



Charlotte Warriors 2012 Standard Operating Procedures

Charlotte Warriors



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Definitions

Definitions as used in these By-Laws, as part of the Charlotte Warriors Pop Warner Youth Football & Cheer Program.

“Association” – means Charlotte Warriors Pop Warner Youth Football & Cheer Program.

“Board of Directors” – means Charlotte Warriors Pop Warner Youth Football & Cheer Program Board of Directors.

“Conference” – means Peace River Conference.

“HLA” – means the Highest League Authority.

“MEMBERS” - means having membership in accordance with the provisions of the by-laws.

“Nationals” – means National Pop Warner.

“Organization” – means Charlotte Warriors Pop Warner Youth Football & Cheer Program.

“PRC” – means Peace River Conference.

Charlotte Warriors



Introduction

Mailing Address

P. O. Box 512553
Punta Gorda, FL 33951-2553

County Address

6905 Florida Street
Punta Gorda, FL 33950

Physical Address

2272 Carmalita St
Punta Gorda, FL 33950

Purpose

The purpose of the Charlotte Warriors Pop Warner Youth Football and Cheer Program is to teach fundamental values and skills that children will use throughout their lives; by promoting academic excellence, good sportsmanship, fair play, teamwork, respect for authority, and physical fitness. It is the goal of the Charlotte Warriors to ensure that all of the children will have fun, learn correct football and cheerleading techniques and strategies in a safe, structured, and monitored environment.

Governing Rules

The Charlotte Warriors Pop Warner Youth Football and Cheer Program are under the jurisdiction of the Peace River Football Conference. All members of the Charlotte Warriors will abide by not only the rules set forth by the Charlotte Warriors Pop Warner Youth Football and Cheer Program but also the rules of the Peace River Conference and National Pop Warner.

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Registration

Registration fee are \$200.00 per child.

A sibling discount is offered.

Multiple fundraising and sponsorship options are available. Information will be available at registration.

The following is required at registration:

- A. Current and Completed Player Contract Form
- B. Current and Complete Medical/Physical Form
- C. 2" x 2" Head Shot of Participant
- D. Full Report Card for the Previous Academic Year - when available
- E. Waiver - if applicable

All paperwork and monies will be due no later than the second Friday in July. If all paperwork and monies are not turned by this date, then the participant will be put on a waiting list. A participant currently on the waiting list, that has fulfilled his obligations, will be placed on the roster.

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Team Sizes

The Charlotte Warrior football program will be accepting registration for thirty-five (35) participants., however only twenty-eight (28) will be rostered and permitted to play.

The participants that register as number twenty-nine (29) thru thirty-five (35) will be placed on a waiting list.

Participants can be called from the waiting when a position becomes available for one the following reasons, this list is not all inclusive:

- A. Another participant drops
- B. Another participant is moved to another level with in the program
- C. Another participant has not meet his paperwork/financial requirements by the second Friday in July

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Refunds

No registration fee shall be issued without completing the proper refund request form. This form is available on line at www.charlottewarriors.com or copy can be requested from the treasurer.

The refund request form must be signed by the person(s) requesting the refund, the equipment manager, and the treasurer before a refund will be issued.

No refund will be issued for any player which drops from the Charlotte Warrior program after Jamboree.

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Refund Request Form

Your Name _____

Phone # _____

E-mail _____

Participants Name _____

Team Name _____

Date of Request _____

Date Equipment was Returned _____

Signature _____ Today's Date _____

Person(s) Requesting Refund

Signature _____ Today's Date _____

Equipment Manager

Signature _____ Today's Date _____

Treasurer

Date Refund Issued _____

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Scholarships

The Peace River Conference shall offer each year 2 - \$1,000.00 and 2 - \$500.00 scholarship in both football and spirit Little Scholar All Americans.

The Scholastics Coordinator shall submit to the Executive Board a list of qualified candidates from the Peace River Conference Little Scholars All Americans list to be considered for scholarships. The Executive Board shall select one scholar, each from football and spirit to be the top scholars for the \$1,000.00 awards. The Executive Committee shall also select one scholar each from football and spirit for the \$500.00 awards.

Associations may request that any of the four scholarship awards be given as “memorial awards” in the name of the Association or a participant from said Association. Memorial Awards must be funded entirely by the sponsoring Association or in combinations with other Associations or outside funding. The following is a list of funded scholarships:

Football:

\$1,000.00: The Kyle Barna Memorial Scholarship (sponsored by Englewood)

\$ 500.00:

Spirit:

\$1,000.00:

\$ 500.00:

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Middlebrook Award

In memory of and in tribute to John Middlebrook, the “John C. Middlebrook Volunteer Service Award” shall be established. This award shall be presented to the person(s) who have given unselfishly of his/her time and talent to the betterment of the association. The person(s) receiving this award cannot be currently rostered as a player or cheerleader within this organization. This award shall be presented to the person(s) who have been selected by the governing board. The recipient of this award is to have free admission to all home games for life.

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Steve Lowe Youth Volunteer Award

In memory of and in tribute to Steve Lowe, the “Steve Lowe Youth Volunteer Award” shall be established. This award is to be presented to the youth(s) that have given unselfishly of his/her time and talent to the betterment of this association. The person(s) receiving this award cannot be currently rostered as a player or cheerleader within this organization. This award shall be presented to the person(s) who have been selected by the governing board.

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Volunteer Hours

Any parent or guardian of a participant in the Charlotte Warrior program must commit to volunteering for a minimum of four (4) hours on game day.

Each parent or guardian must schedule their volunteer time with their “Team Mom”.

Each parent or guardian must sign a volunteer “Sign In” sheet verifying the date and times they volunteered.

Any parent or guardian that has not logged any volunteer hours at the end of the season will cause their child to be classified as a “Non-Returning” player for the next season. By being classified as a “Non-Returning” player, the participant will not be allowed to benefit from “Exclusive Sign Ups”.

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Equipment

All necessary equipment will be handed out to each participant prior to August 1st.

A signed receipt will be issued to participant and/or parent upon issuance of equipment.

All participants will be provided the necessary practice and game equipment. This excludes cleats, practice shoes, hair bows, and the like.

Any equipment damaged, lost, and/or stolen is the participants responsibility and will only be replaced through the participant purchasing the necessary equipment from the equipment manager and/or assistant.

All equipment will be returned to the equipment manager and/or assistant at the end of the participants last football or cheer events.

A signed receipt will be issued to participant and/or parent upon return of equipment.

Football helmets shall be inspected to ensure that each helmet meets manufacturing standards and must display the NOCSE seal and the current NOCSE dated warning label as per the National Rule Book and the Pop Warner Administrative Manual.

All equipment will meet standards of safety.

Any proposed team name or color change must be submitted to and approved by a majority vote of the PRC.

