

2007  
NEW HAMPSHIRE  
YOUTH  
FOOTBALL  
&  
SPIRIT  
CONFERENCE  
  
CONSTITUTION  
BYLAWS  
RULES & REGULATION

[www.nhyfsc.org](http://www.nhyfsc.org)

## 2007 Changes

The NHYFSC Constitution/By-Laws/Rules and Regulations has been updated to include all the rules and regulations followed by the NHYFSC and member associations which were not incorporated over the past year.

All items in BLUE are the items incorporated 3/2007

All other items in BLACK have been in the book and no changes have been made.

Items in RED are changes per By-law meeting 4-18-07

Page 17 ~ Art IX, Registration Local, Section V ~ Spirit Team Assignment ~ Delete in it's entirety

Page 17 ~ Art IX, Registration Local, Section V ~ Mandatory Cuts ~ Reword Bullet #3

Page 17 ~ Art IX, Registration Local, Section V ~ All Stars ~ Reword line 2

Page 21 ~ Art XIV Spirit Squads ~ Section III ~ Formation of Squads ~ Reword line 3

Page 21 ~ Art XIV Spirit Squads ~ Section VIII ~ Deployment ~ Reword line 1

Page 25 ~ Rules and Regulations ~ Section I ~ General ~ Reword line 1

Page 33 ~ Section XXII ~ Travel Fund ~ Delete in it's entirety

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**Notes**

**THE CONSTITUTION**

## THE CONSTITUTION

### ARTICLE I GENERAL

#### **Section I Name**

The organization governed by this Constitution shall be known as the New Hampshire Youth Football & Spirit Conference or hereinafter referred to by the designation NHYFSC.

#### **Section II Purpose**

The purpose of the NHYFSC is to provide youth with athletic and social activities that will promote sound bodies, keen minds, and competitive attitudes. Those traits will prepare them for productive adult lives in their community, state and nation; to familiarize them with the fundamentals of football and cheerleading, and to provide them with an opportunity to play and compete in a supervised, organized and safe manner.

#### **Section III Parliamentary Procedure**

When this document is silent on a particular situation confronting the society, Roberts Rules of Order, Modern Edition, will determine the behavior.

### ARTICLE II Definitions

#### **Section I League**

The term "League" has two definitions, each separate and distinct as applicable:

- A. It is a legal term to define a type of League/Conference
- B. It is a grouping of teams of the same ages and weights (playing division) into a "league" for scheduling purposes.

#### **Section II Association**

Associations are organizations that sponsor and administer one or more teams. They raise money, buy equipment, recruit coaches, secure fields, etc. Associations are characterized by specific geographical coverage. In cities, they often adopt commonly understood neighborhood names. In the suburbs, they usually take the town name. In rural areas, an association name may embrace an entire county (or a substantial part of it). An association's recruiting area is approved by its League and is normally consistent with its geographical name.

#### **Section III Team**

A team is the universal, basic unit of an association. At minimum a team consists of a group of participants organized under the direction of a coaching staff in a given Age/Weight division.

### ARTICLE III POWERS

#### **Section I General**

The NHYFSC shall be governed by and adhere to this Constitution, By-laws and Rules & Regulations for all meetings and situations involving this league and members throughout the year and playing season. The NHYFSC and its members will follow current year published National guidelines for Regional and National participation.

## THE CONSTITUTION

#### **Section II Authority**

The Board of Directors shall assume the duty and powers to enforce all rules and regulations set forth by this Constitution, By-laws and Rules & Regulations and National Affiliation. Any violations of the Constitution, By-laws, or Rules & Regulations contained in this booklet may result in a fine, probation, suspension of individuals or associations, and/or forfeiture of a game or an entire season.

The NHYFSC has the responsibility to insure that the league Rules & Regulations are complied with to provide a positive and safe atmosphere for all our football and spirit participants and association members. The NHYFSC Executive Board has the responsibility and right to investigate/review and assess penalties as necessary and accordingly when the safety and best interest of our young participants and/or other member associations are in jeopardy. The league associations develop and vote to establish the league rules and regulations which are enforced by the NHYFSC Executive Board. The Executive Board has the responsibly and right to investigate matters that are in conflict/violate the rules. This ruling would also include issues/matters not necessarily or specifically covered in this constitution.

#### **Section III NHYFSC Board Members**

All members of the NHYFSC Board of Directors shall follow the Constitution, By-laws and Rules & Regulations. Any member of the Board who misrepresents the Constitution, By-laws, and Rules & Regulations shall be brought before a review board of Association Presidents; as defined in the By-laws. (By-Laws pg 23, Section IX)

#### **Section IV Conflict of Interest**

Any NHYFSC board member, elected or appointed, shall disclose to the full NHYFSC executive board in writing any possible conflict of interest on an annual basis. Conflicts can be either financially based or based on personal matters.

A.) In matters concerning financial conflict, if the dollar amount exceeds five hundred dollars (\$500) but is less than five thousand (\$5,000) in a fiscal year, a two-thirds vote of the disinterested board members of the NHYFSC is required.

If the amount exceeds five thousand dollars (\$5,000) in a fiscal year, then a two-thirds vote of the disinterested board members of NHYFSC and public notification, i.e. newspaper, is required.

B.) At any time a matter comes before the NHYFSC board in such a way as to create a conflict of interest the affected board member shall withdraw from any discussion, meetings, or votes on the topic.

The NHYFSC board will comply with all New Hampshire Laws regarding conflicts of interest.

#### **Section V All Records:**

Rule books, constitutions, correspondence, etc. remain the property of the NHYFSC and should be turned over by each outgoing member or officer.

#### **Section VI Undermining:**

Any individual or association found to have undermined the Administrative authority of the NHYFSC Executive Board may be permanently suspended following a formal hearing.

## THE CONSTITUTION

### **Section VII The Local Association:**

Is subordinate to the NHYFSC HLA Board of Officers and to the Division it plays in. The local association will be governed by a President and Board of Officers elected by the local membership. The local governing board will remain autonomous from any sponsoring group. Sponsoring groups have no say or status within the NHYFSC. It is strongly recommended that coaches not also serve as local Board Member.

#### **Incorporation:**

Associations should be incorporated, this can be accomplished by contacting the Secretary of State, room 204, State House, Concord, NH 03301.

#### **Fund Raising:**

Any association engaged in fund raising must be registered with the Attorney General's office (Charitable Trust Division) State House Annex, 25 Capitol St., Concord, NH 03301, Telephone 603-271-3591.

#### **Tax Returns:**

Associations with gross receipts over twenty-five thousand dollars must file a tax return.

#### **Transportation:**

Each association must submit a transportation plan, to the league secretary not later than August 1st. The plan should include the location where all teams will gather to travel to and from, all away scrimmages and games, it should also include approximate gathering times and return times. Insurance will not cover an automobile accident unless you comply with this request. Volunteers transporting children must drive directly to a destination and return to a pre-determined location. Any side trips, (for example, an ice cream stop), may not be covered. This is extremely important, particularly in a state like New Hampshire, where insurance is not a requirement.

### **Section VIII National Headquarters:**

Current National Affiliation will recognize the NHYFSC Board of Directors as the sole governing body of the New Hampshire Youth Football & Spirit Conference.

## ARTICLE IV ELECTIONS

### **Section I General**

An election of officers to conduct the business of this conference will take place each year. Elected positions are Commissioner, Vice Commissioner, Secretary, Treasurer, Spirit Coordinator, Football Directors and Spirit Directors. All members as defined by Article II are eligible to hold office. Any NH resident with a minimum of 1-year experience in a local association will be eligible to be nominated for a NHYFSC position, elected or appointed. A quorum is defined as a majority of current registered membership.

## THE CONSTITUTION

### **Section II Restriction**

#### **Commissioner:**

Any candidate interested in running for the position of Commissioner must be currently on the NHYFSC Board in some other position for one full term (term equals a year) prior to running. Current Presidents with three years of tenure will also be considered.

#### **Spirit Coordinator:**

Any candidate interested in running for the position of Spirit Coordinator must be currently on the NHYFSC Board in some other position for one full term (term equals a year) prior to running. Current Association Spirit Coordinators with three years of tenure will also be considered.

## ARTICLE V MEMBERSHIP

### **Section I General**

Any duly interested organization of adults banded together to sponsor or administer youth football teams, charged with the responsibility of raising funds, selection and providing equipment, providing a coaching staff and managers, and the overall operations of its member team(s) may become a member.

### **Section II Representation**

The President will be the recognized representative communicating with the Higher Local Authority (HLA), current Regional and National Affiliated Headquarters. This will include all game protests.

### **Section III Restriction**

If a President of an association is also a coach, he/she can appoint a designee to have full voting rights on behalf of the association.

### **Section IV Voting**

Member associations may participate in any conference activity with full voting rights, one vote per association. A voting member will be defined as the President of an association or designee in his/her absence. Another officer of an association may represent the President with full voting privileges at NHYFSC meetings, provided that written authorization is delivered to the NHYFSC Commissioner.

### **Section V Conditions**

As a condition of membership all persons associated with the NHYFSC and/or any local association agree to the following; the HLA, league, association, persons affiliated therewith, players, cheerleaders, parents and legal guardians of players and cheerleaders, shall resolve disputes, protests, and other conflicts, the subject of which is based on any rules, regulations, by-laws, or enforcement or interpretation thereof, of National Rules & Regulations, and/or By-laws; HLA Constitution, Rules & Regulations, and/or By-laws; League Rules & Regulations, and/or By-laws; and Association Constitution, Rules & Regulations, and/or By-laws, including the power to impose penalties, sanctions, and other disciplinary actions, by arbitrating, adjudicating and resolving such disputes, protests, or conflicts at the association, HLA, League level. It is expressly understood and intended that no person, entity, parent, legal guardian, or administrator, official, or coach who is a member of,

## THE CONSTITUTION

### **Section V      Conditions ~ (cont'd)**

affiliated with, or participating in any program which is nationally administered, may bring, or cause to be brought, either directly or indirectly, on his/its own behalf or on behalf of any person or entity, any action, against any person or entity, in a court of law or equity, the subject of which action is based upon any Constitution, Rules & Regulations, or By-laws, or enforcement or interpretation thereof, of either the Constitution, Rules & Regulations, and/or By-laws of current National Affiliation, the HLA, league, association, division, or team for which a player or cheerleader plays, until such time as each and every step of the administrative remedies available within the NHYFSC system, including appeal to the National Affiliated office, has been concluded and exhausted. If such an action is brought

without exhausting said administrative remedies, the following penalty shall apply.

**PENALTY:** The penalty for violation of the above rule shall be immediate suspension. Such suspension shall continue until such time as the violation has been eliminated. In the case of the bringing and/or filing of any court action, as described above, the violation is deemed to have occurred at the moment the person or entity, directly, indirectly, or through his/its agents, seeks the aid of or submits his/its claim or complaint to any court or judicial authority. The suspension shall include, not only the violator, but the group or entity with which he/it is most closely affiliated and/or is mentioned in the court action brought, and such suspension shall continue from that time until such time as the matter brought to the court or judicial authority has been fully and finally adjudicated, including any appeals. At the time of the final adjudication the suspension shall be lifted, but the violator may be subject to additional sanctions and penalties for the violation, which may include, but are not limited to, reimbursement for costs of defense of the action and/or appeal, fines equal to lost monies incurred by third parties and/or entities not directly involved in the action, suspension of entities and/or individuals, or probation of entities and/or individuals.

### **Section VI      Absentee Voting**

Absentee voting will be allowed by proxy with a written letter from the Association President, as outlined in Article V Section IV of the Constitution. Voting by mail is strictly prohibited.

## ARTICLE VI      AMENDMENTS

### **Section I      General**

Amendments to this Constitution must be presented in writing by any President or designee of the Association by **December 31**. A written copy of the proposed changes will be sent to the Commissioner and the Secretary. The state must have all proposed amendment changes to the Constitution prepared and ready for distribution at the **January** meeting. A two-thirds (2/3) majority vote by the membership present is required to ratify the amendment. This amendment shall become effective immediately upon acceptance. A quorum is defined as a majority of current registered membership.

## THE CONSTITUTION

## ARTICLE VII      DISSOLUTION

### **Section I      General**

In the event of dissolution of the New Hampshire Youth Football & Spirit Conference (NHYFSC) any and all property shall be distributed equally to our member associations, as required by the New Hampshire Secretary of State. In the event the member associations are unable or unwilling to receive the assets, they will be distributed to one or more local non-profit charities within the State of New Hampshire within the meaning of section 501(C)(3) of the Internal Revenue Code.

# THE BY-LAWS OF THE NHYFSC

## BY-LAWS

### ARTICLE I GENERAL

Elections for the upcoming season will take place in November. Newly elected officers will begin their terms on January 1st, and annually thereafter.

### ARTICLE II ELECTIONS

#### **Section I General**

**VOTING:** All voting will be limited to one vote per association by the President or his duly authorized representative.

**NOMINATIONS:** Nominations will take place at the October President's Meeting. All current NHYFSC seated board members do not need to be nominated. They are automatically nominated. A new nominee must be nominated by a President or designee of the association with proxy. The new nominee must be present to address the membership and present his or her qualifications. No nominations will be allowed the night of elections.

**BALLOTING:** Balloting for each office will be handled individually, starting with the Commissioner, Vice Commissioner, Secretary, Treasurer, Spirit Coordinator, and Directors. For every four (4) Associations we will elect one Director. (Example: 20 Associations - 5 Directors; 24 Associations - 6 Directors; 28 Associations - 7 Directors; etc). The winner of each position will be the person with the most votes. If there is only one person running, he or she must be elected by a simple majority of those present and eligible to vote.

**TIES:** A tie will be resolved by another ballot with only the names of those persons tied.

**TERM COMMENCEMENT:** The newly elected officers, elected in November of the current year will take office January 1 of the following year. They will hold office for one (1) year.

