

Liberty County Recreation Department
Athletic Policies & Procedures Manual
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A. RECREATION BOARD

The Liberty County Recreation Board is the governing body for all programs conducted by the Liberty County Recreation Department (LCRD). All rules, policies, and procedures are approved by this Board. Members are appointed to five year terms by the Liberty County Board of Commissioners. Board meetings are open to the public and held the second Tuesday of each month at 12:30pm at the Recreation Office. Board members are listed below.

DISTRICT 1	Kenneth Howard
DISTRICT 2	Tom Sukaratana
DISTRICT 3	Brett McCorkle (Vice-Chair)
DISTRICT 4	Charlene Godley (Chair)
DISTRICT 5	Duane Johnson
DISTRICT 6	Chuck Smith (Secretary/Treasurer)
AT-LARGE	Matt Cardella

B. REGISTRATION

Registration for LCRD programs may be accomplished at the Recreation Office on Highway 84 in Hinesville at Liberty Independent Troop Park, Charles Shuman Recreation Center at James Brown Park in Hinesville, the Liberty County Community Complex Office in Midway, the Riceboro Youth Center on Highway 17 in Riceboro, or on-line at www.lcrd.net. Proof of age must be submitted prior to registration. Every participant that registers prior to the deadline will be placed on a team. Those that register after the deadline when there are no openings will be placed on a Waiting List and will be placed on a team when/if any openings occur. Refunds will not be made after the start of any program unless there is a participant on the Waiting List to replace the player that drops.

C. AGE DIVISIONS & CONTROL DATES

Age divisions and age control dates as established by the Georgia Recreation & Parks Association (GRPA) are adopted for each competitive program. This includes 7 & 8 year olds, 10 & under, 12 & under, 14 & under, and 17 & under age divisions in all programs except Soccer which has 9 & under, 11 & under, 13 & under, 15 & under, and 17 & under divisions. Age divisions for non-competitive programs are established in one year increments whenever possible, for example in T-Ball there are separate leagues for 4, 5, and 6 year olds. Age control dates are shown below.

BASKETBALL	AGE ON SEPTEMBER 1
BASEBALL	AGE ON SEPTEMBER 1
FOOTBALL	AGE ON SEPTEMBER 1
SOCCER	AGE ON SEPTEMBER 1
SOFTBALL	AGE ON SEPTEMBER 1
TRACK & FIELD	AGE ON DECEMBER 31
VOLLEYBALL	AGE PRIOR TO MARCH 1

D. VOLUNTEER COACHES

Volunteer coaches are needed for all teams and are a very important part of each program. A background check is done on all volunteers and training is provided. Each coach receives a team jersey and any volunteer that is the head coach for three or more teams in one year will receive an award. Volunteers that coached a team the previous year have priority over new coaches. Those that coached a team in the past at LCRD have priority over new coaches. All coaches must be in good standing with LCRD. *See Tab A for job description & Code of Conduct.*

E. EVALUATIONS & DRAFTS

Evaluations are conducted for all competitive programs. Each participant will receive an information letter upon registration that will provide the date, time, and location for the Evaluation. Team coaches will conduct the Evaluation and determine the skill level for players. Following the Evaluation, coaches will draft approximately one-half of their team's players. Other players will be placed on teams to equal out ages, sizes, and skill levels. Coaches are instructed to contact players right away after receiving their roster.

F. SPONSORS

Most competitive level baseball and softball teams are sponsored by a local business or civic organization. The fee to sponsor a team is \$125 per year with a two year commitment.

G. UNIFORMS

Uniforms are provided for all teams. Players may keep the uniform in all programs except cheerleading and football. Players must provide their own pants for football. The team coach will announce the uniform issue schedule. Uniforms are issued at the LCRD Office in Hinesville.

H. NON-COMPETITIVE PROGRAMS

Programs for very young children are designed to provide an opportunity to learn the fundamentals of the sport, gain the experience of being on a sports team, make new friends, and have fun. No score is kept at games, no standings are kept for the season, and no league champ is recognized. Certificates of Participation are awarded to all players. There are no Evaluations conducted for these programs but an initial meeting is held, normally at the Shuman Center, where players meet their coach and receive their uniform.

I. TRANSPORTATION REQUESTS

If a player must be on the same team as another player for bona-fide transportation reasons, a Transportation Request must be submitted. The Transportation Request must be signed by parents of both players and submitted before the registration deadline. Both players must be in the same league and LCRD reserves the right to deny any request that creates an unfair advantage. Players may only be involved in one request.