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Background Checks

All Association officers, directors, coaches, committee members and approved volunteers will complete a National Pop Warner Volunteer Application and submit to a background check on a yearly basis as mandated by National Pop Warner Rules. Any individual that is coming in close contact with the children must have a background check. It is understood that certain municipalities (counties or cities) may have more stringent requirements for individuals volunteering to work with the program, we will comply with their requirements and Pop Warners requirements.

All Volunteer Applications must be submitted to the HLA for processing. After an applicant has been screened, the Associations President and/or Vice President will be notified of anyone who has a questionable mark as a result of their background check. The volunteer may then appeal to the HLA to be reconsidered. Appeals and possible reinstatement to the program shall include but not be limited to:

- a. Length of time since last offense
- b. Severity of offense
- c. Number and type of offense
- d. Age at time of offense

Minimum criteria for removal as set by Region: Any person found guilty, including a nolo contendere plea, of any of the following offenses, but not limited to, shall be removed from the program:

- a. Any offense involving violence, including domestic violence
- b. Any offense against a minor
- c. Any sexual offense
- d. Any offense involving drugs

PRC requires that background checks go back no less than five (5) years and if there is any conviction and/or guilty plea pertaining to, but not limited to abuse, violence, drug use/sales and any violation of children, these persons shall be excluded from coaching/volunteering in the association until such time as they have their appeal.

Volunteers that have been removed should not be considered eligible for consideration for reinstatement unless the sentence for the latest offense was completed five (5) years or longer prior to the date of application for reinstatement.

Sexual offenses and offenses against minors will in nearly all cases be grounds for permanent removal.

The HLA shall keep volunteer applications and background check logs as required by the Southeast Region and National Pop Warner. Signed Background check affidavits from all Associations must be submitted to HLA prior to August 1.

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Certification of Books

The HLA will set the certification date prior to the Jamborees and shall determine the certification process.

Certification of books must contain:

- A. Completed Hard Card
- B. Proof of age by a certified birth certificate, passport, military ID card, certified certificates or wallet-size issued by a state or commonwealth. (Authenticity of a copy of the aforementioned is the Association's Administrative responsibility and will have its schedule forfeited should fraudulent application be determined). Birth Certificates must have the original official stamp of PRC.
- C. Completed official Pop Warner National Physical/Medical History Form.
- D. Completed Regional and National mandated registration forms with participant and parental consent.
- E. Proof of scholastic eligibility by a full year report card of the registration year or a completed alternative scholastic eligibility forms. In case of any doubt/conflict, provide supporting documents of summer school report cards. Failure to submit scholastic proof of eligibility at the time of registration will result in being ineligible to participate.
- F. Current photograph to be at least a 2" x 2". Picture is to be a full face on picture. No hats on the participant, and there is to be no one else in the photograph.
- G. Releases/Waivers when applicable. Participants are allowed one change in Association. After that, there must be a physical move or the player must go back to their home association to play. All waivers need to be signed by the Conference President.
- H. Books are to be placed in numerical order with older/lighter players first followed by regular weight in number order. (Dividers should be placed between older/lighters and regular weight players).
- I. Any Association that does not have all of their football and spirit books in order by the appointed Conference Book Check shall be fined \$1,000.00. Incomplete books that have been corrected must re-submit their books at their respective Jamboree. Any Association that submits incomplete books at the Jamboree will be barred from participation in the Jamboree and be fined \$1,000.00. Following the Jamboree, any association that has not had their books certified prior to the first game of the season will be fined \$1,000.00 per week that the books remained uncertified (this does not include additions). No Association will be permitted to participate in the regular season opening game without all of their football and cheer books certified by the HLA.

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Waivers

Waivers shall only be granted upon a written application executed and verified by both Presidents' of the Associations involved and approved by the Conference President, attesting that the waiver sought is based upon good cause and can be shown to be in the best interest of Pop Warner players and spirit participants assuring their safety.

All previous waivers are grandfathered in to current organization. A participant is granted only one waiver and has the only option to return to their home association once. Only extenuating circumstances will be reviewed by the HLA and Associations involved for approval.

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Rosters

All players for each division of play shall be placed on an approved PRC/Pop Warner Roster, MPR sheet and registration form. As per Southeast Region Rules, the following has been mandated for all rosters.

Players shall be listed in the following manner:

- A. Football shall place Older/Lighters first in numerical jersey order, followed by regular weight players in numerical jersey order.
- B. Spirit rosters shall be in alphabetical order only as older/lighter does not apply.
- C. All players and spirit participants must show on the roster: name, address, city, state, zip code, birth date, phone number and scholastic eligibility indicated by an "R" or "O". Football players must also list weight and jersey number, and to mark older/lighters.
- D. When a participant is added to the roster after being approved, notification of such is to be sent to the Conference Registrar.
- E. When a participant is dropped from a roster a "D" is placed to the side of their name and notification is sent to the Conference Registrar.
- F. Any player or spirit participant listed on the roster that does not have a proper Peace River Conference release, signed by all authorized representatives shall be considered an illegal participant.
- G. The Conference Registrar shall maintain football and Spirit rosters for all teams.

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Practice Schedule

No participant shall take the field for practice until all of their official paperwork is in the Roster Book. THERE WILL BE NO EXCEPTIONS!

As outlined in the National Rule Book, Pages 16 and 17, Article 15.

Warm weather precautions: See current National Rule Book, Page 33, Rule 26, S2.

Beginning with game 2 and following throughout the year, the official player's maximum weight shall be increased by one (1) pound per week. Minimum weight stays the same throughout the year. See below: *SUBJECT TO CHANGE BY NATIONALS ANNUALLY.

<u>WEEK</u>	<u>POUNDS</u>
ONE	0 (Jamboree and week one are same weight)
TWO	1
THREE	2
FOUR	3
FIVE	4
SIX	5
SEVEN	6
EIGHT	7
NINE	8
TEN	9

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Mandatory Play Rule (MPR)

The Pop Warner National MPR policy shall be in effect for all regular season and post season games.

PRC shall require specific MPR for all Tiny Mite Games. Game results, however, shall not be recorded. Tiny Mite MPR's need to be faxed to the PRC Vice President the Monday following the contest by noon.

The HLA will provide the approved MPR sheet, which shall be used by all of the Associations' teams. Minimum plays will be in accordance with National rules.

It is the responsibility of the Head Football Coach to see that the MPR sheet is properly maintained in accordance with PRC, Southeast Region and National rules. The Opposing teams must send a person to each other's sidelines to monitor the respective MPR sheets. The opposing teams MPR monitor will not count against a team's maximum number of sideline personnel. Peace River Conference MPR sheets must be signed by each MPR monitor. Failure to comply will result in a \$100.00 fine and a one game suspension of the Head Coach.

The Conference Vice President shall receive and retain in the files the weekly mandatory play sheets. The Conference President shall investigate weekly any lopsided scores of games as per Pop Warner and PRC guidelines. Any such findings will be reviewed with the Vice-President with recommendation of sanctions if any are required.