**VACANT POSITION:** The Commissioner shall fill by temporary appointment any vacant position on the NHYFSC Board, to be ratified by majority vote at the next state meeting.

#### **Section II Restrictions**

**COMMISSIONER/SPIRIT COORDINATOR:** May not hold the office of Association President or any other office in an association which position gives him or her the voting rights at the HLA level.

**NHYFSC BOARD MEMBER:** The candidate must have at least 1-year experience on a board of a local NHYFSC association or a president may present a candidate for consideration to the membership if no other candidates are available.

**COACHES:** No NHYFSC Board member may be a coach.

**DUAL OFFICE:** A person may only hold one office on the NHYFSC Executive Board.

**DISTRIBUTION:** Not more than two (2) people from any one Association boundaries may hold a position on the NHYFSC Board in the same year. Not more than two (2) members from 1 Association with a child registered in that association for the current year.

## **BY-LAWS**

### **Article III RESPONSIBILITIES**

#### **Section I Officers**

##### **THE COMMISSIONER SHALL:**

- ✦ Preside at all meetings.
- ✦ Oversee all conference activities
- ✦ Participate as ex-officio member of all appointed committees.
- ✦ Represent the NHYFSC at all non-NHYFSC affairs.
- ✦ Appoint all committees necessary to carry out the approved action of the NHYFSC membership.
- ✦ Fill by temporary appointment any elected office vacant for any reason, to be ratified by majority vote at the next state meeting.
- ✦ Arbitrate all conflicts that may arise between member teams.
- ✦ Designate all meetings, their time and their place.
- ✦ Call a special meeting per guidelines under By-laws, Article IV Meetings, Section III, Special Meetings.
- ✦ Be responsible for overseeing the enforcement of all playing rules, related or special league rules, decide team and player eligibility, impose appropriate restrictions and generally provide for an overall safety in the program.
- ✦ Approve weigh masters who will conduct the required weigh-ins and birth certificate checks and shall be the final arbitrator of any disputes concerning these weigh-ins or birth certificates at these weigh-ins.
- ✦ Appoint a Head Official who shall be responsible for the assignments of all officials for all games and who shall be responsible for the proper training and coordination of the officials
- ✦ Be reimbursed for all actual and reasonable expenses incurred in the performance of official duties.
- ✦ Be responsible for imposing and enforcing any league disciplinary action required by the Executive Board.
- ✦ Act as Bowl Scheduling Director and will delegate each year as necessary.
- ✦ Have the authority to call for disciplinary action against another State Board member who misrepresents the NHYFSC.

##### **THE VICE COMMISSIONER SHALL:**

- ✦ Perform in the absence of the Commissioner the duties of the Commissioner until the next general election so all members can vote on this position.
- ✦ Ascertain that the conference business remain within the duly qualified articles of this Constitution.
- ✦ Assure that the proper publicity within this Constitution is provided.
- ✦ Update the Constitution by annotating additions, deletions and changes duly ratified by the membership.
- ✦ Be reimbursed for all actual and reasonable expenses incurred in the performance of official duties.
- ✦ Coordinate and schedule the Review Board meetings.
- ✦ Implement all action recommended by the Review Board at the conclusion of the proceedings.
- ✦ Be the Coordinator of the Football Directors.

## **BY-LAWS**

### **Article III RESPONSIBILITIES**

##### **THE SECRETARY SHALL:**

- ✦ Maintain confidential minutes.
- ✦ Prepare a permanent set of minutes of the proceedings of each meeting and delegate a proxy in his/her absence.
- ✦ Handle all incoming and outgoing correspondence.
- ✦ Receive all scores and keep standings.
- ✦ Be reimbursed for all actual and reasonable expenses incurred in the performance of official duties.
- ✦ Mail out minutes of all State Board meeting and Special meetings to all Executive Board members and Association Presidents (only) within 7 days of meeting.
- ✦ Maintain Computer Records.
- ✦ Any requests for state minutes from any association member other than that Associations President must be referred back to the local President.

##### **THE TREASURER SHALL:**

- ✦ Maintain a set of books covering the financial transactions of the conference, presenting a brief verbal cash flow report at all meetings, and a full statement verbally and in writing, signed by the Commissioner, at the annual meeting.
- ✦ Prepare and sign all checks.
- ✦ Ascertain that all financial obligations are paid promptly taking advantage of any cash discounts offered.
- ✦ Accept and deposit in a bank of his/her choosing all conference funds.
- ✦ Be reimbursed for all actual and reasonable expenses incurred in the performance of official duties.
- ✦ Coordinate all insurance activities.
- ✦ Provide a quarterly Financial Analysis, to include a Balance Sheet, Income Statement, and a Fund flow analysis.

##### **THE COMMISSIONER OF OFFICIALS SHALL:**

- ✦ Be responsible for the assignments of all officials for games, provide the HLA with a schedule of working officials (regular season games) and review with the Commissioner assignments of officials for playoffs.
- ✦ To the best of his ability, aid in settling disputes of whatever nature, by reviewing game situations with both coaches and officials.
- ✦ Be an Ex-Officio member of the HLA Board.

##### **THE SPIRIT COORDINATOR SHALL:**

- ✦ Be responsible for scheduling a Spirit Festival for the NHYFSC Cheerleaders.
- ✦ Be a voting member of the HLA
- ✦ Call any necessary meetings pertaining to cheerleaders.
- ✦ Be responsible for overseeing the enforcement of the NHYFSC Spirit By-laws and National Rules.
- ✦ Be reimbursed for all actual and reasonable expenses incurred in the performance of official duties.
- ✦ Coordinate and schedule the Spirit Review Board meetings.
- ✦ Implement all action recommended by the Spirit Review Board at the conclusion of the proceedings.

## BY-LAWS

### THE DIRECTORS SHALL:

- ✦ Be responsible for coordination of all football & spirit activities unique to this level ( e.g. Jamborees, roster certification, Clinics, etc.)
- ✦ Will serve as the initial HLA interface for local programs requiring information related to both National and NHYFSC rules and procedures.
- ✦ Coordinate the Mandatory Play Rule (MPR) reports from each team.
- ✦ Be reimbursed for all actual and reasonable expenses incurred in the performance of official duties.
- ✦ Will serve as proxy if coordinator is unable to attend regional meetings, Coordinator's responsibility to appoint a director.
- ✦ Have some experience and knowledge of National and NHYFSC Constitution, By-laws, and Rules & Regulations.
- ✦ Not be assigned to any association for which they have a child participating or in which they live.

## ARTICLE IV - ADMINISTRATION

### Section I Chain of Command

To deal effectively with the Programs in the field, The NHYFSC has installed the Highest Local Authority (HLA) system which is to be adhered to in all New Hampshire Youth Football & Spirit Conference communications.

- ✦ NHYFSC Commissioner/Spirit Coordinator
- ✦ Respective Division Director
- ✦ Local Association President

The above chart is to be used for all communications starting with the local association President and moving up the chain of responsibility. Should no answer or action be given or taken within a reasonable time, (14 days) a letter may be written to the next highest authority level with a courtesy copy to the initial authority. **(Penalty for failure to comply with the chain of command twenty-five (\$25.00) dollar fine each offense.)**

### Communication:

The HLA Board of Officers (NHYFSC) has the authority and responsibility to take charge of or communicate directly with any lower authority when the HLA deems that the good name of the NHYFSC or any individual is in jeopardy.

### Written Complaint:

No complaint or request will be acted on unless all details are given in writing and signed by all those requesting the answer or action. NHYFSC will respond within 7 days from date of complaint.

## ARTICLE V - MEETINGS

### Section I General

Any member at the meeting may present business for consideration at any meeting. All matters must be voted upon by the membership present, providing that a quorum of the voting membership is present. All matters, unless otherwise specified, must receive a majority vote of the membership, one vote per association, to be enacted. A quorum is defined as the majority of the current year registered membership.

## BY-LAWS

### Calendar/Purpose Of Meetings

- |          |  |
|----------|--|
| January  | ✦ Proposed Budget                        |
|          | ✦ Proposed By-Laws Changes               |
|          | ✦ Review Regional Agenda                 |
|          | ✦ General                                |
| February | ✦ Vote Constitutional Changes            |
|          | ✦ Vote Budget                            |
|          | ✦ Vote New Members or Teams              |
|          | ✦ General                                |
|          | ✦ Committee for Coaches Clinic           |
|          | ✦ Bid all NHYFSC Events                  |
|          | ✦ New England Regional Meeting           |
|          | ✦ Nominations for Review Board           |
| August   | ✦ Final scheduling adjustments           |
|          | ✦ Weigh-in instructions                  |
|          | ✦ Bill Associations for money owed       |
| October  | ✦ Slate of Nomination for State Officers |
| November | ✦ Election of Officers Meeting           |

### Section II Regular Meetings

Regular meetings will be held at 7:30 PM on the third Wednesday of each month from January through November. The notification to each member association will be made at least seven (7) days in advance by mail. All meetings will be conducted in accordance with Roberts Rules of Order, newly revised, at the discretion of the presiding officer. Voice, hand or standing vote is acceptable. A secret ballot will be taken if a majority of the voting members present so vote.

### Section III Special Meetings

Discussions of a Special Meeting will be limited to the subject that caused the necessity for the meeting. A special meeting may be called for by either two-thirds (2/3) vote of the State Executive Board or two-thirds (2/3) vote of the registered membership. The Commissioner must notify all members at least forty-eight (48) hours in advance of such meetings, indicating the time, place and agenda. Meeting must be held within 48 hours of notification. A majority of the voting members present will be required to carry any motion.

### Section IV Executive Board Meetings

The Executive Board which consists of the Commissioner, Vice Commissioner, Secretary, Treasurer, Spirit Coordinator, respective Directors will meet on the first Wednesday of each month or as often as is necessary. Any actions or matters governed by this Constitution, By-laws, and Rules & Regulations must be submitted to a regular or special meeting for proper consideration. Minutes of executive board meetings must be typed and mailed to all executive members within seven (7) days (not including executive session).

## BY-LAWS

### ARTICLE VI INSURANCE

#### **Section I General**

Before any association program can be registered for the current playing season, they must have medical and liability insurance. All members are required to take the insurance recommended by the NHYFSC. This is being mandated for the logistics problem of verifying division and association officials when defending lawsuits.

#### **Payment Deadline:**

All medical and liability insurance premiums must be paid to the NHYFSC by **June 15th** of the current year. This is necessary in order for the NHYFSC to register and insure all its members with National Headquarters by opening day on August first of the current year.

#### **Penalty:**

Failure to insure by the above date will result in being dropped from the schedule or being fined twenty-five (\$25.00) dollars per day with a maximum of two hundred and fifty (\$250.00) dollars. The NHYFSC Treasurer will send in writing a detailed letter of any penalties to the association and/or association president.

#### **Section II Additional Insurance**

Directors and Officers insurance is available and is highly recommended. The basic policy covers officers only in cases where, "personal injury" or "property damage" occur. Discrimination-age/sex, acts beyond granted authority, wrongful dismissal, rejection or suspension of league personnel or players, failure to deliver services, libel, slander or defamation of character are examples of actions covered by the Directors and Officers policy.

#### **Section III Crime Insurance**

Is also available, it covers loss of money or property including forgery or embezzlement by an identifiable officer.

### ARTICLE VII REGISTRATION LEAGUE

#### **Section I General**

Before any association program can be registered with National, they must be registered with the NHYFSC. All associations will mail their registration forms, insurance forms, and fees to the NHYFSC Treasurer by **June 15th** for the upcoming season. **Penalty:** The NHYFSC Treasurer will register all teams of the NHYFSC with National and the Region as required. Failure to register by **June 15th** deadline with the NHYFSC will result in being dropped from the schedule or being fined twenty-five (\$25.00) dollars per day with a maximum of two hundred fifty (\$250.00) dollars. The NHYFSC Treasurer will send in writing a detailed letter of any penalties to the association and/or association president.

#### **Section II Registration Fees**

Each member association will be assessed the following annual fees.

## BY-LAWS

#### **NHYFSC Dues:**

Football and Spirit squad dues will be determined annually.

#### **National Dues:**

To be determined as required under national rules.

#### **Regional Dues:**

To be determined as required under regional rules.

#### **Performance Fee:**

Any association adding a new squad, a second squad at an existing level of play or re-instituting an old squad will be assessed a refundable one-year performance fee as follows:

First Squad	\$150.00	Fourth Squad	\$75.00
Second Squad	\$125.00	Fifth Squad	\$50.00
Third Squad	\$100.00		

**NOTE:** Performance fee will be applied toward the following years registration fee, assuming the new squads have met all of their obligations.

#### **Section III Mandatory Background Checks**

As a condition of service to the NHYFSC, all Coaches, Board of Directors' members and any other persons or volunteers who have repetitive access to or contact with players and/or spirit participants, must complete and submit an official "NHYFSC Volunteer Application". Annual applications and background checks must be completed prior to the applicant assuming his/her duties for the current season and should be submitted to the Association President prior to the start of the season. Refusal to submit a fully completed NHYFSC Volunteer Application annually must result in the immediate dismissal of the individual or denial of participation for the applicant.

No Association shall permit any person to participate in any manner, whose background check reveals a conviction for or guilty plea to, any crime involving or against a minor. In addition, other charges and convictions may be an indication of an unfit volunteer, and therefore an association may prohibit any individual from participating as a volunteer if the Association deems the individual unfit to work with minors, as long as the association applies the same criteria uniformly for all individuals seeking to volunteer

Each association must require that all volunteers are screened by conducting a search of the applicable government-operated statewide sex offender registry for the state in which the volunteer resides. If no sex offenders registry exists in a state the association must require a statewide criminal background check through the appropriate governmental agency, unless prohibited by law. Associations may also perform a multi-state search of a national database, such as rapsheets.com, as long as that database includes the sex offender registry of the state where the applicant resides. If a local association becomes aware of information, by any means whatsoever, that an individual, including, but not limited to, volunteers, players and hired workers, has been convicted of or pled guilty to any crime involving or against a minor, the association must immediately contact the applicable government agency to confirm the accuracy of the information. Upon confirmation of a conviction for, or guilty plea to, a crime against or involving a minor, the association

## **BY-LAWS**

### **Section III Mandatory Background Checks (cont'd)**

must prohibit the individual from participating in any manner. Due to the fact that the NHYFSC has no direct operational control over the selection of volunteers, each association shall be required to indemnify and hold harmless New Hampshire Youth Football & Spirit Conference against all legal actions based upon allegation arising from a failure to enforce all or part of this regulation. Failure to comply with all or part of this regulation may result in the suspension of membership, the removal of association volunteers, ineligibility for participation in regional and national play, as well as significant legal liability.

