

MYFL CONSITUTION



TABLE OF CONTENTS

<u>Articles</u>		<u>Page</u>
Article 1.	Name.....	2
Article 2.	Definitions.....	2
Article 3.	Purposes.....	3
Article 4.	Membership.....	3
Article 5.	The Board and the Metro Representatives.....	5
Article 6.	The Officers and their Duties.....	6
Article 7.	The Executive Committee and its Duties.....	10
Article 8.	Nominations, Elections and Vacancies.....	10
Article 9.	Metro Meetings.....	11
Article 10.	Board Committees.....	11
Article 11.	Disciplinary Actions and Appeals.....	11
Article 12.	Cheerleaders.....	12
Article 13.	Insurance.....	13
Article 14.	Amendments.....	13
Article 15.	Dissolution.....	13
 <u>Appendices:</u>		
Appendix A.	Participant and Coach Eligibility	14
Appendix B.	Rules	17
Appendix C.	Violations and Forfeitures.....	26
Appendix D.	Cheerleading Rules	28
 <u>Addenda:</u>		
Addendum 1.	Participant Code of Ethics	32
Addendum 2.	Coaches Code of Ethics	33
Addendum 3.	League Roster Form Sample.....	34 & 35
Addendum 4.	Cheerleader Age Division	36
Addendum 5.	Serious Incident Report	37
Addendum 6.	Guidelines for Optional Level Football Teams	38
Addendum 7.	Flag Football Rules.....	39
Addendum 8.	Heat Acclimatization Practice Chart.....	41
Addendum 9.	Zero Tolerance Policy	42
Addendum 10.	Off-Season Disclaimer	42

**THE CONSTITUTION OF THE METRO
YOUTH FOOTBALL LEAGUE, INC.**

**ARTICLE 1
NAME**

The name of this organization shall be the Metropolitan Youth Football League, Inc.

**ARTICLE 2
DEFINITIONS**

For purposes of this Constitution, the following specified words shall have the indicated meanings:

- 2.1. The "League" shall be the Metropolitan Youth Football League Inc.
- 2.2. An "Association" shall be any association or organization, which is a member of the League.
- 2.3. The "Officers" shall be the officers defined in Article 6 known as the Elected Board.
- 2.4. A "Metro Representative" shall be the person designated by each Association to perform on behalf of such Association the duties set forth in Section 5.2.
- 2.5. Each Association's Metro Representative shall be collectively referred to as the "Board."
- 2.6. A "Metro Meeting" shall include any regularly scheduled meeting, any special meeting, any emergency meeting, any committee meeting and any clinic, which an Association's Metro Representative is required to attend.
- 2.7. Each Association's football team and cheerleading squad shall be referred to individually as a "Team".
- 2.8. Each child participating on an Association's football or cheerleading Team will be referred to as a "Participant".
- 2.9. A "season". The MYFL season begins on the first published day of practice and ends after the last sanctioned MYFL event.
- 2.10. The "Participant Code of Ethics" shall be the form attached hereto as Addendum 1.
- 2.11. The "Coach Code of Ethics" shall be the form attached hereto as Addendum 2.
- 2.12. The "League Roster Form" shall be the form attached hereto as Addendum 3.
- 2.13. The "Serious Incident Report" shall be the form attached hereto as Addendum 5. This form must be completed by the Metro Rep (within 48 hours of the incident and sent in writing to the designee specified on Addendum 5 on each accident/injury), whether claim is submitted to

insurance carrier or not.

- 2.14. A "Roster" shall be an Association's listing of its Participants and all coaches, including assistant coaches, on the League Roster Form.
- 2.15. "Roster Night" shall be the date, time and location designated by the Commissioner for submission by Associations of their respective verified Rosters.
- 2.16. "Check-in" shall be the procedure established by the League and performed by the Associations before each game to confirm the identity of the Participants on each competing Association Team and to confirm that each Participant's age is in compliance with that designated for the division playing. Check-in shall be conducted in accordance with Section A.5.3.
- 2.17. "Proof of Age" shall be a current Virginia DMV identification card and any other document that is deemed acceptable by the Commissioner.
- 2.18. Any reference to "in writing" in this document shall be defined as either a written letter or e-mail.
- 2.19. A Participant shall be deemed to have "played" in a particular game if he or she has been on the field for one (1) offensive play, one (1) defensive play or a special teams play.
- 2.20. A coach shall be deemed to have "participated" in a particular game if he or she is involved with any coaching activities with his or her respective Team the week preceding such game.

ARTICLE 3
PURPOSES

- 3.1. The stated purposes of the League shall be:
 - 3.1.1. Civic service through an organized effort of the individuals to train and develop, both mentally and physically, today's youth through organized football and cheerleading.
 - 3.1.2. To develop high character and moral standards; to develop a sense of competitiveness and fair play; to develop a respect for authority; to help one's fellow man; and to develop a love of God and country.
- 3.2. The League shall operate as a tax-exempt organization under IRS Section 501 (c) (4), contributions to which are not tax deductible.

ARTICLE 4
MEMBERSHIP

- 4.1. General Provisions.
 - 4.1.1. Each Association's directors, coaches and members must maintain a high standard of conduct and integrity during meetings and/or any Metro event in order to maintain its membership in the League.
 - 4.1.2. No Association shall cause any harm to the League by its own conduct.

4.2. All New Applicants for Entry into the League.

4.2.1. Any association, organization or individual that desires to become a member of the League and abide by this Constitution may apply for membership in the League.

4.2.2. All applicants to the League must be approved by a two-thirds vote of the Associations. All applicants will be on a one (1) year probationary period.

4.2.3. Any organization seeking membership in the League will not use any Association rosters and/or information obtained for the purpose of registration to solicit new members. Disciplinary action to include, but not limited to, ineligibility and will have membership revoked.

A. No Association can solicit Participants by any unethical means such as: promising tuition fees to be exempt or any other financial exemptions to be used to influence that player/Parent or Guardian to be rostered with their Association. Disciplinary action to be determined by the Commissioner.

4.3. Membership Fees.

4.3.1. The Elected Board shall determine the amount of all League dues and fees (including but not limited to membership/roster dues and insurance fees), all such dues and fees being consistent with the League's purposes and basic needs.

4.3.2. No Association may receive a refund for any dues and fees paid with respect to a Participant.

4.4. Association Colors.

4.4.1. An Association shall not change its Teams' colors without approval of the Board.

4.4.2. Each Association shall adopt colors for its Teams that shall be approved by the Board.

4.5. Loss of Association Membership.

4.5.1. If during the calendar year, the Commissioner finds that an Association has committed violations of Section C.2. or two violations of Section C.3., such Association shall automatically lose membership in the League, unless the Board rules otherwise. The Commissioner will notify by mail (or e-mail) the President of the Association within seven (7) days of infraction.

4.5.2. An Association, which fails to pay any assessed fine by the time specified by the Commissioner, shall automatically lose its membership in the League at the end of the season, unless the Board rules otherwise.

4.6. Association Re-Admission.

4.6.1. If the Board fails to rule favorably pertaining to an Association retaining its membership that Association must pursue membership as a new applicant: Any Association losing membership in the League must pay a re-admittance fee of one hundred dollars (\$100.00). All privileges of an Association shall be suspended until the League receives the re-admittance fee.

4.6.2. In order to be accepted for membership for the following year, an Association seeking re-admission must submit an application with the League at or before the December meeting of the year in which the violation occurred in accordance with this Constitution.

ARTICLE 5

THE BOARD AND THE METRO REPRESENTATIVES

5.1. General.

5.1.1. The Elected Board shall be the governing body of the League and shall administer all policies of the League

5.1.2. The Executive Committee shall be the supreme court of the League. It will hear all decisions appealed from the Board and make a decision from which there is no appeal.

5.2. Metro Representatives.

5.2.1. Each Association shall be represented at all League meetings by its President or a member of the Association's Board of Directors designated by the Association's president.

- 5.2.2. An Association's President, or a member of the Association's Board shall be the Association's representative at all League games. The Association's representative must be someone who has: attended the MYFL rules clinic and signed their Code of Ethics form for that season.
- 5.2.3. Any Association's representation (primary or alternate) who is also a coach for a particular team must check-in with his/her team for their game. NO Association's Rep shall conduct check-in for the team they coach.
- 5.2.4. The Commissioner may discipline any Association for unsportsmanlike conduct, as determined by the Commissioner, and report in writing to the Secretary. Any discipline rendered under this section may be appealed to the Executive Committee and overturned by a majority vote of the Executive Committee. In the event of a tie the Director of Officials will cast the deciding vote.