J. PRACTICES

Teams are limited to three practices and/or games per week. Normally there are three practices per week until games begin followed by a combination of three games and practices per week. Practices are normally conducted at the same facility where games are played except that Football practices are held at James Brown Park with games at Liberty Independent Troop Park. The team coach will provide the practice schedule and game schedule, which is normally issued along with uniforms. Practice schedules for programs in progress may be found at www.lcrd.net, under the tab for that sport.

K. AWARDS

Playoffs are conducted for each competitive program and the first and second place teams are awarded trophies immediately following the Championship game. Regular season standings determine pairings for the Playoffs. The Playoff schedule will be provided on the game schedule. All Playoffs are single elimination except baseball and softball which are double elimination. A Certificate of Participation for each player is given to the team coach to issue to players at the end of the program.

L. SPORTSMANSHIP- CODE OF CONDUCT

Good sportsmanship is demanded and required of all players, coaches, and spectators. The LCRD Code of Ethics for parents and players is issued at registration and given to all coaches at the Coaches Meeting. Those that demonstrate poor sportsmanship or misconduct are subject to ejection from the game site, suspension from games, and possible expulsion from the program. Examples of unacceptable behavior include: use of profanity; negative language; heckling of officials; and any actions intended to distract players. LCRD staff members have the authority to direct individuals that persist with unacceptable behavior to leave the event site and are instructed to call for help from law enforcement if those individuals refuse to comply. *See Tab B for Parents and Players Code of Conduct.*

M. WHERE PROGRAMS ARE CONDUCTED

Baseball- Liberty Independent Troop Park or Outlying Parks.

Softball- James Brown Park, Bradwell Institute, Liberty County High School, or Outlying Parks.

Football- Liberty Independent Troop Park, James Brown Park, or Outlying Parks.

Track & Field- Liberty Independent Troop Park.

Volleyball- Shuman Recreation Center & Riceboro Youth Center

Basketball- Shuman Recreation Center, Riceboro Youth Center, Snelson-Golden Middle School, Lewis Frazier Middle School, and Midway Middle School.

Soccer- James Brown Park or Outlying Parks.

Outlying Parks include Hillery Park in Walthourville, Gum Branch Park, Briar Bay Park in Riceboro, and Joseph Miller Park near Midway.

N. OFFICIALS

Officials for most competitive programs are qualified for high school level play and provided by the Hinesville Officials Association. Knowledgeable individuals deemed competent by LCRD are used for non-competitive and other leagues.

O. OUTLYING TEAMS- BOUNDARIES

Teams may be formed in outlying areas of the county wherever there is a facility to support the program. Boundaries are established to determine eligibility for outlying teams. This program is provided to help with transportation issues and encourage more children from outlying areas to participate. Parents must note on the registration form if they want their child to play at an outlying park. See *Tab C for Outlying Teams Policy which includes boundaries.*

P. ALL-STAR TEAMS SELECTION PROCEDURES & AGREEMENT

All-Star teams are formed from most competitive leagues to participate in Georgia Recreation & Parks Association competitions including basketball, soccer, football, baseball, softball, and track & field. League coaches vote for the top players for All-Star teams and the coach of the league champ is the coach for the team. Players must reside or attend school in Liberty County to be eligible for all-star teams per GRPA rules. See *Tab D for All-Star Selection Policy and All-Star Agreement.*

Q. OUT OF COUNTY RESIDENTS

Out of county residents are allowed to participate in Liberty County programs on a space available basis and must pay a \$15 out of county fee for each program. By GRPA rules, out of county residents are not eligible for Liberty County All-Star teams unless they attend school in Liberty County.

R. TEAM PICTURES

Team pictures are coordinated for all teams by LCRD. Date, time, and location are shown on the game schedule. Parents must download the Picture Order Form from the LCRD web site, www.lcrd.net, fill out the form, and submit it prior to pictures being taken along with the appropriate amount of money. The photographer is contracted by LCRD and no other photographer is allowed to take team pictures.

S. PROTESTS, COMPLAINTS, AND SUGGESTIONS

The only protests that will be considered are failures to meet participation rules or misinterpretation of rules by the officials. All other problems should be resolved when they occur with assistance from the LCRD staff member on duty. Complaints and/or suggestions may be directed to the LCRD staff person on duty or to the LCRD Office via email to lcrd@coastalnow.net, or phone, (912)876-5359.