MPR sheets must be submitted by the to the Conference Vice President by Noon the Monday following the game. Failure to have the MPR properly signed and faxed by the Monday deadline will result in the following to the Association:

- A. First (1st) offense will be a \$100.00 fine.
- B. Second (2nd) offense will be a \$250.00 fine and one (1) game suspension of the Head Coach.
- C. Third (3rd) offense or more will result in a \$500.00 fine, suspension of the head coach for the remainder of the season and disqualification from post season play.

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Mandatory Play Rule (MPR) - Continued

MPR violations:

- A. First violation - a one hundred (100) dollar Association fine and a seven (7) day suspension of the Head Coach. Upon investigation, if it is found that the coach intentionally or through gross negligence failed to comply with the National procedure, penalty may be upgraded to a two (2) game suspension, \$250.00 fine and forfeiture of the game. Suspension will begin from the time notification is received from the HLA President or his/her designee. Players not receiving their minimum plays will receive double the number of mandatory plays at the next scheduled game. Failure to comply will be deemed a second violation and will result in immediate dismissal of the Head Coach for the remainder of the season, and possible forfeiture of game. Suspension is defined as no physical or verbal contact with the team at either practice or game. Bye-weeks will not count. It will include one game.
- B. Second Violation - a five hundred dollar (\$500.00) Association fine and dismissal of the head coach for the remainder of the season, and possible forfeiture of the game. MPR rules violations are not subject to protests. It is the responsibility of the head coach to read and understand these rules.
- C. Failure to adhere to MPR requirements will result in forfeit in addition to the enforcement policies outlined in subsections a & b as per National Pop Warner Little Scholars Rules.

Lopsided Score Rule Violations:

- A. 1st Offense: Written citation to the offending head coach and Association.
- B. 2nd Offense: One (1) game suspension for the offending Head Coach and a \$250.00 fine to the Association.
- C. 3rd Offense: Offending Head Coach is suspended for remainder of the season, including any and all post season play and a \$500.00 fine to the Association.

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Weigh - In Policy

Book Checks:

In accordance with Regional policy, only weights that have been stamped with the appropriate Conference issued stamp will be considered officially certified. Spirit books must be stamped with a Conference approved stamp indicating the participant was present at the game. The home Cheer Coordinator can get with the visiting counterpart and decide when is best time to stamp books, i.e., beginning of game, half-time, etc.

The Weigh Master:

- A. Each Association shall have at least one certified weigh master.
- B. No rostered Coach that holds a Coaching title will be eligible to weigh in the team he is rostered with.
- C. The only personnel allowed in the weigh-in area are the Weigh Master and one Assistant Weigh Master along with HLA and /or Regional staff when available and the Head Coaches of the competing teams or their designee.
- D. Southeast Region has ruled that the MPR sheets will be used for weigh-in along with your books. All roster books must contain a current National roster, sign up forms, signed medical history forms, original physical exams, a current picture, birth certificates, and scholastic fitness shall be made available for the opposing team's inspection. The Weigh Master is responsible for checking books for scholastic eligibility paperwork and to make sure a satisfactory progress report has been certified by HLA is in book. The Weigh Master shall be the final judge of player eligibility. If the player does not have a satisfactory progress report, then that player shall not play. If he plays, he will be considered an ineligible participant and will put that team at risk of any play-offs. Each participants weekly weight must be wrote in by the weighmaster and in the box along with the Association stamp.
- E. THERE WILL BE NO DEALS between the Weigh Masters and coaches, or between the coaches. Decision of the Weigh Master is final. The Pop Warner rule for weigh-ins will be strictly enforced. Any Weigh Master or head coach that allows an ineligible player to play, the Associations involved shall each be fined \$500.00.
- F. All books and rosters as well as the digital readouts of the scales must be visible to all coaches and attending HLA or Region Staff during the weigh ins.

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Weigh - In Procedures

All players from the Mighty Mite to the Midget level must weigh-in at the official weigh-in without equipment (game jersey and athletic shorts only. No jean shorts will be allowed).

Tiny Mites will weigh-in in game jersey without shoulder pads and helmets. Tiny Mites may weigh-in in game pants. There will be no extra weight allowance for pads. If a Tiny Mite does not make weight or is close to minimum weight, at the discretion of the weigh master, may be asked to go to shorts.

Any participant that does not meet the scholastic requirements at the time of weigh in must not be allowed to play as per Pop Warner National Rules. This includes Scholastic forms inclusive of progress reports.

Any player not present for the initial weigh-in will be allowed to weigh in up to fifteen (15) minutes before the scheduled starting time of the game.

As per the Southeast Region rules, weights at .4lbs. above weight shall play. Weights at .5lbs. or more is over. (Example: 134 is the maximum weight. If digital reads 134.4 the player is eligible; 134.5 the player is over and cannot play that week.)

Once a player has weighed in and registers overweight, the player is entitled to a second weigh-in. A player may not "STRIP" down past underwear/girdle. During this time, the player WILL NOT be allowed to leave the presence of the weigh master before weighing the second and final time, which will be no later than the last rostered player on his team that is present at the time of the initial weigh in.

The minimum weight rule for all divisions of play shall be enforced.

If a player is overweight/underweight, he may accompany his team. However, he will remove all pads from pants (knee, thigh and girdle), remove shoulder pads and helmet. This player may continue to wear his game jersey and pants, but shall be ineligible for that game.

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Weigh - In Time

Weigh-in time is one (1) hour before the scheduled starting time of the game.

2) Both teams must be present before weigh in can begin.

3) The Home Team scale is the official weigh-in scale. Scales shall be zeroed out prior to each team weigh-in. Hosting association shall provide a certified 10 pound weight to show calibrated scale upon request to verify scale accuracy.

4) Peace River weigh-in policy shall always be in effect for all games (regular, preseason or post-season play), in accordance with National rules.

5) Peace River weigh in policy shall always be in effect for all games (regular, pre-season or post-season play) in accordance with National rules.

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Admission Fees/Gate

Football players and Spirit participants will be admitted free during regular season games.

Rostered Football and Spirit coaches will be admitted free with their respective teams when presenting a badge issued by Conference during their scheduled regular season games.

The HLA shall set admission prices for all PRC events. Non-Participating students (age 5- 17, (K thru 12th) shall be charged \$1.00. Adults 18 and over shall be charged \$5.00. Children under the age of 5 years old shall be admitted at no charge. Any Association found to be in violation will be fined \$1000 which will be put in the PRC travel fund.

Admission to Jamborees shall be raised one dollar (\$1.00) above regular season admission. Hosting fees of \$1,250 per tackle jamboree and \$1,000 for Tiny Mite/Mighty Mite Jamborees are to be paid to PRC by the hosting organization to go into the National Championship travel fund. Monies are to be received from the host Association to the HLA no later than the next regular scheduled PRC meeting following the Jamboree. Funds not received by the next scheduled PRC meeting will be subject to a 25% penalty.

\$1.00 from every adult admission at the Conference Spirit Competition goes to the travel fund. Only rostered coaches with participating squads will be allowed free admission. All other coaches and badge holders will be required to pay regular admission.