Association Official must submit an Association Background Check Affidavit to the NHYFSC as proof of compliance prior to the beginning of the current season.

### **Section IV New Member Team / Association**

#### **Franchise Fee:**

Any new franchise joining the NHYFSC will be charged a \$100.00 non-refundable franchise fee, in addition to the team performance fee.

#### **Withdrawal:**

Any program or team that withdraws after registration will not receive any refund of NHYFSC fees. Upon returning, the team or program will be considered a new team or franchise.

#### **Administrative Probation:**

New member programs will be accepted on a probationary basis for one year. An NHYFSC board member (or appointee) will sit with their board as an ex-officio member until the probationary period has expired. The NHYFSC official will be informed at least seven days in advance of all regular or special meetings and will receive typed minutes within seven days of the same.

#### **Voting Privileges:**

New Associations will be eligible to vote 1-year after date of acceptance.

## **ARTICLE VIII BOUNDARIES**

### **Section I General**

Boundaries will be set by a defined, readily recognizable format, i.e.; town limits, school districts, streets, etc. All players and cheerleaders must come from within their town/city boundaries except as provided for in this Article.

#### **Authority:**

Official recognized boundaries have been established with the approval of the NHYFSC and are listed in back of this book. The appendix will be reviewed annually in January and amended if necessary. Boundaries will be established by the NHYFSC Board of Directors. Player eligibility for programs who split or combine will also be determined by the Executive Board. Penalty for failure to comply: One hundred (\$100.00) dollar fine and association on probation for one year. Penalty for subsequent non-compliance: fine doubles.

## **BY-LAWS**

### **Change of Residence:**

Any player or cheerleader who moves out of his/her town/city after the initial weigh-in, shall be permitted to continue playing or cheering with his/her team for the remainder of the season. If a player or cheerleader chooses to transfer after moving, he/she must do so with the approval of the franchises involved and as space and rules permit. In the case of a change of residence prior to the start of the season, the player/cheerleader will have the option to continue playing in their former program or to play for the program where he/she now resides.

### **Waiver:**

Waiver will be granted by the Executive Board upon written request from both Association Presidents. Letter must include player/cheerleader name, age, weight for player, previous experience, and reason for waiver. Request will only be granted prior to the first day of practice of that child.

### **A: Children of Head Coaches:**

The child of the head coach will have the option of playing/cheering with the association their parent may choose to coach for, but that child must play/cheer at the age appropriate level.

### **B: No Level of Play:**

If there is no level of play to correspond to a child's weight and/or age, he or she may play for another association and will retain eligibility with that program if they so desire throughout their NHYFSC eligibility period. Requires written permission from the geographic program. A player who becomes rostered for another association must finish out the season and may not return to his/her original association until the following season.

## **ARTICLE IX REGISTRATION LOCAL**

### **Section I General**

Registration of the players and cheerleaders at the local level may begin anytime after January fifteenth of the current year. However, all member associations must begin their registration drive before May thirtieth of the current year or risk exclusion from the current season schedule. Proof of the registration drive (newspaper ads, school fliers, etc.) must be submitted by **June 15th** to the NHYFSC Secretary.

### **Section II Cut Off League Age:**

The players/cheerleaders age on July 31st of the current year shall be the players/cheerleaders age for the coming season.

### **Section III Formation of Teams and Squads**

Tryouts of any kind within the NHYFSC are prohibited. Tryouts are defined as any means used to ascertain the level where a participant is placed on a team/squad, including assessments, evaluations or any other method.

## BY-LAWS

### Section IV Roster Size

Not more than 36 players for football and 35 cheerleaders for cheering shall be certified onto a team/squad roster. A football team with less than 16 certifiable players will not be permitted to form and play. A cheer squad with less than 5 certifiable cheerleaders will not be permitted to form and cheer.

### Section V Registration Format

The following format will be used when registering players.

#### No Cuts:

The first 36 paid registrations for each level of play in football and 35 paid registrations for each division for cheerleading shall be accepted. Any association signing up more than the maximum number of 36 football players/35 cheerleaders per each team/squad will start a second team at that same level or make the overage of players/cheerleaders available to play on abutting NHYFSC Association teams. The Division Director must be made aware immediately when this condition exists. There will be no cutting of these first thirty six (36) players/ (35) cheerleaders for reason of physical or mental ability. (Not more than the maximum team/squad number per registered team may take the field on August first. Overage of players must be made available to abutting associations on August first. (Registration fees may not be accepted from any player on a waiting list.) Uniforms or the ability to outfit and/or the ability to supervise them should be the only limiting factors to team/squad size. **Penalty for failure to comply:** Head coach and/or the association suspended for one year.

#### Age/Weight Schematic Football:

Division	Ages	Certification Weight Maximum
Mitey Mite	7-8-9	90 lbs
Jr. Pee Wee	10 & Under	105 lbs
Older/Lighter	11	85 lbs
Pee Wee	11 & Under	120 lbs
Older/Lighter	12	100 lbs
Jr. Midget	12 & Under	135 lbs
Older/Lighter	13	115 lbs
Midget	14 & Under	160 lbs
Older/Lighter	15	140 lbs

Above schematic does not apply to Spirit programs. Spirit programs follow Age Division as listed in By-Laws; Article XIII.

#### Mandatory Cuts:

Any participant must be cut who:

- ✦ Is found to have signed up as a result of parental pressure or tells association/team management he/she does not really want to participate.
- ✦ Refuses or cannot furnish the 4 required items—Parental Consent, Medical Examination, Proof of Age and Academic Fitness.
- ✦ Is a member of another NHYFSC football team/cheer squad.
- ✦ Weighs 10 or more pounds above the maximum weight for the level of play at the time of the initial practice session.

## BY-LAWS

### Voluntary Cuts:

A participant shall be considered a voluntary or “self-cut” participant when he/she simply no longer shows up at practices or games of his/her own free will. While voluntary cuts are not reviewed for the purpose of these regulations, a coaching staff may attempt to disguise its cutting pattern by arranging practices in such a way as to discourage participants of lesser ability into quitting on their own. These practices are not common but have been known to happen and are considered intentional violation of the rules and regulations and are punishable.

If a team or spirit squad loses 20% or more of its assigned participants prior to certification, it is mandatory that the association investigate the cause and take whatever appropriate action needed. The results of this investigation shall be reported to the League and the League shall have final authority as to whether appropriate actions were taken.

### No All-Stars:

All Star teams or squads are prohibited in the NHYFSC. NHYFSC rosters are valid from the first day of practice until the teams last AYF/AYC game or competition. Any coach or participant found to play a game(s)/competition with All Star participants from different rosters of regular season teams/squads will be subject to disciplinary action

### Section VI Required Paperwork

The following checklist must be accounted for before any player/cheerleader is allowed to take the field. There must be a file on each child containing this information.

#### Proof of Age:

A certified copy of the birth certificate on file bearing the seal of the issuing office of the state of birth is the best guarantee of reliability of claimed date of birth and is form of proof most recommended. Valid current Passports, Military ID, Certified wallet-size certificates issued by a state or commonwealth are also acceptable.

**NOTE:** Any documents used for proof of age which are in a foreign language MUST be translated into English with a letter from a Bilingual Notary Public. The cost of this translation will be borne by the Association submitting such documentation.

#### Medical Examination:

A signed statement from any Licensed State Examiner; (i.e. Medical Doctor, Registered Physician Assistant, Registered Nurse Practitioner, etc) that the candidate is physically fit and there are no observable conditions which would contra-indicate a participant from playing football or cheer/dance.

**Medical exam dates apply equally to players/cheerleaders. A two-year physical will be accepted within a current playing season. Medical forms must be on letterhead or stamped with the physician's name, address, date and signature. Physicals and Dr.'s notes must be performed no earlier than January of the current year.**

**SPECIAL NOTE:** A person with a loss of limb may participate provided that the individual has a signed statement of approval from an examining Dr. and the use of the limb is no more dangerous to players than the corresponding human limb and does not place an opponent at a disadvantage.

## BY-LAWS

### **Parental Consent:**

A written statement from either parent or the legal guardian, stating that the child has his or her permission to participate in NHYFSC activities. The league or team will supply a standard form for this.

### **Photos:**

An annual photo displaying a clear face of each participant shall be placed on the participants folder in the team's binder. Game jersey numbers must be clear and visible for all football players.

### **HLA Welcome Letter:**

HLA Welcome statement of fitness for each player/cheerleader signed by a parent or guardian.

### **Academic Fitness:**

Proof of satisfactory progress in school is required. A 2.0/70% or the equivalent shall be the minimum grade point average acceptable to participate. In cases where the minimum requirement is not met, doubt, conflict of opinion, or if a valid report card is not submitted, a waiver or statement signed by the school administrator (principal or counselor) will be deemed final.

## ARTICLE X CERTIFICATION

### **Section I General**

The certification process is where associations will file a complete roster of players and cheerleaders with the NHYFSC. Certification must be done prior to the first game of the season as outlined. All member associations of the NHYFSC will adhere to the certification process of players and cheerleaders as follows or be dropped from the current season schedule.

### **Mock Weigh-In:**

A dry weigh-in meeting (**documentation without players present**) will be held by the NHYFSC five days before the actual player weigh-in. This meeting will be mandatory for all member associations of the NHYFSC. The meeting purpose will be to present rosters, birth certificates and all other required documentation. All paperwork must be resolved prior to the official weigh-in, no paperwork will be accepted on weigh-in day, player will have to wait until final weigh-in.

### **Presentation of Documents:**

The following documentation must be presented to the NHYFSC Board of Officers and its designated assistants for examination and approval.

### **A: Football and Spirit Rosters:**

Will be filled out as required by NHYFSC and national rules.

### **B: Team Books:**

No book will be examined unless the rosters are completed as required and without weights, all birth dates on birth certificates and all physical dates are highlighted. If the book is incomplete the team rep will be required to set up an appointment with their division director to certify the book at a later date.

## BY-LAWS

### **C: Required Paperwork:**

Documentation must be submitted according to Article IX Section VI, of these By-laws. This documentation as required in Article IX Section VI, (Required Paperwork) must be arranged in order to follow the numerical roster. Please note that it is necessary for all documentation to be presented again at the official weigh-in. All documentation must be signed off as accurate and authentic by the association president.

### **Section II Official State Weigh-In:**

All players must be present at the League weigh-in if they are on the official roster or be dropped from the roster.

### **Weigh-In Schedule:**

At certification, all teams of an association will weigh at the same time. Each association will arrive at a predetermined time. When all of an association's teams are present and ready to be weighed they will enter the gym. Any association not ready to proceed will lose their turn. If all of the association's teams are not ready, none will weigh. At certification, your team weigh-in will freeze the roster. After your team has weighed-in, any changes (moves or drops) will be checked and re-certified.

### **Roster Order:**

Weigh-ins may not be conducted out of roster order under any circumstances.

### **A ~ Scale Attire:**

All players will be weighed in with gym shorts and game shirts. Gym shorts will not be removed under any circumstances. No bare feet are allowed at the scales. Each player must present his/her helmet for inspection of the NOCSAE seal and/or re-certification decal as well as the helmet warning label.

### **B ~ Cannot Leave the Scale:**

Once at the scale, no player will be permitted to leave the scale for any reason until the player is passed or failed.

### **C ~ Second Opportunity:**

Each player will step on the scale once. If he/she does not make the minimum or maximum weight for his/her division of play, he/she will be allowed to step on a second scale. If he/she still does not make the weight requirements as per the Age/Weight Schematic, he/she must move to the appropriate level of play if there is room on that team roster.

**Female players will be weighed in by female NHYFSC Board members or their female designee.**

### **Weigh-In Personnel:**

Only one coach and one association officer or weigh master per squad will be allowed into the weigh-in site. The coach will remain with the team while the officer/weigh master presents the book. Parents are not permitted to enter the weigh-in site.

### **Sweating Down:**

No NHYFSC official or coach will take part in or recommend sweating down methods. **Penalty** for failure to comply: One hundred (\$100.00) dollar fine, probation and suspension. Depending upon the seriousness, the suspension could be permanent.

## BY-LAWS

### **No Hold Outs:**

Any player found to be held out of certification for the purpose of losing weight will be declared ineligible. However, a player who joins the team after August 20th may be withheld from certification until the final weigh-in for the purpose of losing weight under the following conditions; the player is not more than five pounds over the maximum allowable weight and is a midget division player, or, the player is not eligible to move up a division because of his age, or the player cannot move up a division because his local association does not provide the next highest level of play. A letter signed by the player's parents stating the child's age, weight and sign up date along with a cover letter signed by the coach and association president must be presented at the mock weigh-in in order to qualify for this exemption. **Penalty** \$100 fine.

### **Running Prohibited:**

No player will be permitted to run around outside the weigh-in site to lose weight.

### **Decisions Final:**

The weigh-in will be conducted by NHYFSC Board Members or their appointee representing the HLA. Their decision will be final on all weights.

### **Certification:**

No Association may leave until all copies of the roster are stamped and one is returned to the Association President or Association Board Member. Without an official red stamped copy, your team will not be allowed to play.

### **Final Weigh-In:**

Final certification will take place at a designated location the Wednesday &/or Thursday prior to game three.