T. INCLEMENT WEATHER POLICY

All activities will stop when inclement weather occurs. This may be heavy rains, high winds, extreme cold or heat, and/or lightning. LIT & JAB parks are monitored by a lightning detection system that will sound an alarm when the threat of a lightning strike is prevalent. All activity will cease when the alarm sounds and will not resume until the all clear signal is sounded. During any warning period, all participants and patrons must leave the field, dugouts, and bleacher areas. If activities are cancelled prior to starting time, a message will be posted on Face Book and an email sent to all participants.

U. HEAT GUIDELINES

The temperatures shown below are the heat index obtained from the National Weather Service.

UNDER 95 DEGREES: Normal activities, water breaks every 30 minutes and as needed.

95-99 DEGREES: Mandatory water breaks every 30 minutes for 10 minutes in duration and as needed, breaks taken under shelter out of sunlight, protective gear worn only when necessary and must be removed for conditioning.

100-104 DEGREES: Mandatory water breaks every 30 minutes for 10 minutes in duration and as needed, breaks taken under shelter and out of sunlight, no protective gear allowed or drills that require protective gear, no conditioning allowed.

ABOVE 104 DEGREES: Outdoor activities not allowed.

The heat index may be obtained by calling (800)897-0823.

V. CONCUSSION EDUCATION

Parents are issued educational material about concussions when they sign their child up for any sports program. Any parent that feels their child may have suffered a concussion should seek medical attention for their child, and notify LCRD and the team coach.

W. GEORGIA RECREATION & PARKS ASSOCIATION (GRPA)

Most programs are set up by GRPA guidelines and played by GRPA rules. For additional information about GRPA, go to www.grpa.org.

X. RULES

Current rules for programs in progress may be found at www.lcrd.net, under the tab for that sport.

Y. ATTENDANCE POLICY

Players are expected to attend practices and games in all LCRD sports programs unless they are excused. Unexcused absences may result in reduced playing time in games. *See Tab E for the official LCRD Attendance Policy.*

LCRD Volunteer Coach Job Description

1. **Job Summary:** Helps provide a fun, wholesome, sports experience for every participant in the program. Serves as a positive role model and helps teach children the values of fair play, good sportsmanship, teamwork, dedication, and commitment. Prepares for the program by attending coaches meetings, certification & rules clinics, and developing a plan of action to make the experience as enjoyable as possible for players, parents, coaches, and officials. Ensures that parents and players are aware of practice & game schedules, rules, and coaching policies, and any other events, cancellations or changes that may occur. Makes the health and safety of each participant a top priority.

2. **Duties and Responsibilities:**
 - a. Prepares for first aid at all practices and games.
 - b. Checks practice areas to ensure that there are no safety hazards, such as, broken glass, holes, etc.
 - c. Does not allow participants to engage in dangerous activities, such as, playing on bleachers or fences, or horseplay that may result in injury.
 - d. Does not require participants to perform drills or acts that cause excessive exertion or have high potential for injury.
 - e. Follows the rules and guidelines set forth by the Liberty County Recreation Department.
 - f. Is punctual for practices and games or makes the necessary arrangements if unable to attend.
 - g. Treats all participants in a fair and impartial manner.
 - h. Does not argue with officials and teaches players to accept official's decisions even if they don't agree with the decision.
 - i. Does not allow use of tobacco, drugs, or alcohol at practices or games.
 - j. Prohibits the use of profanity by children and adults at all team functions.
 - k. Uses positive coaching techniques to motivate players or correct mistakes.
 - l. Does not leave practices or games until each player has been picked up by an appropriate person.
 - m. Does not remove the team from the field unless so instructed by the officials.
 - n. Ensures that the Participation Rule is met and attempts to give players experience at different positions in practices and games.
 - o. Participates in the selection of any all star teams or coaches.
 - p. Provides an Evaluation of the program at season's end.

LCRD COACHES CODE OF CONDUCT

1. I will place the emotional and physical well-being of my players ahead of a personal desire to win.
2. I will treat each player as an individual, remembering the large range of emotional and physical development for the same age group.
3. I will do my best to provide a safe playing situation for my players.
4. I promise to review and practice the basic first aid principles needed to treat injuries to my players.
5. I will do my best to organize practices that are fun and challenging for all my players.
6. I will lead by example in demonstrating fair play and sportsmanship to all my players and parents.
7. I will provide a sports environment for my team that is free of drugs, tobacco, and alcohol, and I will refrain from their use at all youth sports events.
8. I will be knowledgeable in the rules of each sport that I coach, and I will teach these rules to my players.
9. I will use those coaching techniques appropriate for each of the skills that I teach.
10. I will remember that I am a youth sports coach, and that the game is for children and not adults.