A large, semi-transparent watermark of the MYFL logo is centered on the page. The logo is a shield-shaped emblem with a yellow border. Inside the shield, the letters 'MYFL' are written in a large, bold, white font. Below 'MYFL', the word 'LEAGUE' is written in a smaller, white font. At the top of the shield, there are four white stars. The background of the shield is a dark grey color.

ARTICLE 6
THE OFFICERS AND THEIR DUTIES

- 6.1. The League shall have the Officers set forth in this Article 6. All terms of office for Officers shall be two (2) years commencing January 1 of each calendar year.
 - 6.1.1. Voting for League Officers shall take place every year with positions being voted on as follows:
 - A. On every even year the positions of Commissioner, Vice Chairperson, Financial Secretary, and Director of Officials.
 - B. On every odd year the position of Assistant Commissioner, Chairperson, Secretary, Treasurer, and Director of Cheering.

6.2. The Commissioner.

6.2.1. There shall be a Commissioner who shall serve as the League's Chief Executive Officer and who shall direct the administrative functions of the League.

6.2.2. The Commissioner shall be a non-voting member of the Elected Board. No further restrictions will be placed on the Commissioner's right to cast a vote in the event he/she is also the voting representative for a member association on the Executive Committee.

6.2.3. The Commissioner shall be the administrative head of all special and standing committees except the Nominating Committee.

6.2.4. The Commissioner need not be a member of any Association. The Commissioner may not serve as the Athletic Director (or equivalent position) of any Association nor serve as a coach for any Association.

6.2.5. Enforcement of Functions.

A. The Commissioner shall direct the enforcement functions of the League. He shall investigate all alleged violations of this Constitution and shall determine all disciplinary actions and when all such disciplinary actions shall take effect, in accordance with the provisions of Article 11. All disciplinary action taken by the Commissioner including suspensions, exceptions or other actions will be reported to the Secretary in writing at the time of the action.

B. Any items not covered in the Constitution will be handled by the Commissioner who will issue a directive in furtherance of the Constitution. The directive must be sent to the Secretary in writing at the time of issuance. Each directive issued by the Commissioner will be maintained by the Secretary and presented to the Board in writing for consideration into the Constitution. If the directive is not affirmatively elected into the Constitution, the Commissioner may not issue a similar directive without a vote of the entire Board.

C. Any decision made by the Commissioner with respect to sections A and B above may be appealed to the Executive Committee and overturned by a two-thirds vote of the Executive Committee.

6.3. The Assistant Commissioner.

6.3.1. There shall be an Assistant Commissioner who will perform the duties of the Commissioner in the event of the Commissioner's absence, vacated position, death or disability.

6.3.2. The Assistant Commissioner shall perform such other duties as shall be designated by the Commissioner.

6.3.3. The Assistant Commissioner need not be a member of any Association.

6.4. The Chairperson.

- 6.4.1. There shall be a Chairperson of the Board who shall preside at all Metro Meetings.
- 6.4.2. The Chairperson shall determine, with the Elected Board's approval, any committees necessary to carry out the purposes of the League and shall appoint the chairperson and committee members of all standing and special committees provided for in this Constitution.
- 6.4.3. The Chairperson shall be an ex-officio member of all Board committees (including but not limited to the Executive Committee) but shall not be an ex-officio member of the nominating committee.
- 6.4.4. The Chairperson shall recommend a replacement to the Board for approval for all other officer vacancies.
- 6.5. The Vice-Chairperson.
 - 6.5.1. There shall be a Vice-Chairperson who will perform the duties of the Chairperson in the event of the Chairperson's absence, vacated position, death or disability.
 - 6.5.2. The Vice-Chairperson shall perform such other duties as shall be designated by the Chairperson.
- 6.6. The Secretary and Assistant Secretary
 - 6.6.1. The Secretary will be responsible for maintaining all directives issued by the Commissioner and reporting them to the Board at the next meeting. The Secretary will also be responsible for reporting to the Board in writing at the next meeting following such disciplinary actions, fines, exceptions or other actions taken by the Commissioner or his designee(s). The Secretary will also be responsible for notifying, in writing, the Board of an upcoming meeting along with sending out an agenda.
 - 6.6.2. There shall be an Assistant Secretary of the Elected Board who shall fulfill the duties of the Secretary when he/she is unable to perform, the event of the Secretary's absence, vacated position, death or disability.
- 6.7. The Treasurer.
 - 6.7.1. There shall be a Treasurer of the Elected Board who shall receive and disburse funds as approved by the Board. The Treasurer shall keep an accurate record of the League's financial transactions and shall present a written report at each Monthly Metro meeting.

- 6.7.2. The Treasurer shall be the chairperson of the Budget Committee.
- 6.7.3. The Treasurer shall issue receipts for the funds received; a receipt will be issued to the Financial Secretary (if position is filled) for funds received.
- 6.7.4. The Treasurer shall make deposits.
- 6.7.5. The Treasurer shall act in the capacity of a banker, managing funds deposited within him or herself.
- 6.7.6. The Treasurer shall write checks by the order of the Commissioner.
- 6.7.7. The Treasurer shall create monthly and annual reports.
- 6.7.8. The Treasurer shall keep accurate records and meet with the Financial Secretary to compare records as required.

6.8. Other Officers

- 6.8.1. There shall be a Director of Cheering. The Director of Cheering shall serve as the League's Chief Executive Officer of Cheerleaders, and such person will answer to the Elected Board and Commissioner on all actions taken.
- 6.8.2. There shall be a Director of Officials. The Director of Officials shall serve as the League's Chief Executive Officer of Officials, and such person will answer to the Elected Board and the Commissioner on all actions taken and will act as the liaison between the League and the VHSL.

- 6.8.3. The Commissioner may, but shall not be required to, appoint Director(s)-at-Large who shall perform such duties as may be designated from time to time by the Commissioner. Director-at-Large is a non-voting position and is not a member of the Elected Board. The Commissioner shall report in writing the appointment to the Board, the assignment of the Director-at-Large, the duration, provide an explanation for the appointment and it will be reflected in the next Board minutes.
- 6.8.4. There shall be a Director of Safety. The Director of Safety shall ensure proper certification, including USA Football certification, of all coaches, Association Board of Directors, and other volunteers as necessary. The Director of Safety shall ensure that all injury reports from the League are properly documented, and any insurance claims are timely reported. The Director of Safety may also be appointed other duties by the Elected Board or Commissioner as necessary.
- 6.8.5. There shall be Metro League Representative from each area of associations. The Metro League Representatives should be the main point of correspondence between associations in each area to the board.

ARTICLE 7
THE EXECUTIVE COMMITTEE AND ITS DUTIES

- 7.1. The Executive Committee shall consist of the President, or President's designee, from each member Association. Each Association shall have one vote on the Executive Committee.
- 7.2. The Elected Board shall report to the Executive Committee.
- 7.3. The Executive Committee shall hear any appeals from a ruling of the Commissioner and or Board. The Executive Committee shall inform the Commissioner of its decision concerning any such appeal and shall notify in writing the Board, all affected individuals and Associations of its decision.
- 7.4. A majority of the Executive Committee present shall constitute a quorum.

ARTICLE 8
NOMINATIONS, ELECTIONS AND VACANCIES

- 8.1. Officer Nominations, Elections and Vacancies.
 - 8.1.1 Nominating Committee.
 - A. A Nominating Committee shall propose a slate of nominees for all Officer Positions. The Executive Committee shall appoint the members of the Nominating Committee no later than the October Metro Meeting.
 - B. The Nominating Committee shall present the slate of Officer nominees to the Executive Committee no later than the December Metro meeting. Additional nominations may also be made from the floor.
 - 8.1.2. Officer elections shall be conducted by ballot at the December Metro Meeting. A majority vote of the Executive Committee present at such meeting shall elect the Officers. The votes will

be tabulated by the Chairperson and Vice-Chairperson.