### **Adds and Drops:**

Football players/cheerleaders may be dropped at any time during the year. The Association President and their State director must coordinate adding of any eligible players or cheerleaders after the August Official Weigh-In but prior to Final Weigh-In. The official certified roster and appropriate copies must be submitted for recertification. A player or cheerleader for any team advancing to the playoffs, who dropped after the final weigh-in, but before the scholastic reporting deadline is required to submit scholastic information. Any drops prior to the Spirit Festival will be closely checked.

### **Prohibit Later Certification:**

Any football/spirit participant and/or team/squad not certified by the official Final Weigh-In certification date will not be certified during that season.

### **Completion:**

Certification will not be considered complete until the Secretary has reviewed all documents for accuracy and forwards the same to the Regional and National directors.

### **Fines and Fees:**

No team will be certified unless all fees and fines have been paid.

## BY-LAWS

### ARTICLE XI PRACTICE REQUIREMENTS

#### **Section I General**

Practice shall not begin until August 1st or as set by the NHYFSC Executive Board. The actual date will be determined by the League. Pre-season practices are not allowed.

#### **Section II Definition:**

To prevent possible bending of the rules and as a protection for the children, practices are defined as a gathering of players or spirit participants without a minimum number in the presence of at least one (1) coach where one or more of the following activities take place:

- ✦ Chalk talk/skull session
- ✦ Viewing of fundamentals film
- ✦ Group conditioning
- ✦ Individual skills sessions (QB, receiving, blocking, tackling, etc.)
- ✦ Group skills sessions
- ✦ Dummies and other inanimate contact
- ✦ Play run through without pads (shorts & t-shirt)
- ✦ Play run through with equipment but without contact
- ✦ Intra-squad scrimmages with full pads and equipment

A party at a coach or parent home where game/competition films are shown or where football or spirit is talked about can be deemed a practice. Associations are discouraged from these activities.

#### **Section III Conditioning:**

First week of practice consists of 10 hours of conditioning without pads. Second week of practice consists of 10 hours of conditioning in pads. A week is defined as seven (7) consecutive days.

#### **Section IV Before Game 1:**

No team or squad may schedule more than 10 hours of practice per week before game 1. A week is defined as seven (7) consecutive calendar days. Not more than 2-1/2 hours of practice may be scheduled on any one day. No more than two (2) scrimmages per week with another association may be scheduled before Game 1 (See Restrictions below). These scrimmages will count against allotted practice time and the mandatory 10 minute break time will apply. **Penalty for failure to comply:** First offense head coach and president on probation for one year and one hundred (\$100.) dollar fine to be paid by the association.

Second offense the association is placed on administrative probation for the remainder of the current season. Depending on the circumstances, the team, coach or association may be suspended for the remainder of the current season.

#### **Section V After Game 1:**

Practices are limited to 6 hours per week after game 1. Practices are not to exceed 2 hours per day. No more than one (1) scrimmage per week with another association may be scheduled after the start game 1 (See Restrictions below). This scrimmage will count against allotted practice time and the mandatory 10 minute break time will apply. **Penalty for failure to comply:** First offense head coach and president on probation for one year and one hundred (\$100.) dollar fine to be paid by the association. Second offense the association is placed on administrative probation for the remainder of the current season. Depending on the circumstances, the team, coach or association may be suspended for the remainder of the current season.

## BY-LAWS

### **Section VI Late Candidates:**

Any player added after a team has formed and/or after the season has started, must be subject to the same 20 hours of conditioning as stated above.

### **Section VII Scheduling Scrimmages:**

The local President and/or Football Coordinator must arrange all scrimmages and preseason Jamboree's; **in no case will coaches arrange them.** It is required that a board member of each association be present for the duration of each scrimmage. **Penalty for failure to comply:** First offense Head Coach and President on probation for one year and one hundred (\$100.00) dollar fine. Second offense association permanently suspended.

### **A: Restriction Calendar:**

No association may scrimmage another association before week three of practice, one week conditioning, one week contact within the team.

So as to avoid any misinterpretation, 20 hours of practice is required before inter-squad scrimmages may occur.

### **B: Restriction Opponent:**

No team will scrimmage a non-league affiliated opponent without prior approval from the NHYFSC Commissioner.

### **C: Restriction Travel:**

Any scrimmage outside of the HLA (state of NH) requires the approval of the NHYFSC Commissioner.

### **D: Restriction Drills:**

The following exercises and drills are banned from all practices and pre-game warm-ups: leg-lifts, neck bridges (sometimes referred to as neck rolls) and bull in the ring. Leg-lifts with knees bent are acceptable.

### **Section VIII Joint Practice:**

Any joint practice between two programs will be viewed as a scrimmage (only one per week after game 1). **Penalty for failure to comply:** one hundred (\$100.00) dollar fine each occurrence.

### **Section IX Practice Violation:**

**Penalty** - Any violation of NHYFSC practice rules (\$100 fine, doubles with subsequent offenses unless stated otherwise.

## ARTICLE XII IN SEASON DETERMINATION OF WEIGHT

### **Section I General**

The NHYFSC uses the following method for in-season weight check prior to all games. A balanced beam scale will be used in conjunction with a 50 pound dead weight. A flat hard surface will be used to place the scale on. It is the home teams responsibility to provide the scale and 50 pound weight. If one is not available, you may ask the visiting team to bring theirs.

## BY-LAWS

### **Section II Required Equipment:**

The following equipment shall be worn by all players in all divisions beginning with physical contact in practice sessions:

- ✦ **Helmet:** Only helmets bearing the NOCSAE Seal of Certification may be worn. All helmets must bear the current NOCSAE approved "Warning Label" in a visible position on the outside of the helmet. This "Warning Label" is the same label that is furnished by all helmet manufacturers and quality reconditioners. (Note: Regulations regarding chin straps and face guards are to be followed per National Federation).
- ✦ **Shoulder Pads**
- ✦ **Pants:** one piece or shell
- ✦ **Hip pads**
- ✦ **Thigh pads**
- ✦ **Tail pad**
- ✦ **Knee pads**
- ✦ **Game Jersey**
- ✦ **Mouthguard** (keeper style). Also refer to National Federation rule for addition restrictions.
- ✦ **Shoes**—In all divisions sneakers, molded rubber cleats, or detachable rubber or plastic cleats are permitted. No metal cleats are permitted.
- ✦ **Athletic supporter**
- ✦ **Eyeglasses:** When worn shall be of athletically approved construction with non-shattering safety glass or contact lenses.
- ✦ Any additional equipment worn by players shall be approved by the league.
- ✦ Jewelry of any type is not allowed except religious or medical medallions but must be covered by the uniform.
- ✦ Headgear is allowed without knots or beads.

A player will be weighed in 1 hour prior to scheduled game time with all his/her required equipment on, less the helmet. Any player found not to be wearing the equipment described when presented for weigh-in, will not be allowed to play in the game. Any player found to have swapped or changed equipment after the weigh-in will be ejected from the game and not allowed to play in the following weeks game. This violation must be reported immediately to the Division Director by the opposing team. Rib Pads, high neck pads or any additional equipment may be put on after the weigh in only in the presence of the opposing team representative at the scale.

### **Exception:**

The only exception to the above rule will be a legitimate necessity for replacement of equipment and it must take place with the knowledge of the game referee and opposing head coach.

### **Section III Safety Responsibility:**

The Head Coach of each team shall be responsible for all players wearing the required equipment. He shall make the inquiry before every practice and game and see to it that no player practices or plays without the proper equipment. If it is found through investigation that a player violated this rule, the coaching staff, will each receive a one hundred (\$100.00) dollar fine, one week suspension and probation.

## BY-LAWS

### **Section IV Player Number Designation:**

Each player shall wear a number between 1 and 99. Numbers "0" and "00" are not allowed.

During a game where a PA system is used, the number of any player committing a foul shall not be announced.

### **Section V The Picture / Roster Book:**

Will be arranged with the oldest to youngest. The team being weighed-in will be accompanied by its weigh master or association official. Program may have a single representative at the weigh scale. Book and roster must be available one hour before game time.

### **Section VI In Season Growth:**

Players will be allowed an in-season growth allowance as defined by the NHYFSC.

## Article XIII FOOTBALL COACHES REQUIREMENTS

### **Section I NH Coaches' Clinic**

The NH Coaches clinic is **mandatory for all coaches, veterans and new, each year.**

### **Section II Staffing**

A team's or squad's coaching staff is in complete charge of the team/squad whenever it is together at practices, games, traveling as a group to and from practices or games or together for any team/squad function such as a banquet. The coaching staff is under the direction of the Head Coach. The following applies to all coaches for football. (Refer to XIII Spirit squads for spirit coaches requirements).

✦ **Head Coach** must be at least 21 years of age. A rostered adult representative (21 years of age or older) must be present for all practices, games and functions.

✦ **Assistant Coaches** must be 18 years of age and a high school graduate. Maximum of 4 per team

In addition football teams may carry the maximum of 1 per team of the following positions:

✦ **Coach Trainee** must be a minimum of 16 years of age.

✦ **Equipment Manager**

✦ **Trainer** must have current certification. (i.e. Athletic Trainer)

✦ **Team Parent**

## ARTICLE XIV SPIRIT SQUADS

### **Section I General**

The main purpose of Spirit Squads is to attend and cheer at every game (home or away) and to participate in the Spirit Festival.

### **Section II Encourage Cheerleading:**

All associations are urged to have a Spirit squad for each team you sponsor.

### **Section III Formation of Squad:**

Try-outs are prohibited. All participants must be placed in the appropriate age division. **Team** roster must be in birth date order oldest to youngest. The child of a head coach must be age appropriate to the level of play as outlined in the current definition of Age Division. Uniforms or the ability to outfit cheerleaders and/or the ability to supervise them should be the only other limiting factors to squad size.

## BY-LAWS

### **Section IV Age Division:**

The ages of all spirit participants in the program shall correspond to the overall ages that the League is permitting.

Mitey Mite 7 \* 8 \* 9

Division 10 8 \* 9 \* 10

Division 11 8 \* 9 \* 10 \* 11

Division 12 9 \* 10 \* 11 \* 12

Division 13 10 \* 11 \* 12 \* 13

Division 15 11 \* 12 \* 13 \* 14 \* 15

### **Section V Squad Size:**

Cheer Small ..... 5—17 participants

Cheer Large..... 18—35 participants

Dance..... 5—35 participants

**Note: There must be a minimum of 5 participants to form a squad. Mascots are not included in the total count of any squad.**

No adds are allowed after the third game of the season. Squad size will be determined by the third game. After that the roster will be final any dropped participants will not affect squad size.

### **Section VI Cheer without Football:**

Any association cheer or dance squad that can not be affiliated with a corresponding football team in any division during the season may form a cheer or dance squad with the following requirements:

✦ The squad must be age eligible for the division.

✦ The squad must cheer/dance for another level's assigned games

✦ Additional Insurance is necessary for cheer teams without football

### **Section VII Conditioning:**

First week of practice consists of 10 hours of conditioning meaning body conditioning, aerobic. Second week of practice consists of 10 hours of conditioning stunting up to shoulder height only.

### **Section VIII Deployment:**

During games, spirit squads will deploy themselves 1 yard off the sideline **as space allows**, on either side of the bench area along the sideline starting at the 25 yard line and extending as far as necessary. During a game when cheerleaders face the crowd, the coaching staff should position themselves between the spirit squad and the field of play facing the field. Only (rostered) coaching staff should accompany the spirit team on the sideline.

### **Section IX Age Mascots:**

The use of Mascots is at the discretion of the association. Mascots must be at least five (5) by July 31st of the current year.

## **BY-LAWS**

### **Section X Prohibition Mascots:**

Mascots as defined by this HLA may cheer and dance with a squad at games however they may not perform with competitive squads at competition. Mascots may not perform or participate in any mount or stunt and can not be a spotter. They may, however, accompany the squad at State, Regional and National competition and games and be involved in crowd participation sideline/chants.

### **Section XI Outside Competition or Exhibition:**

Spirit teams may perform at non-league affiliated events with notification to the NHYFSC Spirit Coordinator. All requests must be made in writing prior to the event. Notification is required to assure the conditions of the League Liability Insurance are met.

### **Section XII Coaches Requirements:**

A squad's coaching staff is in charge of the squad whenever it is together traveling as a group to and from practice sessions, games and competitions. The coaching staff is under the direction of the Head Coach.

#### **Head Coach:**

- ✦ Must be 21 years old by the start of the season
- ✦ Has final responsibility for his/her actions, those of his/her assistant coaches, coach trainees, student demonstrators, spirit participants and parents.
- ✦ A rostered adult representative (21 years or older) must be present at all practices, games and functions.

#### **Assistant Coach:**

Must be at least 18 years of age and a high school graduate. Maximum of four (4) assistant coaches per squad.

#### **Coach Trainee:**

Must be a minimum of 16 years of age. A squad may have a maximum of 3 Coach Trainees. (See example listed under Student Demonstrator)

- ✦ All coach trainees under the age of 18 must be certified in the same manner as all other minors participating as described in this constitution, (Section III Required Paperwork).
- ✦ A Coach trainee is under the direct supervision of the Head Cheer Coach

### **Student Demonstrators:**

Each squad is permitted to carry up to four (4) Student Demonstrator.

(Example: A squad is allotted 4 total student demonstrators/coach trainees combined. i.e. 1 coach trainee and 3 student demos, 3 coach trainees and 1 student demo, 4 student demos and 0 coach trainees, etc)

The following guidelines must be followed:

- ✦ Must be at least 15 years old.
- ✦ Work with squads younger than his/her current age. The guideline would be at least 2 years older than the oldest rostered participant.