LCRD Parents' Code of Conduct

1. I will encourage good sportsmanship by demonstrating positive support for all players, coaches, and officials at every game, practice, or other sports events.
2. I will place the emotional and physical well-being of my child ahead of any personal desire to win.
3. I will insist that my child play in a safe and healthy environment.
4. I will provide support for coaches and officials working with my child to provide a positive, enjoyable experience for all.
5. I will demand a drug and alcohol-free sports environment for my child and agree to assist by refraining from their use at all youth sports events.
6. I will remember that the game is for children and not for adults.
7. I will do my very best to make youth sports fun for my child.
8. I will ask my child to treat other players, coaches, fans, and officials with respect regardless of race, sex, creed or ability.
9. I will promise to help my child enjoy the youth sports experience by assisting with coaching, being a respectful fan, providing transportation or whatever I am capable of doing.
10. I will do everything in my power to help LCRD implement these standards for youth sports and enforce them.

LCRD Players' Code of Conduct

1. I will encourage good sportsmanship from fellow players, coaches, officials, and parents at every game and practice.
2. I will attend every practice and game that is reasonably possible and notify my coach if unable to attend.
3. I will expect to receive a fair amount of playing time.
4. I will do my very best to listen and learn from my coaches.
5. I will treat my coaches with respect and expect to be treated with respect.
6. I deserve to have fun during my sports experience and will alert my parents or my coach if it stops being fun.
7. I deserve to play in an environment free of alcohol, drugs, and profanity and will report the use of any of the above to my parents, coach, or league officials.
8. I will encourage my parents to be involved with my team in some capacity because it's important to me.
9. I will do my very best in school.
10. I will remember that sports are an opportunity to learn and have fun.

TAB C

LCRD Policy for Forming Teams at Outlying Parks

The intent of this policy is to make participation in LCRD sports programs more convenient and accessible to residents in outlying areas of the county. Participants must live within the established boundaries to participate on an outlying team except under special circumstances which must be approved by LCRD. If there is any question of residency, the following must be provided upon request:

- a. Parents must provide proof that they own or lease the property where the residence is located within the approved boundaries of the requested park.
- b. If the child does not live with parents and lives with a legal guardian, then the legal guardian must provide proof that they own or lease the property where the residence is located within the approved boundaries of the requested park.
- c. Proof of ownership of property must be provided by a property card issued by the Liberty County Tax Assessor's Office. If the property is leased or rented then the lease or rental agreement must be provided. The lease must show the names of the parents or legal guardian and the address of the property within the approved boundaries of the requested park.
- d. If a child lives with a legal guardian then the court order appointing legal guardianship must be provided in conjunction with proof of residency.

Teams may be formed in outlying areas of the county where there is a suitable place for practices and games. Parks with ball fields that could accommodate baseball, softball, football, and soccer are Joseph Miller, Gum Branch, Hillery, and Briar Bay. Facilities that may accommodate basketball include the Riceboro Youth Center and Midway Middle School, provided permission is granted by the Board of Education to use this school gym. The Riceboro Youth Center will also accommodate volleyball. The portions of the county included in the participation boundaries for these parks and gyms are described below.

If there are at least 4 teams, all league play may be conducted at the local facility. If there are an insufficient number of teams to form a league, teams may still be formed that will have all practices at the local facility, but may play games at other sites.

Due to restrictions on the number of players that may be on one team, slots will be given on a first-come, first-served basis. After all slots are filled, players may elect to be placed on a Waiting List for the outlying team or play at another approved site. Whenever there are a sufficient number of participants, multiple teams will be formed.

BOUNDARIES FOR FOOTBALL, BASEBALL, SOFTBALL, AND SOCCER

Hinesville- residents of Hinesville, Flemington, Fort Stewart, and any areas not included within the boundaries for one of the outlying parks must play in Hinesville. Any county resident may choose to play in Hinesville even if there is a team in the area where they reside. If there are not enough participants to form teams at outlying parks, all participants must play in Hinesville. Fields are located at Liberty Independent Troop Park and James A. Brown Park.