The entire gate from all Regional play-off rounds will be applied to the Conference Scholastics Banquet.

All fines shall be applied to the Scholastic Banquet, except for the \$100.00 fine assessed for not submitting the All-American paperwork. That fine shall go to the Travel Fund.

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Press Box

Press Box Announcers must be at least eighteen (18) years of age. No children under the age of eighteen (18) will be permitted in the press box during the commission of a game.

All announcers will be impartial in the calling of the game. Any acts of “cheerleading” or “homerism” as well as any acts of profanity by the announcers or the Press Box staff during the commission of a game shall result in a \$100.00 fine per instance.

Any music played during a game day at a hosting field deemed to be unacceptable and inappropriate will result first in a warning and any instances thereafter will result in a \$100 fine per instances.

In areas where the official time keeper is not part of the paid professional officiating crew, a volunteer time keeper may be appointed if the game officials request such. All playoff games must have an official time keeper. Time keepers must be at least eighteen (18) years of age.

Each Association shall present to the Press Box all Football and Spirit rosters in advance of the upcoming contest.

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Medical

The Home Association shall provide adequate medical response.(Having the means to summon medical services quickly as needed). The home association shall follow up on the sidelines with all injuries occurring at their field. All home fields will be required to have a first aid kit capable of handling minor medical needs.

Each team **MUST** have at least one coach on the sidelines, at practices, and listed on the team roster that holds a Red Cross First Aid and CPR card or their equivalents.

Any Association that has any participant leaving a PRC function via ambulance must report these instances within 24 hours to the PRC President.

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Security

The Home Association will provide security as follows:

Licensed professional uniformed security or local law enforcement will be required from the start of the Jr Midget game until thirty (30) minutes after the end of the Midget game. This is the minimum set by PRC. Each Association will need to follow their local county guidelines in reference to the presence of law enforcement if stricter guidelines are set.

While acting as security, the individual will not be allowed in any other organizational function.

Violation of the security policy will result in forfeiture of the game or games by the home team and a \$1,000.00 fine.

In the event of the postponement of the Pee Wee, Junior Midget or Midget games, the hosting Association must make every effort to provide for uniformed security and immediately inform the HLA President of any conflicts.

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Video Aid

The HLA encourages the use of video aids for the teaching of Football and Spirit fundamentals.

Video replays during a game or at half-time are not permitted.

Video tapes may be requested or utilized by the HLA for the purpose of an official investigation.

Video taping of a game is permitted all the way through Nationals.

Video taping of any Member Association football or spirit teams' practices, including out of Conference practices, is prohibited!

Any association violating the videotaping policy will not be eligible for post season play.

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Game Field

Home Association shall provide pads for goal posts as per Florida High School Athletic Association Rules.

Home Associations shall provide a chain crew for each game. Each member of the chain crew must be at least sixteen (16) years of age.

Game field shall be properly lined and marked with safety barriers (i.e.: coaches and players boxes), mowed and have markers for yard lines and pylons for end zone areas.

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Sidelines

As per National rules, there are to be no more than 10 people to a sideline. This is to include water personnel. All personnel, with the exception of MPR monitor, must have a PRC issued Badge visible at all times. Head coaches are responsible for maintaining control of their sidelines, parents, players and themselves. There will be no exceptions. You are responsible for knowing, following and enforcing the rules! (HLA, Regional, National and Opposing Team MPR Monitors are not counted, as mandated by PRC, SE Region and National Rules)

Cheerleaders are expected to participate as part of the football team at each game including away games. There shall be a \$100.00 fine per level to the Association that doesn't have their cheerleaders present. The majority of the participating cheerleaders must be from the rostered team at the level participating. Any request for non participation must be approved by the HLA.

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Game Day

The HLA requires that all associations provide the following minimum standards for game day:

All associations must have at least two members of their Executive Board of Directors present and accessible during both home and away games and spirit competitions.

All hosting associations must provide coolers of potable drinking water and ice for football players and spirit participants during each football game. Coolers must be checked and refilled at the end of each quarter of play. Visiting teams shall provide their own team water bottles to be filled at the field.

Each visiting team (football and spirit) shall be permitted a team cooler. Coolers shall contain drinking water or sports drink in containers no less than two liters. No individual bottles of drinking water or sports drinks shall be permitted except for those required by a medical necessity. Team coolers shall also include fresh fruit or fruit cups and “energy” or snack bars. All other types of food are prohibited. Hosting associations shall have the right to inspect any and all team coolers for prohibited items.

No personal spectator or coaches coolers shall be permitted.

Smoking is prohibited at any and all Pop Warner sponsored events unless the hosting venue provides a designated smoking area.

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PRC Playing Rules for ALL Teams

Each Association shall field teams as determined at the beginning of the year by the Conference Board of Directors.

Current Schematic of age and weight concerning each division of play will follow National Mandated rules.

Florida High School Athletic Association rules will be in effect with the following exceptions of those noted in the National Pop Warner Rule Book:

No mandatory numbering system, although encouraged.

Official football to be used for all levels of play shall be any leather football and the size as per National rules.

Tiny Mites/Mighty Mites	-	K-2
Junior Peewee and Peewee	-	TDJ
Junior Midget and Midget	-	TDY

Scoring:

Touchdown	-	six (6) points
Field Goals	-	three (3) points

Points after Touchdown:

Kicking	-	two (2) points
Running	-	one (1) point
Passing	-	one (1) point

Free substitution rule is always in effect with the exception of Tiny Mites.

All levels will play length of quarters as specified in the Pop Warner Rule Book.

Intermission:

Between first and second quarter	-	two (2) minutes
Half-time	-	fifteen (15) minutes
Between third and fourth quarters	-	two (2) minutes

All teams shall be permitted three (3) time outs per half, with officials charged with all injury time outs.

Charlotte Warriors



PRC Playing Rules for ALL Teams - Continued

Lopsided Scores will be in accordance with the National Rule which is to be 28 points. ANY TIME A TEAM GOES UP BY 28 POINTS OR MORE, THE FOLLOWING WILL OCCUR: (BE SURE TO REVIEW THE NATIONAL RULE BOOK ANNUALLY FOR ANY CHANGES IN THIS RULE!)

- A. The official clock will become a running clock and once started can only be stopped for injury of a player or at the discretion of a referee. It cannot revert to a game clock operation for the remainder of the game.
- B. Once a 28-point difference is obtained between the two opponents, the winning team cannot pass the ball or run sweeps outside the tackle. If the winning team fails to abide by this rule, each violation will be a loss of down and a 5-yard penalty. This is at the discretion of the game referee.
- C. There will be no Blitzing by either team once the clock becomes a running clock and the lopsided rule is in effect.
- D. There will be no on sidekicks at kickoff.
- E. The winning defense team cannot advance a fumble or pass interception. The ball is blown dead immediately. The winning offense may start play action from this point.
- F. The winning team shall make every effort to replace starting players with reserves. In the event there are not enough reserve players to go into the game, only non-key players may remain. Key players can be so noted by the opposing coach. Failure to do so will call for an immediate investigation and possible one game suspension if found guilty. (There will be no excuse taken from the coaching staff on this matter.)
- G. Any coach who employs types of plays without the intent to maximize the action of play shall be in violation of this rule.
- H. The teams are still required to complete the mandatory play rule.
- I. An investigation will be conducted if a game ends with a score differential of 28 points or more.