## **BY-LAWS**

### **ARTICLE XIV SPIRIT SQUADS (cont'd)**

#### **Student Demonstrators:** ~ (cont'd):

- ✦ A rostered participant can not be a Student Demonstrator.
- ✦ If the Association does not offer a cheer/dance program for a 15 year old student, then the student can be a student demonstrator.
- ✦ Student Demonstrators is under the direct supervision of the Head Cheer Coach.
- ✦ All student demonstrators under the age of 18 must be certified in the same manner as all other minors participating as described in this constitution, Section III Required Paperwork.
- ✦ The student demonstrator may be used to demonstrate moves, techniques and may teach words to cheers. He/she is not allowed to coach or conduct a practice.

#### **Section XIII Coaches' Responsibility:**

Coaches should be selected by methods approved by League rules and/or By-Laws. At close of the season a coach is automatically terminated. Any rule violations committed by a coach during the season, even though the hearing is not held until after the close of the season, is still under the jurisdiction of the sponsoring associations and/or league.

Coaches should remain up-to date on all new techniques, progressions and safety regulations by attending conferences and rules meetings.

Coaches should be knowledgeable in first aid techniques and emergency procedures.

The coach should approve all cheers, chants, posters, music and other spirit activities of the squad. Vulgar/suggestive movements, words or music including hip thrusting, inappropriate touching, slapping or positioning to one another will not be tolerated.

The coaching staff should be familiar with both National Federation of High School Rules (NFHS) and Regional and National Competition Rules.

**Attendance at coaches clinics/workshops/conferences is highly recommended.**

#### **Section XIV Competition:**

The NHYFSC will sponsor and conduct an annual Spirit Competition during the regular season. The event will be held in October. Rules will be provided to all teams prior to competition.

#### **Section XV Spirit Trophies:**

The NHYFSC will make awards in accordance with the following guidelines as stated in the National Guidelines with at least the 1st and 2nd place winners advancing to the Regional Level. Any individual awards to be presented will be determined on an annual basis by the Executive Board depending upon budget considerations and the feelings of the Associations that year.

#### **Section XVI Travel:**

All Regional and National invitations will be handled by the HLA Coordinator. The HLA Coordinator should be consulted with regards to all regional/national travel plans.

## **BY-LAWS**

### **Section XVII Attendance:**

There shall be a one hundred (\$100.00) dollar fine for not cheering at a regular or post season game.

### **Section XVIII National Rules:**

All National or current affiliate rules will be followed for Regional and National Championships.

## **Article XV Enforcement Policy**

### **Section I General**

All NHYFSC associations and/or teams will be called upon from time to time to do the following:

- A. Resolve disputes between member associations and individuals.
- B. Take action to enforce local rules and regulations
- C. Discipline both adult and juvenile members.

### **Section II Minimum Mandated Penalties**

Minimum mandated penalties for specific offenses are required by the rules to assure that punishment for the most serious infractions will occur on a uniformed basis.

### **Section III Adult Offenses**

- A. RUN-UP SCORE: A finding of "guilty" shall result in Probation at a minimum; Suspension if the conduct is found to have been intentional and Dismissal in the case of a repetitive pattern (malice).
- B. ENDANGERMENT OF JUVENILES: Suspension for 1 year to permanent suspension upon repeated offense.
- C. TEACHING PROHIBITED OFFENSIVE & DEFENSIVE TECHNIQUES: Suspension for 1 year to permanent suspension upon repeated offense.
- D. FIGHTING: Suspension 1 year to permanent suspension upon repeated offense.
- E. CHEATING: Suspension 1 year to permanent suspension upon second offense.
- F. THREATS: Suspension 1 year to permanent suspension upon second offense.
- G. GAMBLING ON GAME OUTCOME: Suspension for 1 year.
- H. LACK OF COOPERATION/OBSTRUCTION: Suspension until compliance is achieved.
- I. VIOLATION OF MANDATORY PLAY RULE: 1st violation—suspension (may be reduced to probation); 2nd violation—Dismissal if original suspension still in effect, probation revoked and original suspension reinstated.
- J FALISIFICATION OF OFFICIAL DOCUMENTATION: suspension for 1 year to permanent suspension for repeat offense. This would include but not be limited to parental consent, medical examination, proof of age and proof of academic fitness.

Upon suspension of any penalty provided herein an accused shall be placed on probation among the general conditions of which shall be (1) that the accused be and remain of good behavior and that he/she strictly enforce all rules and

## **BY-LAWS**

### **Section III Adult Offenses ~ (cont'd)**

regulations of the NHYFSC; and (2) that the accused prepare and submit to his/her association his written plan to supervise implementation of the Mandatory Play Rule.

In addition, a player denied his required number of plays will start the next game and receive double the number of mandatory plays in that game. The failure of a convicted coach to comply with this provision will be deemed a second violation.

### **Section IV Juvenile Offenses:**

Fighting, intimidation or disrespect for authority shall be cause for ejection from a game/competition. Any player/spirit participant ejected from any game/competition for cause shall be ineligible for participation in their next game/competition. A second ejection during the same season shall be cause for removal from the team for the balance of that season.

### **Section V Team and Association Offenses**

- A. FAILURE TO KEEP FAITH WITH JUVENILES AND PARENTS: is defined as any deliberate practice of a team or association which placed the health, welfare and safety of juveniles in jeopardy, or exploits or treats them in such a manner that the juvenile becomes a "tool" of the team. To file this charge, the violation must result from team or association policy and not be an aberration of one individual. This implies that the practice is carried out by order of or with the knowledge of the association and no steps are taken to end it. MINIMUM PENALTY: Probation of the association coupled with permanent suspension of its presidents and all others who participated in the practice. Upon a second offense, suspension of the association until all officers are removed.
- B. FIGHTING/RIOTING/INCITEMENT TO RIOT: Game related to forfeiture of the game for first offense; forfeiture of the season for second offense within the same season. Scrimmage related at the discretion of the league.

### **Section VI Parental Behavior**

A local Association or NHYFSC HLA has the right to impose one or more of the following sanctions toward any parent(s), legal guardian(s) or individual(s) who becomes verbally abusive or violent:

1. Probation for one or more games and practices that includes a "zero tolerance" policy for the duration of the probation and balance of the season.
2. Suspension for one or more games in which the parent (s) or individual(s) is/are not allowed to attend at games or practices for the duration of the suspension and to include a "zero tolerance" policy for the balance of the season.
3. Refuse to register or to bar during the season children of violent parents(s)/legal guardian(s) or individual(s) only after the above sanctions have been followed or in extreme situations.

A child's participation in NHYFSC youth sports is a privilege, not a Constitutional Right. Therefore, as long as the sanctions are based solely on the actions of the parent(s)/legal guardian(s) and not based on sex, race, religion, etc., it is not discrimination.

## **BY-LAWS**

### **Section VII Contact with Officials**

If a player or adult should strike/hit a game official or NHYFSC official, the offender shall be subject to suspension or to being banned from the league.

### **Section VIII Association Review Board**

A review board of five football coaches and/or Presidents and the Vice Commissioner for football and five spirit coaches and/or Presidents and the Spirit Coordinator for cheering, will act as a standing committee meeting every Monday evening or as needed during the season at a predetermined time and place. At least four members must be present to constitute a quorum and penalties will be levied as deemed appropriate by the review board.

#### **Selection:**

Coaches will be nominated from the floor and five will be selected (drawn from hat) to serve for a one (1) year term. Any review board member who is an interested party of an inquiry will excuse themselves from the proceedings.

#### **Alternates:**

Three (3) coaches will be selected to sit in for a review board member absent for any reason.

#### **Chairperson:**

When the review board meets for the first time, they will elect a coach as chairperson.

#### **Responsibility:**

The review board will hear any grievance related to coaching or games (lopsided score, MPR, ejection, poor sportsmanship etc.). The review board will recommend a decision to the Vice Commissioner/Spirit Coordinator, who will administer the penalty according to the Constitution and By-laws. Associations have the responsibility to communicate protests as soon as they are known to exist. Lack of prompt notification may result in denial of the protest

#### **Notification:**

Directors will be responsible for notifying both the President and the head coach.

#### **Penalty:**

Any head coach or coach who is called to appear before the review board will appear or send a representative. If the coach or representative does not appear, the team coach in question will automatically be suspended for one (1) game. Penalties to double per offense. All decisions will be levied that night with a written letter to be sent to the association president and the coach stating all penalties.

#### **Procedure:**

Any individual called before the review board, will have an opportunity to present evidence and witnesses (limited) and to review evidence against them. This is a review board not a tribunal; they are not bound by the rules of evidence. The review board chairperson must be informed of any grievance on the day that it occurs (by telephone).

## **BY-LAWS**

### **Section IX NHYFSC Review Board**

A review board of five (5) Presidents and three (3) alternates will act as a standing committee meeting as needed during the season. At least four (4) members must be present to constitute a quorum and penalties will be levied as deemed appropriate by the review board.

# **THE RULES & REGULATIONS OF THE NHYFSC**

## **RULES & REGULATIONS**

### **Section I      General**

The NHYFSC will consist of **five or more** divisions of play, Mitey Mite, Jr. Pee Wee, Pee Wee, Jr. Midget, Midget, **Unlimited** and will be operated within the geographical area of New Hampshire as restricted by its Charter. The HLA will provide for play between all teams in order to determine playoff participants and league champions. Playoffs will be scheduled by the Executive Board.

### **Section II      Amendments**

A President or designee of the Association may present amendments to these Rules & Regulations at any meeting. A majority vote of the membership present is required to ratify the amendment. This amendment shall become effective immediately upon acceptance. **No rules will be added after August 1st or the first day of practice unless it is a safety issue or for scheduling purposes.**

### **Section III      Associations**

#### **Constitutions:**

Association constitutions are subordinate to and may not conflict with the New Hampshire Youth Football & Spirit Constitution/By-laws/Rules & Regulations.

#### **Administrative Probation:**

Administrative probation would require the presence of an NHYFSC board member or appointee as an ex-officio member of the local board. The ex-officio member would be notified of all regular or special meetings seven days prior and receive typed minutes within seven days of the same.

#### **Disciplinary Probation:**

Disciplinary probation will be defined for each individual situation at the discretion of the HLA Executive Board. The duration and severity of disciplinary probation will depend upon the circumstances, it may however include but not be limited to exclusion from any and all post season play.

#### **Suspension:**

Suspension as it applies to associations, may include one or all teams and may be one game, one season or permanent.

#### **Forfeit:**

Forfeit as it applies to associations may include one or all teams and may be one game, or one season and could include any titles or championships.

#### **Fines:**

All fines assessed for violations committed by any individual member (coach, administrator) of an association are due and payable by the association regardless of whether the violator continues to be an active member of the association. Fines are due and payable 10 days from receipt of written notice from the NHYFSC Board. Fines may be protested in writing within seven days after they are levied.

## RULES & REGULATIONS

### **Section IV Academics Achievement Award**

Any rostered participant with a final grade point average of 90% or higher and entering the fifth (5th) grade in September of the current year is eligible for Academic Achievement Award consideration. Associations should complete individual Academic Achievement Award forms for all qualifying rostered participants. Forms must be submitted to the NHYFSC designee by the published date for that year. **Forms must be filled out in their entirety, dated, signed by both parent and participant.** Forms may not be photocopied, white-out or amended in any way.

### **Section V League Structure and Forming of Divisions & Conferences**

#### **Structure:**

All associations are ranked by winning percentage based on a four (4) year history from the first to the last. Each year the oldest season data will be dropped and the current season's data added twice. Associations will move up or down in rank and change division based on the most recent average.

#### **Divisions:**

Under the NHYFSC guidelines any association can opt to be in Division 1; Division 2 must be under .500.

#### **Division 1- Conference A & B**

The rankings will be determined for teams that meet the Division 1 requirements as stated below. The Division 1 requirements include any associations that have over a .500 average or have requested to the state to be in Division 1.

**Div. 1 should not contain less than 40% of the associations in the league. If there is less than 40% of teams in div. 1, (after taking above .500 associations and request to be in Div. 1), the following must be done. Multiply the total associations by 40% to get the number of associations to be in Div. 1. The 40% top ranked number of teams are then put in Div. 1, even if below .500.**

The div. 1 teams are split into two conferences alternating by rank (1,3,5,7,9) in conference A, (2,4,6,8,10) in Conference B.

#### **Division 2- Conference A & B**

The rankings will be determined for teams that meet the Div. 2 requirements. The Div. 2 requirements include any associations that have under a .500 average. No associations with an average over .500 are allowed to play in Div. 2.

**Div. 2 associations may request to be in Div. 1 as long as Div. 2 has at least 40% of the associations. Requests to go to Division 1 are given in order of higher winning percentage.**

The Div. 2 teams are split into two conferences alternating by rank (1,3,5,7,9) in conference A, (2,4,6,8,10) in Conference B.

#### **Conferences A & B**

Conferences may be adjusted only if an existing conference has 2 or fewer teams. This may occur as some associations are not able to field all levels. In this case the lowest ranked team(s) are moved from one conference to the other to give the conference at least three teams. The team should be

## RULES & REGULATIONS

### **Conferences A & B ~ (cont'd)**

moved after scheduling to allow the team to travel with other teams in their association where possible. When a conference is formed with only 2 teams, it's because there is a division with not many teams. This means that the moved team is already playing each team in its division. Therefore no scheduling adjustments are needed to accommodate moved team to play all teams in its new conference.

### **Section VI Scheduling**

#### **Official Schedule:**

The playing divisions will be set up by the NHYFSC executive board before each season and will be final and binding. The conference schedules will be issued by the NHYFSC Board. A schedule is arrived at through a random numeric program, matching teams within a division and cross division if necessary.

#### **Standings:**

Any game played outside of divisional play or outside the HLA will be official but not count in the standings.

#### **Game Time:**

All games are scheduled, based on the number of home games at a particular field on the same Sunday. Five home games, 8am, 10am, 12 noon, 2pm, 4pm (five games cannot occur without lights after daylight savings time has been enacted). Four home games, 9am, 11am, 1pm, and 3pm. Three home games, 9am, 11am, 1pm. Two home games, 9am & 11am. One home game, 9am. Games will be played in order starting with the Mitey Mite level, **Jr. Pee Wee, Unlimited Weight then/or Midget, Jr. Midget and ending with Pee Wee.** These times may only be changed for a compelling reason and only by the Commissioner and/or Vice Commissioner.