Gum Branch- residents that live west of where Airport Road meets Highway 196. Long County residents whose normal route into the county is Highway 196 may choose play at Gum Branch if there are not enough participants from Liberty County to fill the team. If additional players are needed to form a team, Long County residents may be required to play at Gum Branch. The field is located at Gum Branch Park.

Walthourville- residents that live within the city limits of Walthourville and Allenhurst, on Airport Road, and all connecting streets including Barry McCaffrey Boulevard, and Highway 119 west of Holmestown Road. Kelly Drive is not included in this boundary. Residents that live in the established boundaries for Gum Branch may choose to play at Walthourville if there is no team at Gum Branch. Long County residents whose normal route into the county is Highway 84 may choose to play at Walthourville if there are not enough participants from Liberty County to fill the team. Long County residents whose normal route into the county is Highway 196 may choose to play at Walthourville if there is no team at Gum Branch and there are not enough participants from Liberty County to fill the team at Walthourville. If additional players are needed to form a team, Long County residents may be required to play at Walthourville. The field is located at Hillery Park.

Joseph Miller Park-residents that live east of the railroad tracks that pass through the McIntosh community, including Holmestown, Midway, Fleming, Lake George, Sunbury, Colonels Island, and Isle of Wight, ending where Lewis Frasier Road meets Highway 17 and Charlie Butler Road meets Cay Creek Road. Residents that live within the established boundaries for Riceboro may choose to play at Joseph Miller Park if there is no team at Riceboro. The field is located at Joseph Miller Park.

Riceboro- residents that live within the city limits of Riceboro, all streets or roads that connect to Barrington Ferry Road, Briar Bay Road, Highway 119 east of Holmestown Road, and Highway 17 south of Lewis Frasier Road, including Hampton Island. In the event there are not enough participants to form teams in Midway, those residents that live in Midway, east of I-95, on Highway 17 and all connecting streets or roads may choose to play at Riceboro and residents that live in Holmestown, Fleming, on Highway 84 west of Midway and all connecting roads or streets, and on Highway 196 and all connecting roads or streets must play in Hinesville. The field is located at Briar Bay Park.

BOUNDARIES FOR BASKETBALL AND VOLLEYBALL

Hinesville- residents of Hinesville, Flemington, Fort Stewart, Gum Branch, Walthourville, Allenhurst, and any areas not included within established boundaries for basketball must play in Hinesville. Any county resident may choose to play in Hinesville even if there is a team in the area where they reside. If there are not enough participants to form teams at outlying parks, all participants must play in Hinesville. Gyms to be used include the Shuman Center, Snelson-Golden Middle School, and Lewis Frazier Middle School.

Riceboro- residents that live within the boundaries established for Riceboro. In the event there are not enough participants to form teams in Midway, those residents that live within the city limits of Midway, east of I-95, on Highway 17 and all connecting streets or roads may choose to play at Riceboro. Residents that live in Holmestown, Fleming, on

Highway 84 west of Midway and all connecting roads or streets, and on Highway 196 and all connecting roads or streets must play in Hinesville. The gym is located at the Riceboro Youth Center.

Midway- residents that live within the boundaries established for Joseph Miller Park. Residents that live in the established boundaries for Riceboro may choose to play at Midway if there is no team at Riceboro. The gym is located at Midway Middle School. Volleyball is not available at Midway at this time.

PROCEDURES FOR SELECTING ALL-STARS

- Mid-season meetings will be held for each league where coaches will nominate their best players for All-Star consideration. LCRD will provide players statistics, if available.
- Coaches will be instructed to observe all players for the remainder of the season to determine the players that should be on the All-Star team. When selecting All-Stars, coaches should take individual player's statistics into consideration.
- A final meeting will be held at the end of the season and each coach will be asked to provide information on their player's overall performance during the season. LCRD will provide final statistics, if available, for each player. Coaches will then vote for the prescribed number of players. If there is a tie-breaker needed, coaches will vote to break any ties. Coaches may vote to allow the all-star coach to select from the players with the same number of votes.
- The All-Star coach will be the coach of the team that wins the league championship. If a different coach is needed for any reason, coaches whose team had the best standing at the end of the regular season will be the next options. Any coach that was the head coach for an All-Star team that won the GRPA State Championship, and is a coach in the same age division the following year, will be the first option to coach the All-Star team.
- The All-Star coach must participate in the final coaches meeting unless excused by the LCRD Director.
- All-Star coaches must be in good standing with LCRD and certified by an acceptable coach's certification program.
- Only head coaches are allowed to participate in mid-season and final meetings unless a representative is approved by the LCRD Director.
- The All-Star coach will select replacement players if an opening occurs on the team after the team has been formed.
- One All-Star team will be selected from each league. In the event that there are single age divisions, one All-Star team will be selected from each league, provided there are at least four (4) teams in the league.
- In the event there is no District tournament, the All-Star team will not be sent to the State tournament unless the State tournament is close enough to drive back and forth to games each day. If there is no District tournament and the team will not be sent to the State tournament, the All-Star team will not be selected.

