport within another WBYAA league or sponsored league. 6.6.4.3. One point for a child participating in the sport (Any age group) (This does not apply when tryouts are required for participation)

6.6.4.4. One point for a child participating on the team to be managed (this does not apply when tryouts are required for participation)

6.6.4.5. One point for the Coach residing in West Bridgewater.

6.6.4.6. In the case of a draw the decision will be made by the Executive Board. Other services to the league will be the first criteria and other services to the WBYAA will be the second. The second is only used if the first does not result in a change of status. 6.7. In accepting a management position, Coaches must meet the obligations to the players, parents and the WBYAA as noted: 6.7.1. Maintain good communication with players, parents and the WBYAA.

6.7.2. Give every effort to attend every game and practice. When you cannot make a game or practice you must assign an assistant to

*manage in your absence (the executive board must be notified of a Coach misses three (3) games).*

6.7.3. Work to instill the ideals of honesty, loyalty, confidence, self-respect and good sportsmanship in the WBYAA youth. 6.8. Any Coach not meeting the objectives set forth may be disqualified from coaching by a majority vote by the Executive Board. Refer to Article III, paragraph 3.c. of the WBYAA Constitution for the disciplinary procedure format.

6.9. Head coaches of every sport will specify one assistant coach, Named Assistant Coach, that will get 1/2 point toward seniority.

6.10. Coaches will distribute schedules to their players one-week prior to the first scheduled game.

iii. Section 6: Coaches, was **Amended on April 27, 2014**, which **previously read** as follows:

6.1: All coaches are to manage in manner that will meet the objectives as noted under Article II, Purpose and Objective section of the Constitution.

6.1.1: Every coach must sign and deliver to the Commissioner of Sports, the WBYAA Coaches Code of Conduct (see appendix B).

6.2: A person may not be a Coach for more than one team per sport, unless no one else is available to manage.

6.2.1: A person can only be the Coach or Named Assistant Coach for a maximum of two teams in any single season (Fall: Fall Soccer, Travel or Town; Winter: Boys or Girls Basketball; Spring: Softball, Baseball, T-ball, Spring Soccer)

6.3: Qualified Members of the WBYAA may sign-up to coach a team via the on-line process when registering a child, or by notifying the Commissioner of Sports.

6.3.1: Head Coaches of every sport will specify one assistant coach, as the Named Assistant Coach, that will receive a 1/2 point toward seniority for each team they are the Named Assistant.

6.3.2: Baseball, Softball and T-Ball teams may have up to two Named Assistants who receive a 1/2 point toward seniority. 6.4: Before appointment as a Coach, Named Assistant Coach or parent helper a CORI Request Form must be completed and submitted to the WBYAA.

6.5: Appointment as a Coach will be based upon the following criteria:

6.5.1: Coaching preference will be given to residents of West Bridgewater (all current active coaches will "grandfathered"). 6.5.2: Coaching preference will be first given based upon an active child participating on the team, then to an active grandchild or other immediate relative (i.e. qualified sibling, aunt, uncle, not cousins).

6.5.3: Coach with the highest seniority point total (See paragraph 6.6 for how seniority points are determined).

6.5.4 All coaches in all sports will take concussion training (<http://www.cdc.gov/concussion/HeadsUp/Training/index.html>) or equivalent as a prerequisite to coaching any season with the exception of TBall. TBall has 30 days to complete the training. The commissioner of the respective sport is responsible for ensuring coaches have completed the training. Certificates or proof of certification will be provided to the commissioner and filed with the registrar.

6.6: Coaching seniority is accumulated for specific sports by season and gender (Fall; Co-Ed Fall Soccer; Winter; Boys or Girls Basketball; Spring: Softball, Baseball, T-ball, Boys or Girls Spring Soccer). Coaching seniority is determined by a point system and the most points will determine seniority. If there are any discrepancies during this process the Executive Board will handle all matters. 6.6.1 Coaches seniority point balances on record as of April 2011 (before 2011 Spring Sports).

6.6.2: Add 1 point per season as Coach.

6.6.3: Add 1/2 point per season as Named Assistant Coach.

6.6.4: Add or Subtract points based upon Coach's evaluations after each season; the average score will reflect upon seniority as follows:

6.6.4.1: Half the team will need to submit an evaluation before any points will be added or subtracted. (Example, 12 person team, at least 6 evaluations need to be submitted and signed, anonymous evaluations will not count).

6.6.4.2: Add 1/2 point for an evaluation score of 90% or higher.

6.6.4.3: Subtract 1/2 point for an evaluation score of 51% to 70%.

6.6.4.4: Subtract 1 point for an evaluation score of 50% or below.

6.6.5: Add 1/4 point for any participation or volunteer opportunity as determined by the Board of Directors in advance, such as Coaches Clinics, first aid training or field maintenance day. Points for Coaches Clinics will be added to same sport. Other participant points not directly related to a sport, Coach may select sport to receive credit. Participant points limited to 2 [two] for any one Fiscal Year.

6.6.6: Add 1/2 point for relevant experience in same sport. Experience points will reflect upon the applicants experience in the sport they are applying for (i.e. played in college, coaching the sport at high school, college, AAU, etc). Applicant is responsible for providing the WBYAA with proof that they deserve any experience points. A 1/2 point will also be awarded for current CPR training/certification.

6.6.7: Subtract 1 point per season absence beginning with the third season since last coaching role with WBYAA. 6.6.8: In the case of a draw, the decision will be made by the Executive Board using the following criteria until there is a change in status:

6.6.8.1: Add 1 point per child participating on the team to be managed (this does not apply when tryouts are required for participation).

6.6.8.2: Add 1 point for a child participating in the sport at any age group. This does not apply when tryouts are required for participation.

6.6.8.3: Other services in the league or WBYAA.

6.7: A list of Coach's seniority will be made available to the public via the website.

6.8. In accepting a Coaching position, Coaches must meet the obligations to the players, parents and the WBYAA as noted: 6.8.1. Maintain good communication with players, parents and the WBYAA.

6.8.2. Give every effort to attend every game and practice. When you cannot make a game or practice you must assign an assistant to manage in your absence (the executive board must be notified of a Coach misses three (3) games).

6.8.3. Work to instill the ideals of honesty, loyalty, confidence, self-respect and good sportsmanship in the WBYAA youth. 6.8.4. Any Coach or Named Assistant Coach not meeting the objectives set forth may be disqualified from coaching by a majority vote by the Executive Board. Refer to Article III, paragraph 3.c. of the WBYAA Constitution for the disciplinary procedure format. 6.8.5. Coaches will distribute schedules to their players one-week prior to the first scheduled game.

iv. Section 7.1: Awards, was **Amended on April 27, 2014**, which **previously read** as follows:

7.1 To be eligible for a jacket, a participant must play a WBYAA sport for four years. (Exceptions decided by the Executive Board). Years participating in T-ball will not count towards eligibility for a jacket.