8.1.3. Vacancies.

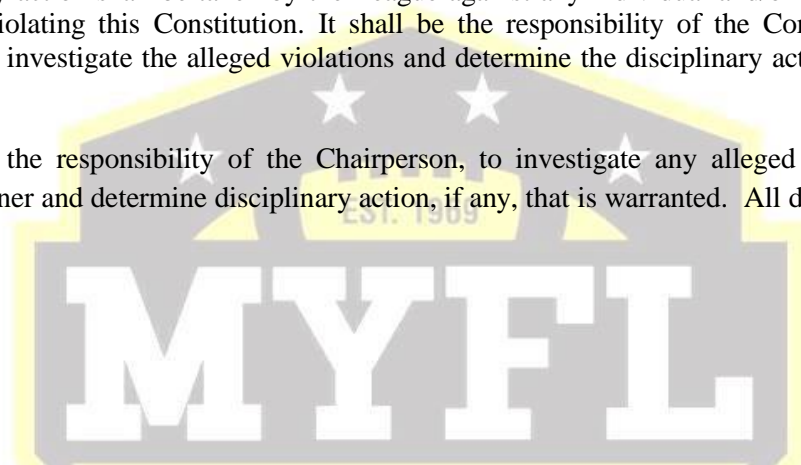
- A. In the event of a vacancy in the office of the Chairperson, the Vice-Chairperson shall automatically become the Chairperson. The office of Vice-Chairperson shall then be considered vacant.
- B. In the event of a vacancy in the office of Commissioner, the Assistant Commissioner shall become the Commissioner. In the event there is no Assistant Commissioner, the Chairperson shall assume the duties of Commissioner until such time as a new Commissioner is elected.
- C. In the event of a vacancy in any Officer office other than the Chairperson or the Commissioner, the office shall be filled at the next Metro Board Meeting. Nominations for any such vacancy will be taken from the floor.

ARTICLE 9
METRO MEETINGS

- 9.1. The Board shall meet monthly, with emphasis placed upon regular attendance.
- 9.2. The Chairperson may call special meetings of the Board.
- 9.3. A majority of the Associations shall constitute a quorum for the transaction of business at any League Meeting.
- 9.4. Each Association shall be entitled to one (1) vote on each matter submitted to the Board for a vote.
- 9.5. The most recent version of Roberts Rules of Order shall govern the proceedings of all Metro Meetings.
- 9.7 Any items that an Association would like to have discussed and possibly voted on at a league meeting that is not an amendment to this Constitution should be submitted to the League Commissioner and Chairperson no less than 7 days before the next scheduled meeting, if warranted, the item will be forwarded to the League Secretary to be added to the agenda.

ARTICLE 11 DISCIPLINARY ACTIONS AND APPEALS

- 11.1. Disciplinary action shall be taken by the League against any individual and/or Association found guilty of violating this Constitution. It shall be the responsibility of the Commissioner or his designee to investigate the alleged violations and determine the disciplinary action, if any, that is warranted.
- 11.2. It shall be the responsibility of the Chairperson, to investigate any alleged violations by the Commissioner and determine disciplinary action, if any, that is warranted. All disciplinary action



taken by the Chairperson must be reported to the Secretary and to the Board at the time of the action. The Chairperson must notify the Commissioner in writing of any disciplinary action at the time of the action.

- 11.3. An Association may submit a complaint alleging a violation by another Association and/or individual of this Constitution to the Elected Board. Any such complaint shall be in writing and shall be submitted within seventy-two (72) hours of the alleged violation otherwise it will not be accepted.
- 11.4. The Commissioner shall also have the authority to investigate and act upon any perceived violation of this Constitution he or she witnesses without written notification from an Association.
- 11.5. During the investigation, the Commissioner shall obtain written statements from the complainant and respondent, including written statement from all witnesses named by the parties. Only the Commissioner shall summarize in writing his findings of fact. Once the Commissioner's investigation or that of his designee's has been concluded, no additional evidence shall be allowed by any affected party, including all party witnesses. Based on the evidence or lack of evidence obtained during the investigation, the Commissioner shall make a written determination whether a violation of this Constitution has occurred. The Commissioner shall recommend the type and/or extent of disciplinary action to be taken. In case of an Association, the Commissioner shall recommend suspension of the Association, subject to the approval of the Board. The Commissioner shall notify in writing all affected individuals and/or Associations, the Metro Rep and the President (or equivalent) of the affected Association, the Board, and the Executive Committee of his findings, all disciplinary measures imposed, , the right of appeal, and by reference, the applicable appeal procedures. The Commissioner may notify by telephone the Metro Representative and the President of the affected Association pending receipt of the written ruling.
- 11.6. The Commissioner shall rule on all complaints within seven (7) days after receiving the written complaint, provided that, during the playoffs, this seven (7) day period may be waived so that the complaint can be resolved prior to the next playoff game.
- 11.7. A party may appeal the Commissioner's ruling to the Board. The appeal of the Commissioner's decision must be submitted in writing within ten (10) days to the Chairperson of the Board.
- 11.8. All appeals must be adjudicated within seven (7) days after receiving appeal. The seven (7) days will be waived during playoffs so the next game can be played.
- 11.9.1 Any rulings made by the Commissioner for violations of this Constitution will be communicated to all associations via email within 7 days of the ruling.

ARTICLE 12
CHEERLEADERS

Hereafter, cheerleading will be governed by this Constitution. Any violations shall be subject to review and action by the Commissioner.

12.1. Introduction.

12.1.1 The purpose of the cheerleading directors, coaches and squads of the League is to provide

a positive team sport spirit through the development and implementation of a program that offers fundamental, intermediate and advanced training through instructional guidance based upon the age levels of the participants.

12.1.2. Cheerleading squads will be formed based on the criteria outlined in Addendum #4.1, the Cheerleader Age Divisions. Any/all exceptions must be submitted in writing to the Director of Cheering for approval prior to roster night. The League does not recognize mascot auxiliary groups; therefore, younger children will not be permitted to be part of cheerleading squads.

12.1.3. The League's Director of Cheering shall preside over cheerleading matters. The Assistant Director of Cheering shall oversee the compliance to this Constitution via Association cheerleading directors, coaches and squads.

ARTICLE 13 **INSURANCE**

A designee, subject to approval by the Board, shall negotiate a group insurance contract covering the League. Each Association shall be responsible for reviewing the insurance contract and obtaining such other insurance as it deems appropriate. There must be a minimum of 3 quotes presented to the board no later than July 1st to be voted on by the Board.

ARTICLE 14 **AMENDMENTS**

14 The Articles of this Constitution may be amended by two-thirds of the voting Board at a Metro Meeting. Proposed amendments shall be submitted in writing to the League Secretary so that the proposal can be forwarded to all Associations at least fifteen (15) days prior to the Metro Meeting at which the amendment will be voted on.

14.1 The Appendices and Addenda of this Constitution may be amended by a two-thirds vote of the voting Board comprised of the league's president's or their designated proxies. Proposed amendments shall be submitted in writing to the League Secretary so that the proposal can be forwarded to Board Members and all Associations at least fifteen (15) days prior to voting.

14.2 Elected Board Members, Executive Board members and all Associations shall be notified of the approval or disapproval of all amendments to the Appendices and Addenda of this Constitution in writing within five days of voting.

ARTICLE 15 **DISSOLUTION**

If at any time the Executive Board recommends a proposal to dissolve as a Virginia Non-Stock Corporation to the Officers, pursuant to Virginia Code Section 13.1-902, the Associations entitled to vote shall approve or disapprove the proposal to dissolve as provided in Virginia Code Section 13.1-902(E).

APPENDIX A.
PARTICIPANT AND COACH ELIGIBILITY

A.1. Participants

A.1.1. A parent or guardian of each Participant must have their child and themselves, agree to abide by this Constitution by signing the Participant Code of Ethics.

A.2. Coaches

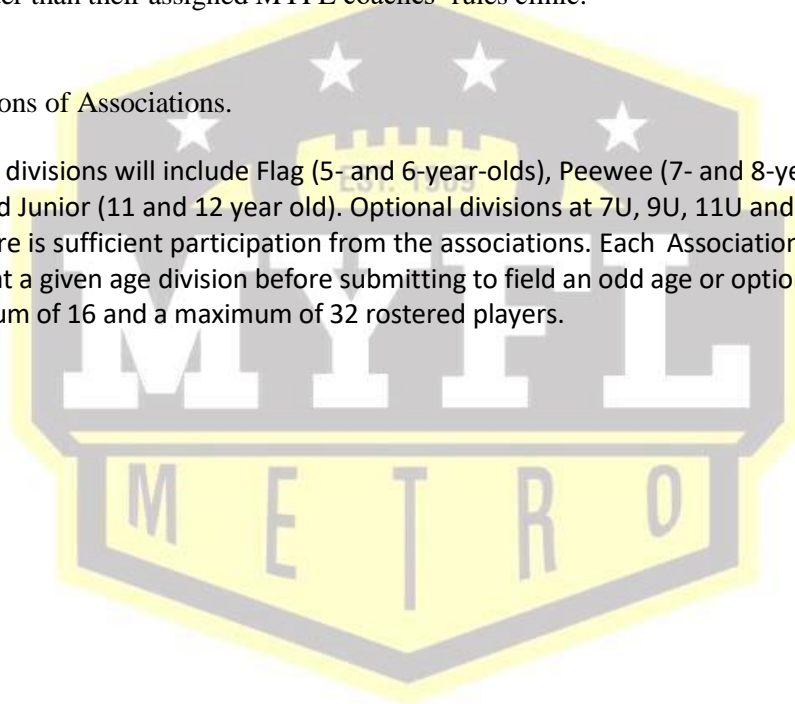
A.2.1. Each Association coach must agree to abide by this Constitution by signing the Coach Code of Ethics

A.2.2. Each Association coach must attend a football rules clinic sanctioned by the League.