Charlotte Warriors



PRC Playing Rules for ALL Teams - Continued

No game from Junior Peewee to Midget shall end in a tie. Game shall be decided by a “Kansas City Tie Breaker”.

- A. The hosting team shall have the right to opening possession or to defer.
- B. The ball shall be placed on the 10 Yard Line.
- C. The team on offense shall have 4 downs in which to score by a field goal, a touchdown or a touchdown and extra point. If the offensive team scores, the opposing team shall have 4 downs to score. If the opposing team does not score, the game is over. If the first team doesn't score and the opposing team does, the game is over. If either team scores or both teams do not score, play continues until there is a winner.

The use of headsets, two- way radios, walkie-talkies, cell phones or like devices shall be illegal for all sideline personnel during the commission of a game, with the exception of HLA, Southeast Region or National officials. Any practice of using these coaching aids shall be considered cheating. Any member of the team's sideline staff caught using these devices shall be charged before the Conference Hearings Committee and may face punishment from a minimum of a \$100.00 fine up to and including suspension for a year. That offending principle's home association shall face punishments from \$500.00 and up to and including forfeiture of said game where the offense occurred.

Tiny Mite/Mighty Mite rules will be followed by what the current National rulebook States or stated by Southeast Region.

Charlotte Warriors



Canceled Games

In the event that a local County closes its fields due to hurricane, flooding or other natural disaster, all scheduled games within the Conference that day will be cancelled.

Each hosting Association must provide a lightning meter or a fixed unit in working condition. Lightning monitors need to be on the sidelines. In the event of lightning that is considered threatening, due notification shall be given to the head game official and all participants will be removed from the field of play and seek protection from the elements. Play will resume at such time as conditions improve. It is important that good judgment be used. Every effort should be made to play the games/games even though a lengthy delay may be necessary. However, if the suspended game can not be re-started by the allotted starting time for the next scheduled game, that game shall be suspended and the next scheduled game shall begin.

Any game that is either suspended or cancelled due to weather or any other condition beyond the host Association's control, must be played or completed at the hosting field as soon as the next day but no later than Wednesday. No team shall be allowed to forfeit any suspended or canceled game. Any Association that refuses to play a rescheduled game shall be fined \$1,000.00 per team that no-shows and shall forfeit the rescheduled game as well as the next scheduled game. A Game Status Report Form must be completed by the Head Coaches and signed by the Head Game Official. This report must be sent to the HLA President within 24 hours. The HLA President may allow play at a later date only in the case of continued poor weather or a scheduling conflict with the game officials. In the case of a complete weekend cancellation, the HLA President shall decide if the schedule permits a makeup weekend. Otherwise, complete weekend cancellations may not be made up.

MPR sheets for postponed games must be submitted to the HLA Vice President no later than 24 hours after the conclusion of the game.

In the event that an Association has knowledge that they are unable to field a team/level to participate, and such mentioned Association fails to notify opposing Association of any team/level not participating in a schedule contest, the Association will be fined \$500 payable to the opposing Association.

Charlotte Warriors



Jamboree Rules

Each contest will consist of two halves of ten (10) minutes each.

All divisions of play will be allowed one (1) time out per half.

Coin toss will determine which team goes on offense first.

Offensive team will place the ball in play from its own forty (40) yard line.

No punting will be allowed, instead the offensive team may elect to punt and the game officials will advance the ball no further than the receiving team's twenty (20) yard line.

There will be a three (3) minute break between halves.

In the interest of time, all warm ups will be completed prior to entering the field. No warm ups will be allowed on the game field.

At the end of the first half, the team losing the toss will receive the ball on its own forty (40) yard line. The former line of scrimmage is forgotten when the new "half" begins.

Both teams will vacate the playing field as soon as possible upon completion of their two (2) halves of play.

The clock for the jamboree shall be a running clock, with the exception of the Official's time outs, injury time outs, and the one time out per half per team.

Jamboree weight will be the "maximum certification weight" of each appropriate division. The MPR requirements will be half ($\frac{1}{2}$) of a regular season game.

One Uniformed, licensed professional security will be provided for the Tackle Jamboree by the Hosting Association from the start of a Pee Wee game to a 1/2 hour following the completion of the Midget game. TM/MM Jamboree no security is mandated. Any Associations where the Park & Rec or governing law enforcement must follow their guidelines if stricter.

Charlotte Warriors



Jamboree Schedule

Tackle Jamboree Hosts

	2010	2011	2012	2013	2014	2015
North/NW	Englewood	Venice	N Port	Sarasota	Suncoast	Englewood
North/South	Cape Jr	Pt Charlotte	N F M	Cape Youth	Charlotte	Cape Jr
South/North	Riverdale	Ft Myers	Cypress	Estero	Lehigh	Riverdale
South/East	N Bears	Clewiston	Immokalee	N Canes	Labelle	N Gators

Tiny Mite/Mitey Might Hosts

	2010	2011	2012	2013	2014	2015
North/NW	N Port	Venice	Englewood	Sarasota	Suncoast	N Port
North/South	Cape Jr	P Charlotte	Charlotte	N F M	Cape Youth	Cape Jr
South/North	Cypress	Riverdale	Lehigh	Ft Myers	Estero	Cypress
South/East	N Bears	Immokalee	N Canes	Labelle	N Gators	Clewiston

*schedules subject to change

Charlotte Warriors



Championship Teams

Any Regional or National Championship Team will be allowed to participate in up to five (5) non-competitive appearances in the off season, with written approval from the Board of Directors and subject to National Rules.

Charlotte Warriors



Post Season Playoff Games and Bowl Games

The entrance fees for PRC Hosted Playoffs are \$150.00 per team per round at HLA's discretion.

All travel expenses are the participants responsibility.

Gate fees for all PRC playoff games will be \$5.00 per adult and \$1.00 per student (student being defined as a non-participant ages 5-17 years old or grade K - 12). Gate fees for Championship Game is adults \$6.00 and non-participants ages 5 – 17 is \$2.00.

No passes are permitted with the exception of rostered Coaches and participants of the teams playing for their scheduled games, Regional and Conference Officials, Association Presidents, Athletic Directors and Spirit Directors.

All teams wanting to participate in Bowl Games, including Spirit competitions must submit a written request to the HLA and receive written approval from the Conference President, which is to be retained in their respective team book.

Only Teams and/or Associations in good standing and without sanctions will be allowed any Post Season play.

Any Association who plays a bowl game without the HLA's approval will be fined five hundred (\$500) dollars per game and placed on probation.