#### **Scheduled Games:**

In all divisions a maximum of 14 games are allowed which includes playoff games not including National Playoffs.

#### **Prohibition Scheduling:**

No Individual team or local association may arrange a game. All games, regardless of type, must be arranged through or with the sanction of the Division Director. The official league schedule will be printed on NHYFSC stationery and will be used by all NHYFSC members. These are the schedules that are on file with National Headquarters along with your team rosters. **Penalty for failure to comply:** Association fined one hundred (\$100.00) dollars.

#### **Non-League Affiliated Opponent:**

No team will play any type of game with a non-league affiliated opponent.

### **Section VII Game Day**

#### **Contact:**

Host team President or Board Official will telephone visitors President or Board Official by preceding Wednesday to confirm game time, site, weigh-in schedule, accommodations, Jersey colors, etc.

## RULES & REGULATIONS

### **Postponed Games:**

The Division Director must be notified immediately if a game is postponed. In a situation where games are cancelled due to field permits, it is up to the home team to relocate the game. In this case the option must first be given to the visiting team to move the contest to the visitors field, provided that their field is available and playable. This move will have no effect on the following year's schedule. The Division Director, the opponent, Vice Commissioner and/or Commissioner must be notified by 6:00 AM on game day of any change or rescheduling. In any case, the games must be made up by the following Wednesday (or not made up at all) even if they must be moved to a neutral site in order to obtain lights. An equitable arrangement regarding the use of the host team site snack bar must be made. All teams should have a back up field to protect high school rain outs or restricted use of their field on rain days. **Penalty for failure to comply:** One hundred (\$100.00) dollar fine.

### **Sunday Practice:**

Sunday practices are prohibited. Warm ups after weigh in only. Practice may not take place on Sunday under any circumstances. Early arrival or extraordinarily long warm-up, or pre-game, may be viewed as a practice time violation.

### **Game Ball:**

Host provides game ball (Visitors may use own legal ball). The ball shall be of a good grade of leather, rubber or composite material with specifications in the area of:

<b>Manufacturer</b>	<b>JPW/PW</b>	<b>JM/MID</b>
Wilson	TDJ	TDY
Spaulding	Junior	Youth
Baden (Leather)	BF100L	BF200L
Baden (Rubber)	BF100-03	BF200-03
Rawlings	RF5J	RF5Y

Equivalent footballs may be used, but the specifications must fall within the range of those specified above for each division of play. The use of stick-um on the football or the application and use of such on any player's hands is not allowed.

See Section XXIII Mitey Mites for football specifications at that level.

### **Length of Quarters:**

Maximum length of each quarter and half-time is 10 minutes.  
Length of time between quarters is 2 minutes.

### **Time Clock:**

The referee will have final authority to have the clock kept on the field if in his judgment the home management's clock operator is not qualified.

### **Time-Outs:**

A team shall be permitted time-outs based on National Federation Rule.

### **Handshake:**

Will take place after the completion of the game. Helmets on, coaches deployed between each fifth or sixth player. Be alert for unsportsmanlike conduct.

## RULES & REGULATIONS

### **Introductions:**

Announcements should be made while each team is on the sideline, so as not to delay the game.

### **Weigh-In:**

Each team weighs each week. Each team will have all players checked prior to each game during the season, including week one, to assure that the weight standards are being maintained.

**Fine** Two hundred (\$200.00) dollars for non-compliance.

Weigh-in will be held 1 hour prior to scheduled game time. The only exception will be for Mitey Mites with a travel distance greater than 30 minutes. Each player will be called to the scale by the opposing weigh master and checked to the appropriate weight specifications for his/her division of play Age & Weight Schematic. Any player failing the weigh-in will remove his/her shoulder pads and will not be allowed to play in that game. Ineligible players will not turn their jersey inside out. There will be No Strip Weigh Ins at any fields.

### **Equipment Allowance:**

Equipment allowance will be as posted by the NHYFSC.

### **Players:**

A free substitution rule is always in effect.

It is strictly prohibited for a player or group of players to participate in any practice session or game with players from another division of play, (i.e. Jr Midgets vs Midgets)

### **Ineligible Players:**

There are six (6) definitions of an ineligible player:

- ✦ Overweight players
- ✦ Over age or under age
- ✦ Residing outside legal boundaries without appropriate waiver
- ✦ Falsification of data on required paperwork
- ✦ Simultaneous participation in a non affiliated team or league. Exception: A participant may practice with a school team up until the first game. Once the first regular season game begins the participant can not participate or be rostered with the school team.
- ✦ Failure to prove and provide academic eligibility

**Penalty:** Forfeiture of all games in which the ineligible player(s) was a member applied to the team involved.

### **Locker Rooms:**

Or any inside facility (pre-game or half time), if available must be provided for both teams. If facilities are not available for both teams participants, they will not be used at all. **Fine** one hundred (\$100.00) dollars.

### **Reporting:**

All program Presidents must call all scores to league secretary no later than 8 p.m. on game day. Also report problems and ejection's, etc.

## RULES & REGULATIONS

### Section VIII Game Situation

#### Failure to Play:

A team must show up for every game even if they have fewer than sixteen eligible players and they must at least play a scrimmage. **Penalty for failure to comply:** Forfeit and two hundred (\$200.00) dollar fine.

#### Sideline Personnel:

Will be limited to one head football coach and his four assistant coaches, one coach trainee and two MPR monitors, the EMT, the local Association President and any officials who might be in attendance. The total number of team support personnel including coaches in the team box will not exceed 10. All of the above mentioned personnel will stay within the appropriate marked area or suffer a team penalty by the game official. This regulation will be strictly enforced in all NHYFSC games. Rostered Spirit personnel are permitted on sidelines in their designated area.

#### Sideline Conduct:

Coaches code and fine applies to all volunteers within the playing field, chain crew, MPR people, state people, EMT, association and league officials and police or security people.

#### Video Tape:

The exchange of video tape is prohibited.

#### Scouting:

Scouting is permitted in the form of video tape, film and written reports. Scouting is only permitted during a game situation. Scouting any type of practice is strictly prohibited. Jamboree's are considered a practice.

#### Communication Devices:

Such as headphones, cell phones and walkie talkies are prohibited from coaches box, sideline personal and chain crews.

#### Field Conditions:

When field conditions are questionable, the decision to play or not lies with the head referee and local president or designee

#### Early Withdrawal:

No coach, association or team official may take a team off the field during a game without the permission of the head referee. The head referee is in charge of the game from start to finish. The local associations will handle non-game issues or violations. No referee can override NHYFSC or Current National Affiliation rules or Presidents. A team withdrawing from the field during a game may forfeit the game. In cases of player safety the head referee doing the game will be charged with the responsibility of the players. **Penalty for failure to comply:** One hundred (\$100.00) dollar fine, probation and one week suspension.

## RULES & REGULATIONS

### Fewer Than 13 Players:

A team with fewer than thirteen (13) eligible players at game time will forfeit to the opposing team. You must, however, play a controlled scrimmage. The officials should be utilized and all normal rules apply except that unlimited timeouts would be allowed. The length of the game or the four periods will be determined by the head coaches and the head official, they may not in any case exceed the times established in the National Rule Book.

### Tie Breakers:

All ties will be broken in all regular season and playoff games in all divisions except the Mitey Mite division.

### Protested Games:

Protests will not be taken or heard on a referee's judgment call. Protests will be accepted on game rules violation. The review board must be notified on the day of the infraction (see By-laws, pg 23, Section VIII). The protest will go to the review board on the Monday evening following the infraction. The review board will make a recommendation to the executive board. The ruling of the executive board will be final. All parties will be heard at the meeting who have a direct bearing on the protest.

### Section IX Players

#### Discipline:

Any disciplinary action taken against a player or cheerleader should involve the parent and should be documented in writing. The punishment should fit the crime. For most offenses, warning and/or removal from game on first offense, one week suspension on second offense and suspension for balance of the season on third offense.

#### Eligibility:

The eligibility of a player must be challenged prior to the start of the game.

#### Prohibition Two Teams:

No player shall practice or play on or for any other football or spirit team during the NHYFSC season.

#### Ejection:

Any player or cheerleader ejected from a game for any reason by an official will be ineligible to practice or participate in the next scheduled game. If the player or cheerleader participates in the next game, the offending team will forfeit that game. It is the responsibility of the Local Association President whose player was ejected from the game to notify the President of the next opponent.

#### Prohibition Integrating Divisions:

It is strictly prohibited for a player or group of players to participate in any practice session or game with players from another division of play (Jr Midget vs. Midget). **Penalty for failure to comply:** All coaches involved will be permanently suspended, the association president may also be permanently suspended. Association on probation for two years on first offense and permanently on second offense.

## RULES & REGULATIONS

### **Captains:**

In compliance with the "Team Concept" and in view of the ages of players/cheerleaders, the NHYFSC strongly recommends that team captains in football and cheerleading be rotated week to week in order to allow everybody an equal opportunity.

### **Section X Coaches**

All rules apply to both football and spirit unless otherwise noted.

### **Sidelines:**

Coaches are restricted to the sideline except in the Mitey Mite division. **Penalty for failure to comply:** one hundred dollar (\$100.00) dollar fine per occurrence.

### **Behavior:**

No coach may physically engage a child, (grab face mask, push, poke, slap, pull) regardless of their intentions, in any manner, that leaves a reasonable doubt (perception of the general public) as to their motivation.

### **Ejection:**

Any coach ejected from a game for any reason by an official will be ineligible to practice or participate in the next scheduled game. If the coach practices or participates in the next game, the offending team will forfeit that game. It is the responsibility of the local Association President whose coach was ejected from the game to notify the division director and the President of the next opponent. Coaches ejected from a game will be **subject to a fine of:** one hundred (\$100.00) dollars and probation for the remainder of the season as well as a one week suspension. Any coach ejected a second time during the same season while on probation will be fined again and suspended for remainder of the season.

### **Falsifying Data:**

It is against the rules to falsify any player data (residence, age, weight, scholastics or medical). **Penalty for failure to comply:** Coach or administrator will be permanently suspended. President may also be suspended for one year on the first offense and permanently on the second offense. Association on probation for two years first offense and permanently suspended on the second offense.

### **Probation Defined:**

A coach will be placed on probation (balance of season) for a first offense, and will be required to meet with the Executive board in the off season for approval to coach during the upcoming season. A second offense of "the same rule" during the same season, while on probation would likely mean an automatic suspension for the remainder of the season.

### **Suspension Defined:**

Usually one game for a first offense and balance of season for a second offense of "the same rule" within the same season. Permanent suspension may be used at the discretion of the HLA Executive Board.

## RULES & REGULATIONS

### **Section XI Medical**

#### **Game Day Medical:**

The home team or hosting association has the responsibility to provide medical coverage at each game or competition. The safety requirement will be the presence of one individual associated with the home team/host association who is currently EMT qualified and certified.

#### **EMT Required:**

No game will begin without the presence of the designated / official EMT.

#### **EMT Payment:**

Payment of EMT is the responsibility of home association. In the event that an association has offered their field to displaced teams the host association will provide the medical coverage but the opponents will split the payment.

#### **EMT Deployment:**

The EMT will position himself/herself on the home sideline in the team box.

#### **EMT Summoned:**

When a referee stops a game due to an injury, the designated/official EMT will automatically respond.

#### **Responsibility:**

Once the EMT takes the field the decision on whether or not that player returns to the game is the responsibility of the EMT. (No member of either team's coaching staff may function as the designated/official EMT for a contest where they are a rostered coach). No parent, coach, doctor or association official can overrule the decision of the designated/official EMT.

#### **Loss of Consciousness:**

Any player or cheerleader who loses consciousness in practice or a game must see a physician immediately. He or she may not return to practice without a Doctors note. The head coach must inform the Division director of any player/cheerleader who has lost consciousness. **Penalty for failure to comply:** One hundred (\$100.00) dollar fine, probation and one game suspension.

#### **Prohibition Moving Injured Player:**

Under no circumstances will a coach carry an injured player from the field without the permission of the EMT. If a player can sit or stand and walk under their own power they should do so. **Failure to comply:** One hundred (\$100.00) dollar fine, probation and one (1) week suspension.

#### **Warm Weather Precautions:**

Teams must guard against serious heat problems. The training regimen of any team practicing under high heat and/or humidity conditions must:

- ✦ Limit or eliminate laps entirely. Not assign laps as disciplinary action.
- ✦ Schedule practices for early evening after the sun is lower
- ✦ Give players all the water they want to drink when they want it.

## RULES & REGULATIONS

### **Warm Weather Precautions ~ (cont'd):**

- ✦ All coaching staffs must keep an eye on all players and his/her fellow coaches for the slightest sign of heat exhaustion or fatigue
- ✦ A fifteen minute break is mandatory in the middle of each practice not to be counted against practice time.
- ✦ It is at the discretion of the association to cancel practices should the weather conditions be to extreme

### **Heat Stroke/Exhaustion:**

**Heat stroke** is an extreme emergency, delay can be fatal. Generally, a victim collapses with warm dry skin, indicating failure to perspire and the body temperature rises. **Treatment:** Cool the body in the most expedient way. Undress the athlete, cool with water and fan athlete to further cool him/her. Cold water or ice immersion can also be used to cool the victim of heat stroke. Obtain immediate medical care.

**Heat exhaustion:** can occur primarily due to heat stroke, producing weakness and heavy sweating, indicating a state of shock due to loss of body fluids.

**Treatment:** Place the victim in the shade, with the head level to, or lower, than the body. Give the patient plenty of water and/or electrolytes. There are a few older coaches who still give water sparingly, if at all. Give kids all they want to drink! Fluids should be readily available and participants encouraged to drink throughout practices and games.