A.2.3. Each Association coach, including all Head Coaches and Assistant Coaches must complete any League mandated training and/or certification for the upcoming season no later than their assigned MYFL coaches' rules clinic.

A.3 Compositions of Associations.

Mandatory football divisions will include Flag (5- and 6-year-olds), Pee wee (7- and 8-year-old), Midget (9 and 10 year old) and Junior (11 and 12 year old). Optional divisions at 7U, 9U, 11U and 13U will be offered by the league if there is sufficient participation from the associations. Each Association must furnish the Mandatory teams at a given age division before submitting to field an odd age or optional team. Each team must have a minimum of 16 and a maximum of 32 rostered players.



A.4. Rosters.

A.4.1. In order for any Association Team to be eligible to participate in any League game, such Association shall submit to the League on Roster Night a Roster of the Participants on such Team. If an Association has not timely submitted all of its completed rosters by roster night that Association shall forfeit all of its games until all team rosters are complete.

A.4.2. Prior to submission of Rosters on Roster Night, the Commissioner shall pair together two Metro Reps or alternates to review and approve each Association's rosters. This consist of the proof of Age for each Participant, a current facial photo for each participant (in the form of a current DMV ID or any other approved documentation as deemed acceptable by the Commissioner), and a properly signed Code of Ethics for each Participants and Parent/Guardian. An approved roster is defined as the designee's initials in each of the Participant's Proof of Age column, initials in the Code of Ethics column, the printed name and signature of the designee as well as the MYFL seal (the Proof of Age and Code of Ethics columns must be initialed for all players) submitted on the Official MYFL approved Roster Form for that year.

A.4.3. Check-in.

- A. The Metro Representatives or other Association director of each competing Association will administer check-in.
- B. All coaches on the Commissioner's Roster shall report to Check-in prior to his or her Team reporting to Check-in, and shall then step away from the Check-in. A coach may report for Check-in with the opposing Association's Metro Rep up until game time.
- C. Each football participant will report to check in prior to the game in which he or she will be participating in by providing an original D.M.V. ID CARD or a League approved photo ID worn around his or her neck so it can be seen by the Metro Rep conducting check in.
- D. If a participant is late for check-ins, then every effort will be made by the game day officials to ensure the player is checked-in in a timely manner unless the third quarter has already begun.

A.5. Transfers

A.5.1. After registering with a particular Association for a particular season, a Participant may transfer and register with another Association for such season only if the Participant and such Participant's parent or guardian changes residence, which necessitates the Participant's transfer to another school or release from the original Association, is granted in writing. Special cases may be brought to the Board for consideration. The association must notify the Elected Board within 72 hours with the proper documentation when a participant is release from his or her obligation to play for that association. The Elected Board will make the final decision for a participant to play for another association during

that year.

- A.5.2. During a regular season, a coach or Metro Rep for one Association may not transfer to a second Association if such coach or Metro Rep has participated in any practice sessions or games on behalf of the first Association unless the first Association agrees in writing to the transfer, and the Board approves such transfer.

APPENDIX B.
RULES

- B.1. All League games and activities shall be governed by the current edition of the National Alliance of Football Rules as published and distributed by the National Federation of State High School Athletic Associations, except where otherwise specifically provided in this Constitution. If there is a conflict between any provision set forth in the National Alliance of Football Rules and any provision set forth in this Constitution, the provision set forth in this Constitution shall prevail.
- B.1.1. No tobacco products (cigarettes, cigars, chewing tobacco, etc.) are to be used in any manner while actively engaged during practices, games or other Metro sanctioned events by any coaches or other representatives of Metro. The purpose of this provision is not to prohibit tobacco use by the general public, but rather to ensure that all representatives of the various Associations and Metro set an appropriate example for the children participating in and watching the event.
- B.1.2. No alcohol products are to be used in any manner during any practices, games or Metro sanctioned events. No person under the influence of alcohol or drugs shall be present at any practice, game or Metro sanctioned event. Any party who violates this policy shall be banned for 1 year from all practices, games and Metro sanctioned events.
- B.2. Equipment Rules.
- B.2.1. The official game football shall be a youth football model sanctioned by the Board. The home Team shall furnish a sanctioned football for each game; provided that, the Team on offense has the option of using its own choice of sanctioned football while it is on offense. The following shall be the only sanctioned footballs:
- Flag, 7U, 8U and 9U divisions - Rawlings R5 PW; Wilson K2, Baden FC500PW, Wilson GST-K2, Under Armour Pee Wee, Nike Spiral Tech/Viper Strike Pee Wee Football.
- 10U, 11U, and 12U divisions - Rawlings PRO JR; Wilson TDJ, Baden FC500JR, Wilson GST-TDJ, Under Armour Junior, Nike Spiral Tech/Viper Strike Junior Football.
- 14U division - Rawlings R5Y; Wilson TDY, Baden FC500Y, Wilson GST-TDY, Under Amour Youth, Nike Spiral Tech/Viper Strike Youth Football.
- B.2.2. A football Participant shall be required to use the following equipment:
- A. A mouthpiece. Any child losing his mouthpiece must leave the field.
 - B. For all levels except the Flag level, a NOCSAE approved helmet and facemask with a NOCSAE warning label.
 - C. For all levels except the Flag level, shoulder pads.
 - D. Cleats. However, no metal cleats are allowed.
 - E. An Association game uniform consisting of a jersey, football pants, and team socks. The uniforms for all Participants on a Team must be matching and contain the Association Team colors. Socks must be worn inside the cleats. An Association's game jersey must be tucked in.

F. For all levels except the Flag level, the football pants shall contain kneepads, thigh pads, hip pads and spine pads. At the Flag level, football Participants are not required to wear pads inside the football pants.

G. All Flag level players must be equipped with an MYFL approved helmet.

G1. Approved MYFL Flag helmets are Gamebreaker soft shell.

B.3. Extreme Heat Exhaustion

B.3.1 All associations may practice up to six (6) days a week excluding Sundays until Labor Day. After Labor Day, all associations will be limited to three (3) practices per week. If the temperature is 90 degrees Fahrenheit or more according to an MYFL approved weather application, limit practice to a light workout without helmets and shoulder pads. If the temperature should go down, you may resume your normal practice. By not complying with this rule your association will be assessed a \$400.00 fine and suspension of the head coach.

B.3.2. Practices must have adhered to per the Heat Acclimatization practice chart located in Addendum 9. By not complying with this rule the Association will be assessed a \$400.00 fine and suspension of the head coach.

B.3.3. There should be unlimited access to water during practices. Practices should have predetermined water breaks approximately every 15 minutes. The timing and length of the breaks should be dependent on the environmental conditions. During water breaks Participants should be able to drink as much as they want for the entire break period if they wish.

B.3.4. Metro Reps and Coaches should familiarize themselves with Addendum 10 which educates on heat, hydration and the various heat illnesses. Metro Reps must provide each Head Coach with a copy of Addendum 10.

B.4. Game Rules.

B.4.1 All game fields shall be regulation width and shall be one hundred (100) yards in length. If a one hundred (100) yard field is not available an eighty (80) yard field may be used.

B.4.2 Playoff and Championship games shall be played on a one hundred (100) yard field with working scoreboard, clock and lights.

B.4.3 All fields shall be marked in accordance with the rulebook and both sides roped off the entire length of the field, goal line to goal line. Board approved variations are acceptable. Failure to comply will result in a fine.

B.4.4 There will be a minimum of three (3) and a maximum of four (4) Virginia High School approved officials on hand to officiate before any League game can be played. If there are less than three (3) officials on hand, the Commissioner of MYFL and the Commissioner of Officials are to be contacted immediately by the Metro Reps on site. It is the responsibility of the Team designated the home Team to pay the officials for the game.