Any team or Association who fails to show up for a scheduled Bowl game shall be fined five hundred (\$500) dollars and be liable for all losses to the opposing team; to include travel, housing and other reasonable items and placed on probation.

Bowl teams must make the Conference President aware of scores, and report any rule violations within twenty-four (24) hours of the game.

It is the Conference President's responsibility to report to the Southeast Regional Director on all Bowl games hosted by Peace River and all Bowl games traveled to by Member Associations and teams from Peace River. Failure to do so will result in a five hundred (\$500) dollar fine against Peace River by the Southeast Region.

A minimum of one professional, licensed, uniformed security will be provided for all play off games for the entire day. The hosting association is responsible for securing the proper Security. This is the minimum mandated by PRC. Any Associations where the Park & Rec or governing law enforcement must follow their guidelines if stricter.

Charlotte Warriors



Spirit Competitions

PRC will host a Conference Cheer/Dance Competition every year.

All travel expenses are the participants responsibility.

In order to offset the costs of judges, trophies and participation gifts, the HLA reserves the right to charge a registration fee to participating teams. The amount of this fee is to be determined on a yearly basis no later than the Conference meeting in October.

Associations' Cheer/Dance teams must compete at the Peace River Conference Cheer/Dance Competition. Any Association that does not participate may be fined up to \$1,000.00 per team and may be placed on probation for up to two years.

Any Associations' Cheer/Dance teams advancing to Regional and or National Competition that does not show will be fined \$1,000.00 per team by Peace River and will be placed on two (2) years probation and sanctioned by the Southeast Region. (The number advancing is set by Pop Warner or the Southeast Region.)

Each Association will provide volunteers to help work the Conference Spirit Competition throughout the day. The number of volunteers shall be set by the HLA but shall not exceed ten (10). Any Association that have volunteer no shows will be fined \$100.00 per no show volunteer unless their available volunteers work multiple shifts to cover the shortage.

Charlotte Warriors



Adult Code of Conduct

In order to uphold the goals of Pop Warner and ensure that all participants have the benefit of a safe and fun learning environment, all parents, guardians and other adults and attendees of Pop Warner events, including but not limited to practices, competitions, and banquets, must behave accordingly in a respectful, courteous and sportsmanlike manner at all times.

Any adult who is using alcohol, tobacco or non-prescription drugs and/or appears intoxicated at a Pop Warner event, and/or who is flagrantly rude, attempts to intimidate, verbally abuse, heckles, taunts, ridicules, boos, throws objects and/or uses vulgarity or profane language/gestures with an official, coach, volunteer, staff member, participant or other event attendee, must receive a verbal warning and/or be asked to leave a Pop Warner event. The member organization may also provide a written warning to the individual regarding the misbehavior. The adult's children may also be removed from the event. Any adult who commits one of the above stated offenses a second time, will be banned from any and all Pop Warner events for a minimum period of one year from the date of the second offense, and their children may also be removed from the program(s) for that time period.

Any adult who physically or verbally assaults an official, coach, volunteer, staff member or participant or threatens grave bodily harm may be banned from any and all Pop Warner events at a minimum for one year from the date of the offense, and their children may also be removed from any and all Pop Warner programs for that same period of time. After the ban has expired, if the individual commits another offense of the adult code of conduct, the individual will be permanently banned from any and all Pop Warner events and the individual's children may also be permanently removed from any and all Pop Warner programs.

Charlotte Warriors



Members Code of Conduct

All volunteers and participants will abide by a Code of Conduct which includes the following provisions. If any of these rules are broken, the League, Region and/or National Pop Warner shall have the authority to impose a penalty. Members shall:

Not smoke and/or use smokeless tobacco on the field.

Not criticize players/spirit participants in front of spectators, but reserve constructive criticism for later, in private, or in the presence of team/squad members if others might benefit.

Accept decisions of the game officials and judges on the field and in competitions as being fair and called to the best ability of said officials.

Not criticize an opposing team, its players, spirit participants, coaches, or fans by word of mouth or by gesture.

Emphasize that good athletes strive to be good students and that both are physically and mentally alert.

Strive to make every football and spirit activity serve as a training ground for life, and a basis for good mental and physical health.

Emphasize that winning is the result of good teamwork.

Not engage in excessive sideline coaching and shall not leave the bench area to shout instructions from the sidelines.

Together with team officials, be jointly responsible for the conduct and control of team fans and spectators. Any fan who becomes a nuisance and out of control will be asked to leave.

Not use abusive or profane language at any time.

Not “pile it on;” not encourage their team to get a commanding lead and raise the score as high as it can. In these instances, every effort shall be made to let all players play.

Not receive any payment, in cash or kind, for services as a coach in Pop Warner Football/Spirit. This includes any coach, expert, consultant or choreographer, regardless of his/her roster status.

Not permit or encourage “sweating down” tactics in order for a player to make the team weight.

Not recommend or distribute any medication, controlled or over the counter, except as specifically prescribed by participant’s physician.

Charlotte Warriors



Members Code of Conduct - Continued

Not permit an ineligible player or spirit participant to participate in a game.

Not deliberately incite unsportsmanlike conduct.

Not possess or drink alcoholic beverages and/or use illegal substance(s) on both the game and practice fields.

Remove from a game or practice any participant when even slightly in doubt about his/her health, whether or not as a result of injury, until competent medical advice is available.

Be responsible for and control their fans at all times.

Uphold all rules and regulations, National, Regional & Local, regarding Pop Warner Football, Cheerleading and Dance.

Refrain from engaging in any action within or outside Pop Warner which reflects negatively upon, or causes embarrassment to, the PW program.

Charlotte Warriors



Coaches Code of Conduct

All Football and Spirit Coaches will follow the current Code of Conduct as outlined in the most recent Pop Warner Rule Book, and Peace River Conference policy governing such.

All Regional and Conference issued Coaching and Administrative Identity Cards must be visibly displayed around the neck at any and all Pop Warner functions as required. Any coach or administrator not visibly wearing the card on either a game sideline or on the floor of a spirit competition shall be barred until an Identity Card is produced and will be subject to a \$100.00 fine per incident.

Coach Ejected from a Game or Spirit Competition:

- A. First Offense: Any coach who is ejected from a game or spirit competition will be automatically suspended from the next game and from that coming week's practices and fined a \$100.00 to be paid with a personal check or money order to the Peace River Conference. Suspended coaches must submit their coach's badge to their Association President the duration of their suspension.
- B. Second Offense: Upon a second ejection during the same season, the coach is suspended for the balance of the season and fined \$200.00 to be paid with personal check or money order to the Peace River Conference. The offending coach may return to coaching after completing the Conference certification training.
- C. Third Offense: If a third offense occurs within one (1) full year from the date of the first offense, the offending coach will be suspended indefinitely pending a conference hearing and fined \$500.00 to be paid by personal check or money order to the Peace River Conference.