## **Section XII Field & Markings**

### **Requirements:**

All fields will be equipped and marked in accordance with New Hampshire High School Standards.

### **The Chain Crew:**

and down marker personnel will operate on the visitor's side of the field.

### **Roping Off:**

Associations are required (in the absence of fences) to rope off the entire playing field by 10 yards or whatever is physically possible given the specific field constraints. **Failure to comply:** One hundred (\$100.00) dollar fine, each occurrence.

### **Field Inspection:**

Walk the field before every practice or game, including end zones and sideline areas. Check for obstacles, holes, nails, broken pylons and exposed underground sprinklers or excessive dips of drains. Limit sideline crowds to improve player visibility and safety!

## **Section XIII Equipment**

### **Helmet:**

Only helmets bearing the NOCSAE seal may be worn. All helmets must bear the NOCSAE approved warning label in a visible position on the outside of the helmet. (The NHYFSC prefers the lower right backside of the helmet). It is the responsibility of the local Board of Officers to see that these helmets are inspected every two years and re-certified and

## RULES & REGULATIONS

### **Helmet ~ (cont'd):**

reconditioned to meet NOCSAE standards. Warning label should be read to all players and parents by a designated board member or Head Coach. **Failure to do so** may result in a lawsuit if a player is injured.

### **Re-Certification:**

Helmets must be re-certified every two years, example: 1993 season must have been certified not earlier than 1/1/92 or a bill of sale for new helmets.

### **Chin Straps:**

(4)point chin straps must be used on all helmets in all divisions of play.

### **Cleats:**

No metal cleats are permitted. No exposed metal or metal studded cleats shall be allowed.

## **Section XIV Uniforms**

### **Adornments:**

No adornments of any kind except team logo/number, no nicknames, no items to denote a captain may be worn anywhere on the football or spirit uniform.

### **Jerseys:**

Players shall wear numbered jersey of uniform color. The numbers shall be at least six inches high on the front side and eight to ten inches high on the backside. Under no circumstances will a team change jerseys after the pre-game weigh-in has been completed. **Fine:** One hundred (\$100.00) dollars.

### **Home / Away:**

Each team must have home and away jerseys in order to be eligible for the New England regional championships. Numbers must match certified number.

### **Conflict:**

Home team is responsible to accommodate the visitor and resolve any jersey color conflict. The Home team will wear pull over target shirts or scrimmage vests to resolve the conflict.

## **Section XV National Federation Rules**

### **State Rules:**

Massachusetts and Texas are the only states that play NCAA Rules at the High School levels. When playing teams from any other state, you will be playing by National Federation Rules.

## **Section XVI Mandatory Play Rule**

### **Principle:**

The NHYFSC utilizes Mandatory Play Rule (MPR) in all divisions of play at ALL games. This rule is one of the basic principles that the NHYFSC is founded on. MPR monitors at every game including playoffs must wear MPR vests.

## RULES & REGULATIONS

### **Late Arrival:**

Any player qualifying to play in a game after the game has started "must be weighed in prior to the end of half time". That player is still required to get their allotted minimum plays.

### **Rule:**

The following shall be the Minimum Mandatory Play rule for all NHYFSC teams.

### DAY OF GAME

#### **TEAM SIZE**

#### **EACH PLAYER MUST PLAY**

31-36 players	(8) plays
25-30 players	(10) plays
19-24 players	(12) plays
13-18 players	(16) plays

- ✦ The plays must be from the line of scrimmage
- ✦ Kickoffs, extra points and free kicks shall not be used in fulfilling the MPR requirement
- ✦ A play shall not count toward fulfillment of the MPR if the play results in a penalty which causes the down to be replayed
- ✦ All players shall be provided their mandatory plays by participation in "active" plays, without the intent to minimize the action or integrity of the plays.
- ✦ Plays such as, but not limited to, having the center snap the ball to the quarterback and then the quarterback fall to the ground while substitutes are playing the other positions shall NOT be considered as active plays.
- ✦ All players shall receive their mandatory plays by the end of the third quarter or shall enter the game at the start of the fourth quarter and remain in the game until they have received their required number of plays.

### **Team Determination:**

The number of players making weight and ready to play at a game will determine roster size for the minimum number of plays required for that game.

### **Inform Players:**

Explain MPR to all players at the initial practice, stating that if a coach gets engrossed in a game and loses track of plays owed, they are to politely remind the coach of his memory lapse.

### **Inform Parents:**

Verbally, at all meetings, and by letter, advise parents of the MPR. Should a parent observe lack of plays given his/her son or daughter, he/she is to bring it to the attention of the coach after the game. If this is not addressed in the next game, parents will report the violation to the Association President.

### **Exception:**

The only exceptions to the Mandatory Play Rule (MPR) will be for injuries or for disciplinary reasons, such as, unexcused absence from practice or other local rules which have been explained in writing to all players and cheerleaders and is applied to starters as well. Any player being held out for medical or disciplinary reasons should not be weighed. Any disciplinary action which extends to two games or more will be investigated by the NHYFSC Board. This section also applies to all cheerleaders having the right to cheer at their games.

## RULES & REGULATIONS

### **Monitoring:**

Each team must provide two (2) monitors, one on each sideline at every game, to insure compliance with NHYFSC, MPR. The opposing team's monitor will record your team's MPR on your sideline with your monitor spotting for him/her and vice versa. All players shall receive their mandatory plays by the end of the 3rd quarter or they shall enter the game at the start of the 4th quarter and remain in the game until they have received their required number of plays. Once MPR requirements have been met, Team A's MPR sheets will be signed by the Head Coach of Team A and both monitors on team A's sideline. The same procedure will be used for team B's MPR sheets. A player who fails to meet his minimum play requirement is required to start the next game and play twice the required number or plays.

### **Penalty Monitoring:**

Failure to provide two monitors at each game will result in a twenty five (\$25.00) dollar fine per monitor per game.

### **Penalty MPR:**

A one hundred (\$100.00) dollar fine, probation and one game suspension for not meeting MPR rule on the first offense. Fine and suspension double on subsequent offenses.

### **Reporting:**

Each Association President is responsible for sending the signed MPR sheets to his/her Division Director within seven (7) days after the game. **Failure to comply:** twenty-five (\$25.00) dollar fine each occurrence.

## **Section XVII Scoring Value**

### GAME SCORING VALUES

A) Touchdown	(6) points
B) Field Goal	(3) points
C) Safety (Awarded to opponent)	(2) points
D) Kick (Point after touchdown)	(2) points
E) Rush or Pass (Point after touchdown)	(1) point
F) Forfeit (Offended team wins by)	(1) point

### **Point After Touchdown Attempt:**

**(kick) NHYFSC strives to develop the kicking game in all divisions and awards two (2) points for successful conversions of the kick.**

## **Section XVIII Game Officials**

### **STAFFING:**

All officials shall come through the NHYFSC-HLA system. The following is a chart for the number of officials per division of play:

A) Midget "A" Game	(3) officials
B) Jr. Midget "B" Game	(3) officials
C) Pee Wee "C" Game	(3) officials
D) Jr. Pee Wee "D" Game	(3) officials
E) Mitey Mite "E" Game	(2) Apprentice

### **Exception:**

In the Jr. Pee Wee, Pee Wee, Jr. Midget & Midget Divisions at least two referees must be present for an official game. One must be board certified. Under no conditions is a game to be played with less than (2) officials.

## **RULES & REGULATIONS**

### **Payment:**

Only the Officials who show up at the Field to do a game will be paid their fee (current season pricing to prevail) split by each team. There will be absolutely no splitting of an absent official's fee with the other two game officials. Officials are to be paid on the day of the contest, if a problem arises they must be paid by the following Wednesday. **Failure to comply:** One hundred (\$100.00) dollar fine.

### **Playoff:**

The NHYFSC will use four officials in all NHYFSC playoff games.

### **N.E. Regional Playoffs:**

The New England Regional Playoffs will use four officials in all divisions except the Midget (A) Division in which case there will be five game officials.

## **Section XIX Lopsided Scores**

### **Slaughter Rule:**

When a team goes up by 28 points the following must occur.

### **Tone it Down:**

When the score becomes lopsided, tone it down, horns, sirens, and other noisemakers will cease to exist. Coaches should not stop coaching, but criticism and praise should be muted and restricted to the sidelines.

### **Mid Field Conference:**

When the point differential hits 28 points:

Both the winning and losing team must continue the game and abide by these rules.

1. When the score reaches the point differential of 28 points a mandatory midfield conference will be held, including both Head coaches and the Head official. At this time, quickly go over the slaughter rules.
2. The score is recorded and this will be the final score of the game.
3. The game clock will become a running clock, and will continue to run. The only time the game clock will stop is in the event of an injury time out, or the game officials ask to stop the clock due to rules or regulation questions.
4. All players that have not completed their MPR's for either team, will enter the game and will not be removed until they are complete (Offense, Defense and Special Teams), no exceptions.
5. There will be no Defensive Blitzing.
6. The ball will stay on the ground, there will be no passing, no pitches, no laterals, no designer plays.
7. If the ball is turned over on a fumble the play will be whistled dead and offense will take over. There will be no defensive scoring.

**Protests:** If at the end of a game there is a point differential of 28 points, which constitutes a lopsided score, one of the following will apply:

## **RULES & REGULATIONS**

### **Mid Field Conference ~ (cont'd):**

1. **Agreement by both Teams:** If both teams agree that all steps were taken to prevent the lopsided score from occurring, the matter will be closed. No hearing will be required. The MPR sheet and lopsided questionnaire will be mailed to the Director within 7 days.
2. **Disagreement by either Team:** A hearing will be held by the review board on the Monday evening following the game if either team believes the opponent intentionally ran up the score or did not follow the outline set forth in the NHYFSC Constitution when the score reached the point differential, trying to prevent a lopsided score. MPR sheet and lopsided questionnaire must be brought and turned in to the review board.

**Violations:** NHYFSC philosophy is to refrain from humiliating a weak opponent. **Penalty for failure to comply:** \$100. fine, probation and one week suspension on first offense. Fine and suspension double with subsequent offenses.

## **Section XX Mitey Mites**

### **Coaching:**

Only one (1) coach is allowed on the field during play. The field coach must be 10 yards behind the line of scrimmage. One (1) additional coach may enter the field during a time-out. The on-field coach MAY NOT reset the defense or offense once either alignment has been set. Coaching must be done prior to play—NOT DURING.

**Penalty:** 1st warning, 2nd 5 yards, 3rd and any subsequent 15 yards.

### **Rushing:**

No rushing of Punts, Free Kicks, Field Goals or an Extra Point Kick. EVEN if the snap is a fumble. After the kick, players may block.

### **Blocking on center:**

The center may not be immediately hit upon snapping the ball. He must be given the opportunity to regain his footing.

### **Blitzing:**

Is NOT allowed on any play. Blitzing is defined as:

Any movement towards the line of scrimmage, by a defensive player prior to the snap of the ball; Any player on the line, except the Defensive Ends, in a two point stance (standing) who shoots the gap as the ball is snapped; Any Line Backer in a two point stance closer than 3 yards from the line of scrimmage who shoots the gap as the ball is snapped. After the play has developed, anyone can rush.

### **Officials:**

At the start of the game, you may want to have the official on the line and the other as an umpire 3 yards behind the line to help cover this.

### **Penalties for Blocking on Center and Blitzing:**

First time warning, 2nd 5 yards, and 15 yards for 3rd violation and on. The 15 yard penalty will be charge to the on-field coach. Two 15 yard penalties on any coach and he is gone for the game.

## **RULES & REGULATIONS**

### **Time of quarters:**

Four ten minute quarters. A Mitey-Mite game should not be cut short in order to keep the day "on Schedule".

### **Scores:**

Scores will only be posted as wins or losses on websites and in newspapers. If your field has a scoreboard you can display scores during the game.

### **Football:**

A "K-2" size ball is allowed for Mitey-Mite level or any ball allowed for use at the JPW level. Each team may use the ball to which they are accustomed. This may result in two different sizes being used in a game.

### **Age requirements:**

Ages 7, 8 and 9 will be permitted.

### **Games:**

Mitey-Mite games may be played on a different day if it is more convenient.

### **Section XXI Length of Season**

#### **Maximum:**

Per National Rule Book. Any abuse of the maximum number of contests allowed will result in a one hundred (\$100.00) dollar fine, probation and one week suspension.

#### **Exception:**

The national championship game will not be counted toward the total number of allowable games.

### **Section XXII Post Season Bowl Games**

#### **Birth Certificates:**

Teams advancing to regional or national competition (players/cheerleaders) must supply original birth certificates.

#### **Weigh In Method:**

The New England play-offs and the National games will be strip weigh-ins, (in gym shorts) no exceptions. When playing a post season bowl game, the host site governs the weigh-in method used by their HLA.

#### **Fees and Fines:**

No team will be allowed to advance to playoffs, post season play or championships unless all fees and fines have been paid.

#### **Spirit Requirement:**

No team will be considered for post season play unless they intend to involve their cheerleaders.

## **RULES & REGULATIONS**

### **Section XXIII Playoffs**

#### **Qualifications:**

The top six (6) teams from each division will advance to playoffs based on overall record for the current season.

\*\*Games played out of division do not count toward a team's record.

✦ The Conference Winner from Conference A & B automatically advance to semi-final round and receive a bye from Wildcard round.

✦ The second place teams from each conference automatically advance to wildcard round.

✦ The two remaining teams with the best records advance to wildcard round, regardless of what conference.

If less than 6 teams are in Division the wildcard round is skipped and the top two from each conference advance to the semi-final round. The Division 1 Conference A 1st place team would play the Division 1 Conference A 2nd place team in semi finals. The Division 1 Conference B 1st place team would play the Division 1 Conference B 2nd place team in semi-finals. This would work the same for any Division 2 levels with less than 6 teams.