- B.4.5 Each game shall consist of four (4) ten (10) minute quarters and an eight (8) minute halftime.
- B.4.6 All games will begin at 9:00 a.m. and will proceed in the following order: Flag, 12u, 10u, 8 . 7U (if one is to be played), 9U (if one is to be played), 11U (if one is to be played) and 13U (if one is to be played).
- B.4.7 Only the Commissioner may cancel games. No individual Association has control of cancellations and rescheduling of games. If for any reason Saturday games cannot be played, the mandatory team games will be played, when possible, on Sunday at the same location as the Saturday schedule. If site conditions or scheduling conflicts interfere with this, the Commissioner shall be responsible for finding alternative locations and or dates to play the games. The rescheduling of the optional team games will be determined by the Commissioner and played in such an order and at whatever locations and or dates as determined by Commissioner. If the Commissioner determines that games cannot be rescheduled within that week, the games can be rescheduled to be added to the end of the season.
- B.4.8 The ball shall be placed on the two (2) yard line for extra point attempts and shall count as two (2) points for a pass, and one (1) point for a run. In addition, extra points and field goals may be scored by kicking method (except for Flags). A successful kick for an extra point shall count as two (2) points.
- B.4.9 No games shall end in a tie, and any games with a tie score at the end of regulation shall proceed into overtime, provided that regular season games shall not go beyond three (3) overtime periods. All playoff games will be played until a winner is determined, with no limit on overtime periods.
- B.4.10 In each game, each football Participant shall play a minimum of six (6) plays. Special Teams do not count towards minimum plays. This rule applies during playoffs.
- B.4.11 Offensive players not wearing eligible numbers do not need to report to the game officials upon entering a game.
- B.4.12 Chain crew and clock operator must be responsible and must be in place before the coin toss. Clock Operators must be certified. Visiting Team is responsible for providing chain crew.
- B.4.13 The Director of Officials will be on-call for all games every game day. They are to be contacted only when there is a blatant, unwarranted or incorrect implication that adversely affects the game in progress. They are also to be contacted when officials fail to appear at the start of the 8:00 game. Both Metro Reps must agree prior to contact of either the Director of Officials or the Assistant Director of Officials. The requirement for either position is that they must be thoroughly knowledgeable of all Metro and VHSL rules.
- B.4.14 As a courtesy it is recommended that the hosting site of any MYFL games notify in advance to the Association playing at their field if there are any changes in the game day schedule, i.e. no mandatory level team or no optional level game, which would cause the time slots to be moved up.

B.4.15 Homecoming activities are limited to one half hour. As a courtesy the hosting Association should at the beginning of the Homecoming game day allow the referees as well as the visiting Association know when Homecoming activities will be observed.

B.4.16. A team may play a game with 10 or more players. Once a team falls below 10 players they shall forfeit game.

B.4.17. Punt Rules

For the 7U optional division, on a 4th down attempt, the team in possession will have the option of (1) running a play, (2) having the referee advance the ball 20 yards or ½ the distance to the goal line inside the opponents 40-yard line, or (3) punting.

The decision to have the referee advance the ball or punt must be made by the head coach and communicated to the referee within 25 seconds after the ball is blown into play or a delay of game will be charged.

If a team chooses to punt, then the following rules apply. The clock is blown dead for the punt, once the ball is snapped both offensive & defensive lines are to stand still. The punter WILL be allowed to get the punt off (e.g. punter drops ball, they can pick the ball up and still punt), after the ball is punted, once the ball is either fielded by the return person for the defense, comes to rest on the field, or goes out of bounds it will be marked at that point. Defenses can have a maximum of two players back to receive the punt. The return person(s) is not allowed to advance the ball. After change of possession, once the referee marks the ball ready for the play and blows the whistle the clock will start to wind.

For the 8U mandatory division, on a 4th down attempt, the team in possession will have the option of (1) running a play or (2) punting * If punting the defensive team can not rush, all players are to remain still.

If a team chooses to punt, then the following rules apply. The clock is blown dead for the punt, once the ball is snapped both offensive & defensive lines are to stand still. The punter WILL be allowed to get the punt off (e.g. punter drops ball, they can pick the ball up and still punt), after the ball is punted, once the ball is either fielded by the return person for the defense, comes to rest on the field, or goes out of bounds it will be marked at that point. Defenses can have a maximum of two players back to receive the punt. The return person(s) is not allowed to advance the ball. After change of possession, once the referee marks the ball ready for the play and blows the whistle the clock will start to wind.

9U through 14U Division punt situations will be handled according to NFHS/VHSL rules.

B.5. For additional rules, which pertain solely to optional level teams, see Addendum 6. If, with respect to an optional level team, there is a conflict between any provisions set forth in this Constitution and any provision set forth in Addendum 6, the provision set forth in Addendum 6 shall prevail.

B.6. For additional rules, which pertain solely to Flag football teams, see Addendum 8. If, with respect to a Flag Team, there is a conflict between any provisions set forth in this Constitution and any provision set forth in Addendum 8, the provision set forth in Addendum 8 shall prevail.

REV 06/2017

B.7. Coaching Rules.

B.7.1. Only the following persons shall be allowed in the coaches' box during a League game:

- A. Coaches listed on the official Association team roster.
- B. Up to two (2) water personnel are allowed on the sideline on game day. They must be under the age of 18 years old; these individuals cannot be listed as a coach on another team's roster.
- C. Up to two (2) certified designated first-aid/medical personnel are allowed on the sideline on game day. They must be over the age of 18 years old; these individuals cannot be listed as a coach on another team's roster.
- D. An Acting Metro Rep and/or Association President.

B.7.2. Each Association coaches and designated Team representatives shall be identified by matching Team colors (i.e. shirts, hats) worn properly. Each squad will be uniformly matched.

B.7.3. No coaching remarks from the chain crew on the sideline.

B.8. Scouting Rules.

B.8.1. Scouting will be allowed only at scheduled League games.

- A. A Participant who is rostered with one Association may not attend another Association's practices without the written approval of the Association in which the player intends to visit. Failure to comply will result in a 2 weeks' suspension for first offense and 1-year suspension for second offense.

B.8.2. Scouting or filming of a game from the announcing press box is permitted if, in the sole judgement of the host team, it can be accommodated without interfering with gameday operations. A videographer from the two teams playing must be accommodated first.

B.8.3. There shall be no scouting at practice sessions or controlled scrimmages when two associations are involved excluding Jamborees that consist of three or more associations.

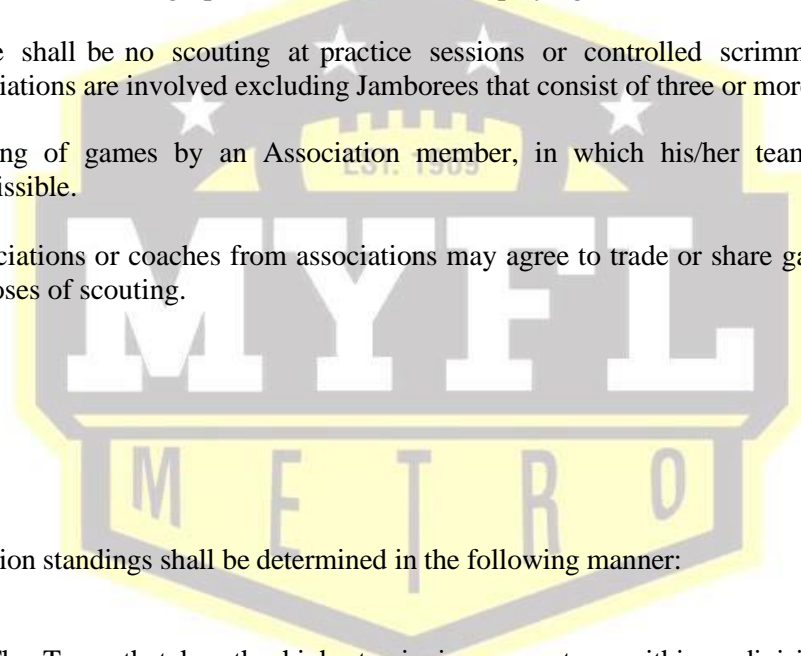
B.8.4. Filming of games by an Association member, in which his/her team is playing, is permissible.

B.8.5. Associations or coaches from associations may agree to trade or share game film for the purposes of scouting.

B.9. Playoffs.

B.9.1. Division standings shall be determined in the following manner:

- A. The Team that has the highest winning percentage within a division shall be the division champion.
- B. If two (2) or more Teams within a division have the same winning percentage, the



division champion will be determined by head-to-head competition during the regular season.

- C. If two (2) or more Teams within a division have the same winning percentage and head-to-head cannot be used to determine the winner, then a coin flip will determine the division champion.