LCRD All-Star Agreement

Congratulations! Your child has been selected to participate on the All-Star team for his/her age division. All Star teams are an extension of our regular program where the top players are selected to represent Liberty County in the Georgia Recreation & Parks Association and other area competitions. This Agreement must be signed and returned to LCRD or the team coach before your child can participate in any All-Star activities.

There are differences between the regular program and the All-Star program that must be understood by participants and parents prior to agreeing to participate on the team. The biggest differences are an increased emphasis on winning and serving as good representatives of Liberty County. The rules and policies that pertain to All-Stars are listed below:

1. There are no participation rules that guarantee a certain amount of playing time to each player. Coaches will decide how and when to use their players.
2. Coaches will decide positions and starting line-up. Players may be asked to play new positions or to be a substitute. How well players and parents accept their role is critical to the success of the team. Players that have a poor attitude in this regard are detrimental to the team and may be dismissed.
3. Players must be able to attend a majority of team functions and the GRPA District & State tournaments (if the team qualifies for State). If any player is unable to attend due to vacations, injury, or any other reason, he/she will be dropped from the team. **Any absence from practice must be excused by the team coach.**
4. The Georgia Recreation & Parks Association requires good sportsmanship and good conduct of each player, coach, and parent associated with our team. Verbal outbursts at officials, opposing teams, coaches, or players will not be tolerated. Those that refuse to adhere to this policy may lose their privilege to participate in this activity.
5. Any player that quits the All-Star team or is removed from the team for failure to follow the rules, will be ineligible for LCRD All-Star teams for one year.
6. There is a \$15 fee to participate on the All Star team. This fee will pay for items that players are allowed to keep at the end of the program (t-shirt, cap, pants and socks). **This fee must be remitted along with the Agreement prior to the next team practice.**

This signed statement releases all coaches, managers, and other supervisors, including the Liberty County Recreation Department, the Liberty County Recreation Commission, and the Liberty County Board of Commissioners, from liability resulting from injury while my child is participating in this program. I hereby give permission for my child to be transported to area events by van or bus. I also give my consent for authorized agents of LCRD to obtain needed medical attention for my child in my absence. I agree to return any required uniforms or equipment within one month of the end of this program or I will pay the late fee or replacement cost. I understand that failure to follow the established rules may result in loss of the privilege to participate on future All-Star teams.

Parent Signature/Date

TAB E

LCRD ATTENDANCE POLICY

Players are expected to attend practices and games in all LCRD sports programs unless they are excused. Some examples of reasons for an excused absence from a practice or game include illness, injury, and family emergencies. If the absence is for some reason other than these examples, the coach must decide whether or not the absence is excused. Parents or players must contact the coach and let him/her know the reason for any absences. This should be done prior to the absence or as soon as possible afterwards. Any time a player misses practice and does not contact the coach, it may be considered an unexcused absence.

For the first unexcused absence, a player may be required to sit out a portion of the next game. In basketball, soccer, volleyball, football, and cheerleading, the penalty is to sit out the first half of the next game. In baseball and softball, the penalty is to miss one at-bat and one inning in the field. In track & field the penalty is to be held out of one event. For a second unexcused absence, a player may be required to sit out the entire next game, match, or meet. For a third unexcused absence, a player may be dropped from the program. If a player is present at a game and not going to play for any reason, the coach must notify the LCRD staff person on duty prior to the start of the game.

Coaches must ensure that all players are aware of all practices and games. Each player is issued a game schedule and coaches should also issue a practice schedule including the date, time, and location for each team practice, as well as the policy for unexcused practices. When a player misses a practice or game and does not contact the coach, the coach should contact the player to determine the reason for the absence and make sure the player knows about the next game or practice.

In the event that a player must miss an extended period of time the player may be dropped so that another child can get the opportunity to participate.