The HLA President shall investigate any and all complaints, irregularities and conditions detrimental to the Peace River Conference as well as field from coaches any and all alleged violation of Pop Warner or PRC rules. Complaints from coaches must be made to the HLA President in writing within twenty-four (24) hours of game day. The President may defer to the Vice-President and the Hearings Committee when appropriate. However, the HLA shall have final jurisdiction over any and all punishments, fines and suspensions.

HLA will provide a minimum of 24 hour notice to the Association involved and the opposing team of any suspensions of Coaches and/or Participants following the incident.

Charlotte Warriors



Zero Tolerance Policy

To: All Charlotte Warriors Football and Cheer Family

Below is the Charlotte Warriors' Zero Tolerance Policy. Please read the policy and signoff below.

Any participant including but not limited to parents, children, coaches, board members, volunteers, and fans in the Charlotte Warrior program who is abusive (verbally or physically) toward any person including but not limited to opposing teams, Charlotte Warriors parents, coaches, referees, players, spectators, board members, water boys, etc. will be suspended. Suspended means that said person may not attend any Charlotte Warriors / Pop Warner games or sponsored functions including practices. Suspended parents will be required to drop off and pick up children for practices and on game day.

- First Offense – one (1) to two (2) week suspension. This step may be skipped in the case of physical abuse or severe verbal abuse.
- Second Offense - suspension for the remainder of the season.
- Third Offense - suspended for life (if you are banned for life you will be ineligible to participate in any Pop Warner activities).
- These offenses are considered life time offenses. They are not expunged from year to year, rather they will carry over from year to year.

Due to the severity of the abuse we reserve the right to escalate the disciplinary process to include all three steps on the first offense.

There shall not be any use of alcohol and tobacco products when in contact with players and cheerleaders at any event, game, function, whether given, or sponsored, or affiliated with any Charlotte Warrior “team, player, or cheerleader”.

There shall never be any use and or sale of any type of illegal drugs while participating within Charlotte Warriors.

Player/ Cheerleader/Coach/Staff/Board

Parent (please print)

Sign: _____

Date: _____

Charlotte Warriors



Chain of Command

If there is a complaint against a player, a parent, a member of the coaching staff, an official, a member of the Board of Directors, or the Board of Directors, the complaint must be filed with the appropriate member in the Chain of Command.

The Chain of Command is as follows:

- Head Coach
- Football or Cheer Director
- Association Vice President
- Association President
- Association Board of Directors

When do you contact Conference?

There are only three people from your Association who can contact Conference, your Association President, Athletic Director, and Cheer Director. If you have an issue that you believe should come to the attention of Peace River Conference, please do this through one of your three Conference Representatives. If you have a complaint against the Association's Board of Directors, then and only then may you submit a formal complaint in writing to the President of Peace River Conference.

AT NO TIME DO YOU EVER CALL A CONFERENCE OFFICER ON THE PHONE!

When do I contact National Pop Warner?

In a word, NEVER! National Pop Warner doesn't hear complaints from anyone. Decisions of the Peace River Conference are FINAL! If you contact National Pop Warner, the complaint will be returned to the Peace River Conference. If this happens, the person or persons filing the complaint will either be fined or suspended for not adhering to the chain of command.

Always try to resolve the issue within the team before proceeding up the Chain of Command. Remember, your Association Officers are there to make sure that football and cheer teams are run according to the rules; they are NOT there to tell coaches how or who to coach.

Coaches:

Everything you need to know is in your National Rule Book and Peace River Conference's Standard Operating Procedures (SOP).

Charlotte Warriors



Complaint Procedures

Our goal is to provide a positive experience to all members of our association. However, we realize that from time to time an issue may arise within our organization that requires attention. We have designed our “Complaint Policy” to provide a process in which an individual can present an issue for review. Complaints will be based on the conduct of members of the Charlotte Warriors Pop Warner Youth Football & Cheer Program during league related activities. The “Rules & Ethics” Committee will not hear complaints about the Charlotte Warriors Pop Warner Youth Football & Cheer Program Bylaws or the Policies and Procedures.

In an effort to resolve complaints in a reasonable and effective manner, we request your cooperation in complying with the Complaint Policy. Any complaint should be presented on an individual basis; group (pack mentality) methods will not be tolerated.

Complaints Defined

- A complaint against Association members’ actions or personnel including it’s Board Representatives, coaches, youth participants, parents, officials, or fans.
- A confrontation on the playing area, or an adjacent area, between Association members’ personnel, coaches, youth participants, parents, officials, or fans.

Complaint Process

The object is to resolve issues at the most immediate level through the appropriate Chain of Command. Listed below are the steps that can be taken in the event that a complaint cannot be resolved.

Charlotte Warriors



Complaint Procedure - Continued

- It is the responsibility of all Association representatives to report any complaints to the Association President or Vice President in writing or via e-mail within 48 hours of occurrence. No complaint will be heard if filed outside of the time limits. The appointed committee will only review cases that are submitted on the official Charlotte Warriors Pop Warner Youth Football & Cheer Program Complaint Form.
- The Committee may request additional information deemed necessary in rendering a decision.
- The Committee will convene either in person or via e-mail, and take the matter into consideration within ninety-six (96) hours of receiving the written complaint. The Committee will hear both parties facts regarding the complaint. A decision will be rendered within seven (7) days of the date of the written complaint.
- The Committee has the right to not accept or reject any formal written complaint based on merit.
- Committee decisions are final, and complaints will be retained on file and may be used in the disposition of other complaints.

Charlotte Warriors



Complaint Form

Your Name _____

Phone # _____ E-mail _____

Association Name _____

Your Team Name _____

Date of Incident _____ Time of Incident _____

Location of Incident _____

Please list a narrative of the events in writing. Please be as detailed as possible, providing the names and contact information of witnesses, if any. Please attach a separate page if you need more room. List what attempts have been made to resolve the issue through the Chain of Command, if any.

Signature _____ Today's Date _____

(Person reporting the concern)

Return this form and any attached submission to the Charlotte Warriors Pop Warner Youth Football & Cheer Program President, Vice President, Football Director, and/or Cheer Director.

Charlotte Warriors



Member Disputes

VIOLATIONS, PENALTIES, DUE PROCESS/HEARINGS & APPEALS.

A. JUVENILE OFFENSES

1. Penalties for the following situations shall be immediate ejection from the game, suspension from the team for the next week and game for the first offense, and immediate ejection from the game and suspension from the team for the balance of the season for the second offense.

- a) Fighting or hitting, kicking, striking, or otherwise abusing opponents during the course of a game.
- b) Verbal or physical intimidation of opponents outside normal talk across the line (of a non-profane nature).
- c) Any act of disrespect for team, Association or Conference authority, game officials, or fans.
- d) When a player is ejected from a game, the association President and/or Official shall document and notify the Peace River Conference officer in Charge as required, by phone, of the player's name and jersey number, by noon on Sunday. Ejection from a game for any reason will result in the player's suspension from the team for the following one (1) week and one (1) game. There shall be no appeal of an official's ejection.
- e) Performing, exhibiting, or condoning any other act or behavior, that in the opinion of the association reflects in such a manner that is detrimental to the name and/or reputation of the Association, the Conference, or the National organization.