B.9.2. Seeding for playoffs will be conducted as follows:

- A. The division champions shall be seeded first and second.
- B. The division champion with the best overall record will be seeded first, the division champion with second best overall record shall be seeded second.
- C. For the play-offs, the seeding for the third and fourth seeds will be based on the best overall record, regardless of their respective division.
- D. The Executive Committee, by two-thirds vote, may modify the number of playoff teams and resulting bracket for a given division.
- E. The first seed shall play the fourth seed and the second seed shall play the third seed in the first round of the playoffs. The winner of each game will play in the championship.
- F. Playoffs for optional level teams shall be determined and released by the Commissioner prior to the first game.

B.9.3. Any tie for a seeds/seeding will be resolved by using the following tie breakers, ties will be broken in the following order:

- A. Head to head competition during the regular season only if all teams involved have played each other during regular season.
- B. Least number of divisional losses.

- C. Playoff game held in the week prior to the next scheduled game.
- D. Coin flip/drawing straws can be used to break a tie.

B.9.4. A participant must have played in at least four (4) regular season games to be eligible to “participate” in that team’s playoff game(s) unless a participant has incurred an injury or sickness during the season making it unsafe to play during the regular season. In this case, the participant must prove by providing a doctor’s note to the Commissioner before participating in any playoff or championship game.

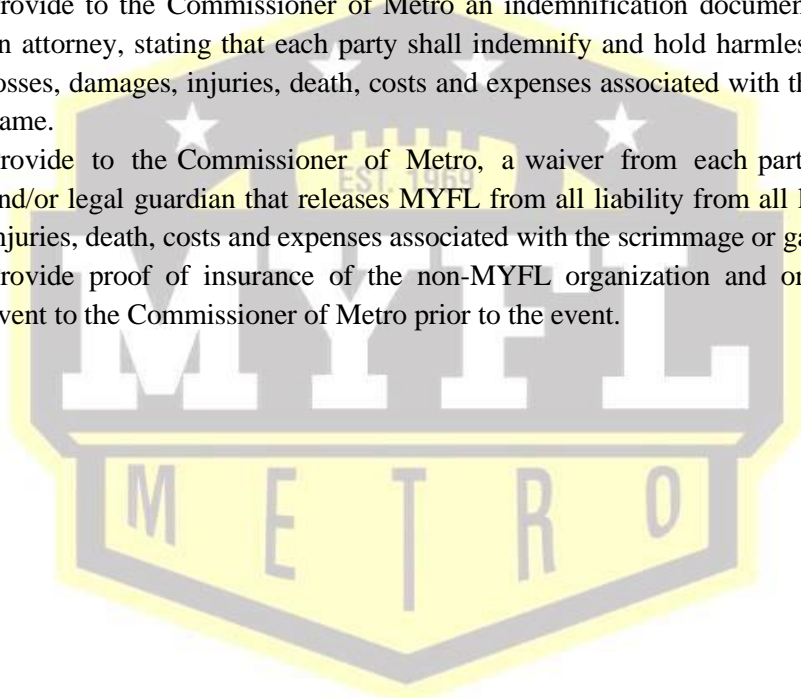
B.10 If in a season a mandatory level team in a division (i.e. Western, Central, Northern, Eastern) has more teams in their respective division than any of the other divisions, there will be a process in which the divisional games for each one of the Associations in that division will be placed in a hat, the team(s) pulled from the hat will not count as a divisional game for that season so that all teams will have played the same amount of divisional games for the season.

B.11 Non-MYFL Scrimmages.

B.11.1. Any Association wishing to scrimmage and or play a game with an association not affiliated with MYFL must adhere to the following:

- A. Notify your intent to scrimmage or play a game to the Commissioner of Metro, in writing, prior to the event.
- B. Provide to the Commissioner of Metro, all contact information of the league or association participating in the scrimmage or game, including confirmation that the participants are of the similar weight and age structure of MYFL.
- C. Provide to the Commissioner of Metro an indemnification document, developed by an attorney, stating that each party shall indemnify and hold harmless MYFL for all losses, damages, injuries, death, costs and expenses associated with the scrimmage or game.
- D. Provide to the Commissioner of Metro, a waiver from each participant’s parent and/or legal guardian that releases MYFL from all liability from all losses, damages, injuries, death, costs and expenses associated with the scrimmage or game.
- E. Provide proof of insurance of the non-MYFL organization and or the sanctioned event to the Commissioner of Metro prior to the event.

B.12 Concussions.



- B.12.1. An athlete who displays signs of a concussion must be removed from play. Before the athlete can return to play he or she must be examined by a licensed physician and released by the physician to return to play.
- B.12.2. The parent of the athlete must provide the player's association and Commissioner of the League a release note to return to football from the physician and also be given the approval by the Commissioner of the League before returning to play.
- B.12.3. Failure to comply with this rule will result in a monetary fine up to \$400 for the association in violation and suspension of the head coach for 4 weeks.
- B.12.4. If an association is found in violation a second time, the association will be fined \$400 and will automatically be removed from the league.
- B.12.5. A second offense by a coach will result in the coach being removed from the League INDEFINITELY.
- B.12.6. If a parent or player is found in violation, the player will be suspended for a minimum of 4 weeks but will not be limited to that time period. Any extension of the 4 week suspension will be determined by the Commissioner and will be evaluated on a case by case basis giving consideration to age and degree of injury of player.

APPENDIX C.
VIOLATIONS AND FOREFEITURES

- C.1. Class A Violations – First time Class A violations shall warrant a penalty of fines, suspensions, or both. Subsequent Class A violations shall warrant a penalty of fines, suspensions, and/or forfeiture. These violations can be appealed.
 - C.1.1 A Participant has falsified document or misrepresentation.
 - C.1.2. A Participant has failed to provide proper documentation at check-in, i.e. DMV ID card, Military ID, Passport, or a picture ID approved by the Commissioner.
 - C.1.3. A Participant has failed to report to Check-In for a game in which he participates.

C.2. Class B Violations. Class B violations shall warrant a penalty of fines, suspensions, and forfeiture. These violations can be appealed.

C.2.1. A Participant who has registered with one Association participates in a game with another Association and that child has not changed schools unless the provisions of article A.6.1 have been met.

C.2.2. The Elected Board shall assess an Association in violation of section C.2 a two hundred dollar (\$200.00) fine, forfeiture of the potentially affected game, and one week suspension of head coach.

C.3. Class C Violations. Class C violations are violations in which the signed agreement between MYFL and the participant, coach, or Association has been breached or the violation is deemed as blatant cheating. These violations shall result in an automatic forfeiture of the said game. These violations cannot be appealed.

C.3.1. A Participant who has participated on a higher League division team participants in a game with a lower League division team.

C.3.2. A Participant who is ejected from a game and plays the following week.

C.3.3. An Association scouts a practice session or controlled scrimmage of another Association.

C.3.4. Coaches Violations

C.3.4.1. A coach who has not signed a Coach Code of Ethics participates in a game.

C.3.4.2. A coach who has not attended a rules clinic participates in a game.

C.3.4.3. A coach who has transferred from one Association to another without written Permission and League approval participates in a game.

C.3.4.4. Any person who has not satisfied all requirements to be a coach pursuant to this Constitution is found in or coaching from the coaches' area on the football field during any game.

C.3.4.5. A coach who has participated in a game from the sideline or coaches box and is not listed on the official roster for that team.

A. For the first violation of Section C.3, the Commissioner may take appropriate action, including forfeiture or suspension. All discipline may be appealed to the Executive Committee.

C.4 Roster Violations

- C.4.1. No approved Roster is provided by an Association Team at Check-in (during half-time of preceding game).
- C.4.2. An Association which has rostered a Team shall forfeit a particular game if that Association has nine (9) or fewer players prior to said game or at any time during said game.
- C.5. If a coach receives an unsportsmanlike penalty during the season, the Commissioner may take any appropriate disciplinary actions necessary, including a warning, suspension, or forfeiture. All disciplinary action may be appealed to the Executive Committee.
- C.6. Suspension penalties.
 - C.6.1. A coach who has been "suspended" may not be involved in practice the week preceding the suspended game or be allowed at the field during the suspended game.
 - C.6.2. A participant who has been "suspended" may not be involved in practice the week preceding the suspended game or be allowed on the sideline during the suspended game.
 - C.6.3. Penalties or suspensions are not affected by cancellations or postponements caused by special circumstances including inclement weather.

APPENDIX D.
CHEERLEADING RULES

- D.1. Conduct and Responsibilities.
 - D.1.1. All cheerleading coaches must be in uniform and identifiable by Association cap, shirt/jacket or whatever is established by the Association as "The Coaches Uniform".
 - D.1.2. Coaches are to spot for all routines that involve a cheerleader leaving the ground.
 - D.1.3. Coaches are to remain in proximity of her team/squad during practices and games, especially during half-time performances. (Go to mid-field with squads).
 - D.1.4. All Cheering Directors and Coaches must attend the cheerleader mandatory rules clinic sanctioned by the League.