#### **Tiebreaker- Used to select 6 teams to playoffs:**

(If there is a tie for teams qualifying for 6 playoff spots available)

If there are more than 2 teams that are tied the tiebreaker should be used from Ruling#1 down, never re-starting at previous ruling after one of the teams is eliminated.

1. Head to head
2. In Conference record
3. Win percentage against Common Opponents
4. Best record percentage of opponents defeated.
5. Ten yard playoff game.

NOTE: Rulings are listed by rank, i.e. Ruling #1 had precedence over Ruling #2, etc. \*\*\*See tiebreaker descriptions.

### **Wildcard Playoff Round:**

#### **Wildcard Games on Wednesday & Thursday**

✦ The four teams in wildcard round include 2nd place conference A winner and 2nd place Conference B winner. Also included are the 2 remaining teams with the best records, regardless of what conference.

✦ Wildcard games will take place on the Wednesday and Thursday evening following the last regular season game. Four sites will host 2 games, each on Wednesday, JPW and JM and Thursday, PW and Mid at 6PM and 8PM. Sites to be bid preseason (Youngest players play first.) This mid-week game will count as a practice session, therefore, a team would be limited to two additional practices not to exceed two hours each in that same week.

✦ The four teams in the wildcard round are ranked based on win/lose record and wildcard tie-breaking rules. Wild card round Team 1 vs 4, Team 2 vs 3.

## **RULES & REGULATIONS**

### **Wild Card Tiebreaker- Used to help rank wildcard teams if they have same win/loss record**

If there are more than 2 teams that are tied the tiebreaker should be used from Ruling#1 down, never re-starting at previous ruling after one of the teams is eliminated.

1. Head to head
2. In Conference Record
3. Win percentage against Common Opponents
4. Best record percentage of opponents defeated.
5. Coin Flip

**NOTE: Rulings are listed by rank, i.e. Ruling #1 had precedence over Ruling #2, etc.\*See tiebreaker descriptions.**

### **Semi Final Playoff Round:**

Semi-Final rounds will be held the following Sunday after the last regular season game for both divisions. The Semi-Finals will be held at two sites simultaneously (to avoid scouting) JP, PW, JM, Mid. Locations will be determined by: 1) association with the most teams competing, and 2) proximity to playing field. The team advancing from the wildcard round with the best record plays the conference winner with the 2nd place record. The team advancing from the wildcard round with 2nd best record plays the conference winner with 1st place record.

### **Conference Winner Tiebreaker for Semi-Final Round**

Used to help rank 2 conference winners if same win / loss record. If there is a tie between 2 conference winners advancing to semi finals, the tiebreaker should be used from Ruling #1 down, never re-starting at first ruling after one of the teams is eliminated.

1. Head to head
2. In Conference Record
3. Win percentage against Common Opponents
4. Best record percentage of opponents defeated.
5. Coin Flip

### **State Championships:**

Surviving teams of the Semi Final Round will meet the following Sunday for the state championship game for both Div. 1 and Div. 2.

### **Tiebreaker Description**

#### **Head to Head:**

The winner of the regular season game(s) between teams tied at the end of the season will be awarded the higher position

#### **In Conference Record:**

The team with the best in conference record will be awarded the higher position.

#### **Win Percentage Against Common Opponents:**

The higher position will be awarded to the team having the best record when comparing an equal number of games against common opponents

## **RULES & REGULATIONS**

### **Best Record Percentage of Opponents Defeated:**

Determine the best record percentage of all opponents that were defeated. The team with the better percentage of opponents defeated wins this tiebreaker

### **10 Yard Playoff Game:**

If a tie exist when reaching this ruling between two or more teams, it will be broken by the 10 yard line overtime procedure. A neutral field will be chosen, four board certified officials will be present. If more than two teams are involved, a coin toss will determine the first two participants. After a ten minute break the winner will then repeat the procedure with the third participant. The tie breaker is considered a practice session, therefore, a team would be limited to two (2) additional practices not to exceed two (2) hours in that same week.

### **Coin Toss:**

A coin will be tossed to settle.

### **Section XXIV AWARDS**

The NHYFSC will make awards in accordance with the following guidelines:

#### **Division Trophy:**

Will be awarded to the first place team in each division at each level of play (JP, PW, JM, M) at the end of the regular season.

#### **State Championship Trophy:**

Will be awarded to the winner of the State Championship game in each division in each level of play (JP, PW, JM, M).

#### **State Championship Runner-up Trophy:**

Will be awarded to the runner up in each division in each level of play (JP, PW, JM, M).

### **Section XXV Regional/National Championship Eligibility**

- ✦ Must be declared State Champion
- ✦ Must submit certified roster with Regional/National by specified date.
- ✦ It is highly recommended that football teams competing be accompanied by the corresponding spirit squads at all games except when the regional/national cheer competition is being held the same time
- ✦ All teams must travel with a copy of the certified roster, league registration forms with photo identification, and all required paperwork.
- ✦ An absentee form for any participant certified on the roster not in attendance.

### **Section XXVI Common & Prior Requirements for Hosting an NHYFSC Event**

#### **Playoff Bids:**

Wildcard and Semi-final rounds will be bid prior to the start of the season.

## **RULES & REGULATIONS**

### **State Championship Game:**

Will be a NHYFSC event. It will be played at a predetermined site of the highest standards. This will not be a bid site. The Executive Board will make the final choice based on the recommendations of the committee.

### **HLA Sponsored:**

The NHYFSC will provide the game officials, four (4) per game and conduct all weigh-ins. NHYFSC personnel will supervise all mandatory play functions.

### **Admission:**

A. Not to exceed a prevailing rate per adult (Children 15 and under \$1.00) for indoor events will be charged by the NHYFSC.

B. Not to exceed a prevailing rate per adult (children 15 and under free) for any outdoor event unless a special vote by the membership is taken.

### **Weigh-In:**

Weigh ins will be conducted by HLA officials 1 hour prior to scheduled game time.

### **Home Field:**

Home/Away sidelines will be determined by Highest Seed. High seed will be the Home team.

### **Chain Crew:**

Chain crew will be provided by host program in all games and will operate on the visitors sideline.

### **Concession:**

All hosting teams that do not have a concession stand will split the gate after expenses (i.e. refs, EMT, etc.) 50/50. After all playoff income and expenses are calculated, 50% of the net income will be split between playoff game hosts except those above (w/o concessions). The split would be on a percentage basis determined by dividing the number of games hosted by the number of games played.

### **Financial:**

Host programs are entitled to the entire concession proceeds. The HLA is entitled to all admission proceeds. The HLA will pay for medical personnel, judges, referees, and footballs and awards. The Host program must pay any local fees that might be required. (police etc.)

### **Endorsements:**

Host programs may use the NHYFSC and current National Affiliate name for concession items (T-shirts) and publicity. Host programs must not use any NHYFSC event to promote any company or product that is not concession related.

## **RULES & REGULATIONS**

### **Section XXVII Spirit Competition Requirements**

The competition is an NHYFSC event. The following requirements will be met and supplied by the HLA.

- ✦ Facility with a capacity of at least 7,000 persons.
- ✦ Judges as necessary to achieve continuous flow
- ✦ Runners, timers and tally people, as necessary (i.e. 2-music timers & 2-overall timers)
- ✦ Certified EMT specifically for participants
- ✦ Designated seating on competition floor for coaches.
- ✦ I. D. passes for judges, coaches, volunteers and HLA officials.
- ✦ Security as necessary
- ✦ Matted performance area 42' x 42' or as stated in the National Rule Book
- ✦ Matted warm up area (if available)
- ✦ Public address system, announcer, tape/CD player
- ✦ Stop watches, supplies and calculators as needed
- ✦ National Anthem & American Flag (if necessary)

### **Section XXVIII Spirit Competition Warm-Up Rules**

#### **Warm-Up:**

You may tumble and mount in the designated area only. If caught mounting outside of the designated warm-up area a five (5) point deduction will be assessed. Your team will be notified before entering the competition area.

### **Section XXIV Spirit Competition Guidelines**

#### **Procedure:**

Mitey-Mites may perform an exhibition only. Mascots may perform the pledge of allegiance. Tickets will be pre-sold. Fans must abide by facility rules regarding air horns, banners, camera's, food, beverages, etc. Doors will not open until program is ready to start.

#### **Position:**

Each squad will draw for performance position. Starting positions cannot be swapped with another team.

#### **Audio:**

Every person who is responsible for music should meet with the audio tech before the start of the competition to review the equipment guidelines. Music is the sole responsibility of each individual squad and/or coach. Any restarts or second opportunities for CD or tape failure will be at the discretion of the HLA Coordinator.

#### **Routine Defined:**

Cheerleading by its nature is subjective, therefore, rules regarding particular "moves" are subject to interpretation. Be careful not to incorporate "questionable moves" into your routine. When you ask an HLA official whether or not a particular move is "legal", keep in mind that they are giving you their personal interpretation or opinion of the written rule. A judge at a competition may have a different interpretation or opinion of that same rule, not unlike a judgment call by a referee in a football game. If it is not crystal clear to "you" whether you are in compliance or not, play it safe, do not use it. Remember a simple routine performed perfectly is always preferable to a difficult routine performed imperfectly.

## **RULES & REGULATIONS**

### **Coaches:**

Coaches must occupy the designated coaches box prior to their teams entrance and remain there while their squads performance is complete. No coaching, dancing, clapping, during the performance. Exit the box immediately upon completion. **Penalty for failure to comply:** Ten (10) point deduction.

### **Injury:**

If an injury occurs during the routine the EMT will automatically respond. If the participant is unable to immediately recover the squad will re-group in warm-up area and will perform in last position.

### **Awards:**

Will be presented after each performing session. (generally a morning session and an afternoon session.) (See By-laws, Article XII - Spirit Trophies)

### **Mascots:**

The use of mascots prohibited during routine. Mascots may accompany the performing team and sit with coaches in the designated area.

**APPENDIX**

**BOUNDARIES:**

- Amherst Patriots:** Amherst, Brookline, Hollis, Mt. Vernon
- Bedford Jaguars:** Bedford
- Concord Capitols:** Concord, Bow, Chichester, Boscawen
- Derry Demons:** Derry
- Franklin Falcons:** Franklin, Sanborton, Andover, Hill, Salisbury, Northfield, Tilton, Danbury, Winnisquam
- Goffstown Screamin Eagles:** Goffstown, Pinardville, Dunbarton, Weare, New Boston, (Villa Agustina School)
- Hudson-Litchfield Bears:** Hudson, Litchfield
- John Stark Generals:** Weare
- Keene Knights:** Keene, Monadnock High School Area
- Kingswood Lancers:** Gov. Wentworth Regional Area
- Laconia Chiefs:** Laconia, Gilford, Meredith, Belmont, Gilmanton
- Lawrence MA ~ Mill City Jr. Maulers ~ Northern MA Area**
- Londonderry Wildcats:** Londonderry
- Manchester East Cobras:** Beech, McDonough, Smyth, Webster, Wilson, Hillside Middle School
- Manchester South Sabres:** Bakersville, Hallsville, Highland/Goff's Falls, Jewett, Southside Middle School
- Manchester West Raiders:** City of Manchester (West of Merrimack River)
- Merrimack Cardinals:** Merrimack
- Milford Mustangs:** Milford, Lyndeboro, Wilton
- Monadnock Mountaineers:** Mascenic, Conant, and Con-Val School Districts, Greenville, Hillsboro
- Nashua Elks Crusaders:** Nashua High South
- Nashua PAL Force:** Nashua High North
- Nor-Rock Vikings:** Brentwood, Danville, Deerfield, East Kingston, Epping, Exeter, Fremont, Kingston, Lee, Newton, Northwood, Nottingham, Raymond, Sandown
- North Country Wolf Pack:** Littleton, Lancaster & surrounding towns
- Pelham / Windham Razorbacks:** Pelham, Windham
- Plymouth Huskies:** Plymouth and surrounding area
- Salem Rams:** Salem
- Seacoast Titans:** Dover, Durham, Madbury, Newmarket, Rochester, Somersworth, (Bordering Maine Comm.)
- Youngsville Hawks:** Green Acres, Weston, McLaughlin Middle School, Auburn, PAL program.

**Open Territory**

**Any town not listed is considered open territory. Any association whose boundary abuts an open territory may recruit players from that same area. Players or cheerleaders who reside in open territory may choose the most convenient program. However, once certified on a particular association's roster, they must continue in the same program year to year and may not switch. Associations are obligated to inform parents of candidates who reside in an open area that they have a choice. Failure to do so could result in a player or cheerleader being released to an abutting association.**

**TEAM COLORS**

Amherst Patriots.....	Blue/Gray
Bedford Jaguars.....	Teal/Black/Gold
Derry Demons.....	Black/White/Red/Silver
Concord Capitols.....	Red/White
Franklin Falcons.....	Blue/Gold
Goffstown Screamin Eagles.....	Blue/Black/White
Hudson Bears.....	Blue/White
Keene Knights.....	Black/Orange
John Stark Generals.....	Red/Blue/White
Kingswood Lancers.....	Green/White
Laconia Chiefs.....	Red/White
Lawrence MA ~ Mill City Jr. Maulers .....	Navy/Silver
Londonderry Wildcats.....	Royal Blue/Black/White
Manchester East Cobras.....	Navy/Green/White
Manchester South Sabres.....	Maroon/Gold/White
Manchester West Raiders .....	Black/Silver/White
Milford Mustangs.....	Navy Blue/Orange/White
Merrimack Cardinals.....	Red/White
Monadnock Mountaineers .....	Navy/Gold
Nashua Elks Crusaders.....	Purple/White
Nashua PAL Force.....	Navy/Light Blue/White
NorRock Vikings.....	Navy/Orange/White
North Country Wolf Pack.....	Purple/White
Pelham-Windham Razorbacks .....	Green/Gold
Plymouth Huskies.....	Blue/White
Salem Rams .....	Black/Gold/White
Seacoast Titans .....	Navy/Grey/White
Youngsville Hawks.....	Royal/Grey/White