B. TEAM/ASSOCIATION/ADULT OFFENSES

1. Fighting/Riot/Incitement to Riot: At games or scrimmages between different teams, any fight or riot between team members (as opposed to one-on-one altercations) shall be judged a team offense rather than an individual offense. An incitement to riot (which is defined as any team heckling or egging on of an opponent, in a manner, that may result in a fight or riot) may result in forfeiture of the game upon the first offense and forfeiture of the season upon the second offense within the same season.



Member Disputes - Continued

2. If any fights occur between teams, it may in forfeiture of the game, forfeiture of the season, and/or dissolution of BOTH teams depending on the nature and severity of the violation. Team, for the purpose of this rule includes the players and cheerleaders, and the coaches, relatives, friends and spectators. Fight, for the purpose of this rule, does not include a single blow or punch by one individual, but does include any exchange of blows, punches, kicks, etc. by two or more individuals.

3. Performing, exhibiting, or condoning any other act or behavior, that in the opinion of a simple majority vote of the Board of Directors, reflects in such a manner that endangers a child or is detrimental to the name and/or reputation of the association, conference, or the national organization may result in forfeiture of the game, forfeiture of the season, and/or dissolution of the team depending on the nature and severity of the violation.

C. HEAD COACH VIOLATIONS

1. The first offense for any rule violation, unless otherwise specified, shall be suspension of the Head Coach for the next scheduled game and for the one (1) week of practice preceding the game. Any coach who is suspended shall be barred from attending any practice or game involving his team during the term of the suspension.

2. The second violation of the same rule shall result in the suspension of the Head Coach for a period of one (1) year, commencing on the date of the suspension.

3. Such suspension rules also apply to all Staff and Assistant Coaches.

4. If the Head Coach deliberately and flagrantly violates these rules, the Head Coach shall be suspended, if an association investigation so warrants. However, nothing shall preclude the President, or a Director with personal knowledge of the incident, to issue a summary suspension pending the outcome of the investigation.

D. PENALTIES

1. Many of the rules defined within this manual also include clearly stated penalties for their violation within the stated rule. Some do not. It is important to note those rules that do include said penalties.



Member Disputes - Continued

2. The Head Football Coach of the team is the ultimate responsible party for the actions of his/her staff, team, individual players, and spectators. In many instances, because of the nature of this responsibility, rule violations, though not accredited to the direct action of the Head Coach, will result in his/her suspension.
3. Suspensions – Under the association recognized definition of suspension – Unless specifically stated otherwise in the terms of suspension, suspended members (Coach, participant, staff, Board Member, parent, guardian, etc.) shall be barred from attending any practice, game, or team function, or association function, during the term of the suspension. Violation of these terms of Suspension will result in a continued one (1) year suspension and depending upon the severity of the violation, may be cause for the cancellation of membership.
4. Hearings and appeals shall be conducted in accordance with the Pop Warner Administrative Manual, and the section entitled “Hearings and Appeals” in this manual (below).
5. Due to situations that may arise within the scope of the administration of these Rules and Regulations, National Rules and Regulations, and any other rules and regulations and/or standard of behavior recognized by association, it may become necessary for this organization to levy administrative penalties at the discretion of the majority of the Board of Directors. These penalties may include censures, probation, suspensions, fines, etc. depending upon the nature and seriousness of the violations/behaviors.

E. HEARINGS AND APPEALS

1. Any individual, Football Coach, Spirit Coach, Parent, etc. that is summarily suspended shall have the right to a hearing within seven (7) days of the summary action in the name of “due process” and the right to a speedy hearing in addition to the mitigation of affects on individuals, teams, or the program as a whole.
2. The individual named in the summary action has the right to waive their right to a speedy hearing, if it is necessary to gather evidence in his/her defense. However, summary actions (i.e. suspensions) will stand until the hearing is held.
3. Association shall convene the Executive Committee to hear the appeal. The President shall act as the Chairman of the Investigation Committee, and act as an advisor to the members thereof. However, said President shall vote only in the case of a tie. If any members of the Executive Committee have a conflict of interest in the appeal’s outcome, the President shall appoint other board members to replace the conflicted executive board members. If the President has a conflict of interest, the next-highest ranking officer will assume control of the committee for purposes of the appeal and appoint a replacement.



Member Disputes - Continued

4. All complaints and protests shall be directed to the association Board, in writing, provided that all other mediation remedies have been exhausted. The complainant shall notify association of a pending complaint within twenty-four (24) hours of the incident. The complaint shall be delivered to association within forty-eight (48) hours of the incident. At that time, the association shall turn the complaint over to the President for investigation. It shall be the responsibility of the protester to provide the President with the appropriate information to dispatch the protest/complaint in sufficient time to comply with this rule.

5. A \$100.00 protest fee shall accompany any and all complaints or protests, which is refundable if the complaint or protest is upheld. If the complaint or protest is found unjust the \$100.00 fee shall be deposited in the association hardship fund.

6. Upon ruling of the Committee, the President shall complete a Presidential Investigation Hearing/Appeal Report. Said Report shall be made part of the minutes of the next regularly scheduled association meeting. Additionally, a copy of said Report shall be mailed to the defendant and/or plaintiff of the complaint.

7. By conference rule, association's have the right and authority to enforce any and all rules within its own organization under the rules and guidelines established by its own By-laws, written Policies and Procedures, and manuals. Association has the authority to impose any penalty it deems necessary, after the violator has been afforded due process of the rules. Whenever an association finds that a member is in violation of any of the rules and imposes a penalty or takes action to enforce the rules. Conference and its member associations will automatically uphold and be bound by that association's actions. Any association member who has been or is being disciplined by an association has the right to appeal such disciplinary action to conference.

- All appealing association members shall direct their first appeal back to that member's association.
- Once an association member has appealed to his own association, they may appeal to conference. The appealing member shall notify conference, within twenty-four (24) hours, of a pending appeal, once their association has taken action.
- The appealing member shall deliver to conference, within forty-eight (48) hours, a written request for an appeal hearing. The written request shall contain an outline of the appealing person's defense of the appeal. Conference shall then turn the appeal over to the Chairman of the Investigation Committee for processing. The Investigation Committee will then follow the procedure defined in this section. If the Investigation Committee finds that the association has followed the proper rules and guidelines for due process then the matter will be upheld.



Member Disputes - Continued

- It is not the intent of conference to render judgment or to interfere in each association's right to police and enforce its own rules and regulations. The intent of this section in the rules is to afford the membership the right of appeal to any association disciplinary action. And to ensure the member's rights under Association Rules, conference Rules and National Rules have been upheld.
9. All associations, within conference and conference itself, shall honor disciplinary actions of any other association against players, adults, and coaches, once all appeals are final or have been effectively waived.
10. Failure of any association to render judgment and/or disciplinary action in a timely manner may result in conference taking appropriate action.