- D.1.4.A- The minimum age to be a Junior Coach is 14 years old by the first official day of practice. Any individual under the age of 18 must bring a copy of the birth certificate to the mandatory rules clinic sanctioned by the league.
- D.1.5. All directors will distribute copies of the Serious Incident Report for Cheerleaders to their coaches. Forms are to be completed and returned to the respective directors within a maximum of 48 hours of incident occurring. SIR forms shall be maintained at the Association level for a period of not less than 1 year. The purpose of said form is for reference to any/all insurance claims made to the League. Forms should be completed for bee sting, ankle twists and major accidents.
- D.1.6. Cheerleaders/coaches and any director having direct contact with the team/squads are not permitted to wear jewelry (watches, earrings, necklaces, chains, bracelets, leg ornaments, etc.) during practice and/or at a game. Exception: Individuals who are married or engaged to be married.
- D.1.7. Cheerleaders caught smoking, drinking or using other drugs shall be removed from the squad and appropriate action should be taken by the respective Association. This includes practice and at games.
- D.1.8. Cheerleader's hair must be worn away from the face and off the shoulders during practice and at games. Cheerleaders are permitted to wear hair beads if they are completely secured away from the cheerleader's face. The beads must be secured in a manner that prevents any independent movement of the beads.
- D.1.9. Chewing gum and candy during practice or game is prohibited.
- D.1.10. Fingernails must be kept at a short length at all times (not to exceed the tip of the finger).
- D.1.11. Cheerleaders are not allowed to have anything on their nails. This includes but is not limited to polish, tips, sculptured nails etc.
- D.1.12. Lace up athletic/tennis shoes with socks must be worn for practice and games. No heeled, platform soles, or slip on shoes are to be worn. Cheerleaders should wear shoes designated for cheerleading only. (Ex. Kaepa pyramid, Power Edge n, Nike, Zephz, Hanes, Reebok, Asics, Saucony, Adidas, Converse, etc.) Any cause for an exception is to be submitted to the Commissioner of Cheering.
- D.1.13. Cheerleaders are expected to be respectful at all times.
- D.1.14. Each head coach/designee is encouraged to maintain a first aid kit at every game near the squad.
- D.1.15. Pyramids over two (2) levels high are not permitted.
- D.1.16. All basket tosses should have a minimum of three (3) catchers; 2 bases and 1 back spotter, with the required involvement of coaches as detailed below:
1. In the Flag, 8U and 10U divisions, all basket tosses must have a minimum of two (2) coaches in the catching position.

2. In the 12U and 14U divisions, all basket tosses must have a minimum of one (1) coach in the catching position.
 - D.1.17. Water bottles are allowed in close proximity of the cheerleaders in an area that does not cause a safety hazard.
 - D.1.18. Cheerleaders must be in complete and matching uniforms. Any exceptions must be submitted to the Commissioner of Cheering.
 - D.1.19. Cheering coaches, Cheerleaders and Directors are prohibited from wearing jeans, jean skirts, or any type of jean clothing at any time.
 - D.1.20. Cheering Coaches may wear pocketed pants; however, their coaching shirts must be on the outside covering the pockets.
 - D.1.21. All cheers and dances must be respectful, no explicit lyrics.
 - D.1.22. All music used for cheering must be clean, no explicit lyrics.
 - D.1.23. Cheerleaders should not have temporary tattoos on or visible while in uniform, unless the tattoos are provided by the Association. Any cause for an exception is to be submitted to the Commissioner of Cheering.
- D.2. Practices. All Cheerleading squads shall be limited to a maximum of three (3) practices per week during the regular season.
 - D.2.1 Cheerleading coaches and directors must allow ample time for cheerleaders to complete a warm-up regimen before practices and games.
- D.3. Certification of Rosters.
 - D.3.1. In order for each squad within an Association to be eligible, the Commissioner of Cheering shall assign another Association or designee to verify a copy of the original birth certificate with headshot picture, copy of passport or DMV ID and to verify the birth dates and names listed on the rosters for age-squad agreement. Rosters will also be cross-referenced to ensure completeness and the proper signatures on the Participant Code of Ethics agree with the name listed on the form, in addition to parental/guardian signature.
 - D.3.2. All Association's Cheerleader Rosters are to be typed and submitted to the Commissioner of Cheering in duplicate. Computer generated rosters will be accepted if the format of the roster has been replicated and only from the official MYFL roster and only that information is submitted at roster night to the Commissioner or designee.
- D.4 Cheering Expo
 - D.4.1 All Associations must be a part of the Mandatory Cheering Expo.
 - D.4.2 If an Association fails to participate in the Cheering Expo, the Association will be assessed a \$200 fine. The fine is due at the next schedule Monthly Metro Meeting.
 - D.4.3 All Associations Metro Rep, Alternate, or Board Member must be present at the Cheering Expo for his or her assigned coverage. The Cheering Director CANNOT work your

REV 06/2017

assigned duties.

- D.4.4 If an Association Metro Rep, Alternate, or Board Member fails to report to the Cheering Expo and work his or her assigned coverage, the Association will be assessed a \$200 fine. The fine is due at the next scheduled Monthly Metro Meeting.

METROPOLITAN YOUTH FOOTBALL LEAGUE

PARTICIPANT ELIGIBILITY AND CODE OF ETHICS FORM

The Metropolitan Youth Football League exists to promote the mental and physical development of youth in such a way as to develop high character and moral standards, a sense of competitiveness and fair play, respect for authority, help of your fellow man, and LOVE of God, family and country.

To foster these ideals, you agree to abide by the MYFL Constitution, by-laws and all other rules and regulations of the League and exhibit honesty, fair play, and respect for participants, officials, coaches, and spectators of race, sex, creed or ability.

Your Signature below indicates your agreement to abide with the above and to aid the League in the enforcement in the Code of Ethics by reporting violators in writing to:

commissioner@metrofootball.org

EST. 1969

*This form **must** be signed by all as indicated below and retained by your association with the master registration list for confirmation by the MYFL on roster night in order that the participant be considered a duly registered member of the MYFL and the Association below:*

I understand that I may register with only one MYFL association for a particular season.

Yes { } No { } Association _____

If answered yes to register this year, does he or she have a release from that team?

Yes { } No { }

Participants
Signature _____ Date _____

Parent or Guardian
Signature _____ Date _____

METROPOLITAN YOUTH FOOTBALL LEAGUE

COACHES CODE OF ETHICS

1. I will place the emotional and physical well being of all my participants ahead of any personal desire to win.
2. I will remember to treat each participant as an individual.
3. I will do my very best to provide a safe playing situation for all my participants.
4. I will do my best to organize practices that are fun and challenging for all my participants.
5. I will lead by example in demonstrating fair play and sportsmanship to all my participants.
6. I will insure that I am knowledgeable in the rules of football and that I will teach these rules to all my participants.
7. I will use those coaching techniques appropriate for each of the skills that I teach, remembering that vulgar and obscene language, as well as emotional and physical abuse will not be tolerated.
8. I will remember that I am a youth coach and that the game is for the children and not adults.
9. I will play by the rules of VA High School League (VHSL) and the Metropolitan Youth Football League (MYFL).
10. I will agree to abide by the MYFL constitution, by-laws and all other rules and regulations of the League and to exhibit honesty and fair play and respect for participants, officials, coaches and spectators.
11. I will review and practice necessary first aid principles needed to treat injuries of my participants.
12. Finally by signing this Code of Ethics you are reminded that in youth sports the consideration of the children should be placed above all.

Report all violators of this Code of Ethics in writing to the Commissioner.

commissioner@metrofootball.org



METROPOLITAN YOUTH FOOTBALL & CHEERLEADING MASTER REGISTRATION

Division: _____ **Age:** _____
Association: _____ **Nickname: Colors:** _____ **Phone:** _____
Head Coach: _____ **Phone:** _____
League President: _____

Gameday Check	Players Name (First, M.I, Last)	Jersey #	Date of Birth	ID #	Signed Code of Ethics	Roster Verification
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
13						
13						
14						
15						
16						
17						
18						
19						
20						

Roster approved by: _____

Initials as appears above: _____

Game Day Instructions:

There will either be a "Check Mark" for a participant who has checked-in, an "X" for a participant who did not check-in or an "I" for a participant who is injured.

MYFL STAMP:





METROPOLITAN YOUTH FOOTBALL & CHEERLEADING MASTER REGISTRATION

Division: _____ Age: _____
 Association: _____

COACHES:

		Coach Certified Verification
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		

Roster approved by: _____

Initials as appears above: _____

Game Day Instructions:

Metro Rep must sign-off in the box below after check-in is completed.

Game Day	_____
_____	DATE
_____	_____
CHECKED IN BY (Print)	Association

MYFL STAMP:

MYFL CHEERLEADER AGE DIVISION

<u>AGE</u>	<u>DIVISION</u>
5-6	FLAG
7-8	8U
9-10	10U
11-12	12U
13-14	14U

Any exceptions of this age division must be in writing to the Commissioner of Cheering for approval.

METROPOLITAN YOUTH FOOTBALL LEAGUE

SERIOUS INCIDENT REPORT

ASSOCIATION: _____ HEAD COACH: _____
 _____(Squad) Completed by: _____

Date Report Completed: _____	Incident Date: _____	Type of Report: _____ Initial _____ Follow-up
--	--------------------------------	--

Individual's Name: _____ (please print)
 Date of Birth: _____ Female: _____ Male: _____
 Address: _____
 Telephone Number: _____
 Insurer: _____ (Plan Information)
 Parent's Name: _____ (if applicable)
 Address (if different from above): _____

Time of Accident	Place of Accident	Supervising Authority

Describe fully how injury occurred (please print):

Was incident reported to Metro Rep? _____ Name: _____
 Was incident reported to Athletic Director? _____ Cheering Director? _____
 Were Parents notified of incident? _____ Did child require emergency medical assistance? _____
 Was there proper supervision at the time of incident? _ _____

FOLLOW-UP INFORMATION (Completed by Association's Cheering or Athletic Director)

Extent of Injury: _____ Broken Bone(s) _____ Sprain _____ First Aid Administered _____
 _____ No Injury _____ Hospitalization _____

DISTRIBUTION:

Mail to: **P.O. Box 2918, Henrico, VA 23228**

1. Association Cheering or Athletic Director (original) 2. Commissioner 3. Metro Rep 4. Parent

METROPOLITAN YOUTH FOOTBALL LEAGUE

GUIDELINES FOR OPTIONAL FOOTBALL TEAMS

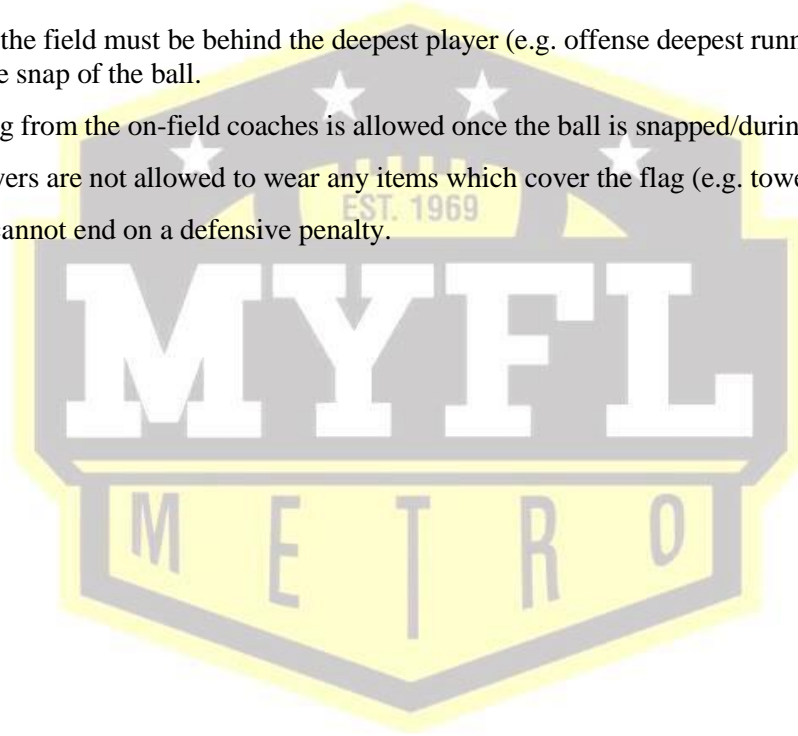
1. An Association wishing to form an optional team within a League division must first register at least thirty (30) participants within that division before splitting.
2. 7U players may be 7 years old in accordance with Article A.5.2.
3. 9U players may be 9 years old in accordance with Article A.5.2.
4. 11U players may be 11 years old in accordance with Article A.5.2.
5. 14U players may be 13 or 14 years old in accordance with Article A.5.2.
6. A “Third” team within one Association (additional optional team) should only be considered after the mandatory team and first optional team in that age bracket fields a minimum of 25 players each.
7. An eight-game schedule will be part of the optional teams make up. Division Standings and seeding’s will be determined in accordance with article B.9.2. of the MYFL Constitution.
8. On game day, when possible, the optional team Schedule will be the same as the mandatory team schedule throughout the season, with some exceptions.
9. Associations must notify the Commissioner and Secretary in writing as to what optional teams they will have by 5:00 PM Friday of the second week of practice.
10. After an association declares an optional team if they do not roster said team they will be assessed a \$200.00 fine per declared team.

METROPOLITAN YOUTH FOOTBALL LEAGUE
FLAG FOOTBALL RULES

1. All Flag Games will begin at 8:00 AM.
2. Flag games will have a running clock with four (4) ten (10) minute quarters and an eight (8) minute halftime. There will be clock stoppages for timeouts and injuries. There will be no overtime in the regular season.
3. There will be no tackling (wrapping arms around a player with exception of intent to pull flag) charging (i.e. purposefully running over or into another player) or stiff-arming. Offensive penalty enforcement: 15-yard penalty from the point of the infraction and loss of down. Defensive penalty enforcement: 15-yard penalty from the point of the infraction and an automatic first down for the offense. The penalty will be considered an unsportsmanlike foul. If the infraction continues from a player, he will be ejected from the game on the 3rd penalty assessment.
4. There will be no blocking below the waist, 10-yard penalty from the point of the infraction.
5. There will be no guarding of the flag, 5-yard penalty from the point of the infraction.
6. All Flag teams will wear the 3-Point Flag Belt that may only be obtained through MYFL – Flags must have a contrasting color than any color on pants, all players on the field must wear flags. Minimum length is 15 inches. Failure of ball carrier to comply will result in loss of down and the ball returned to the original line of scrimmage. Ball carrier must have 3-point belt on to advance the ball; otherwise, it is a dead ball where the flag land. NO EXCEPTIONS!!!
7. At the start of the game and the second half, the ball will be put onto play by the team in possession from their own 25-yard line. There will be no punting. In lieu of punting, the team in possession will have the option of running a play or having the referee advance the ball 20 yard or ½ the distance to the goal line inside the opponents 40 yard line.
8. Two (2) coaches per team will be allowed on the field during play. Only one (1) coach per team is allowed to make contact with the officials, if necessary.
9. Two time outs per half will be allowed. For playoff overtime games each team will have one (1) time out per overtime.
10. MYFL approved flag helmets must be worn by all flag participants while involved in games or scrimmages (whether at practice or versus another team). Butt, hip, thigh and knee pads for pants are allowed but not required - a mouthpiece is required – Only METRO approved footballs will be used. Teams are allowed to use a sanctioned ball of their choice during offense.
11. A fumble is a dead ball at the point of lost possession.
12. No down field blocking is allowed. Down field blocking is defined as initiating a block more than 5 yards beyond the line of scrimmage.
13. All defensive players on or between the tackles on the scrimmage line must be in a three-point or four-point stance.

REV 06/2017

14. A player cannot make contact with the offensive center or line up over the center (such as a nose guard) until the quarterback receives the ball from the center, including long snaps. This violation will be considered unsportsmanlike conduct, penalty 15 yards.
15. An association must have 2 sets of opposite-colored flags. As a courtesy Metro Reps should be in contact the week prior to a game to identify what color each team will be wearing.
16. Teams (Home/Visitor) must wear opposite colored flags.
17. All players for a team must have on the same-colored flags.
18. Coaches on the field must be behind the deepest player (e.g. offense deepest running back, defense safety) at the snap of the ball.
19. No coaching from the on-field coaches is allowed once the ball is snapped/during the play.
20. Skilled players are not allowed to wear any items which cover the flag (e.g. towel, hand warmers).
21. The game cannot end on a defensive penalty.



METROPOLITAN YOUTH FOOTBALL LEAGUE

HEAT ACCLIMATIZATION PRACTICE CHART

* Practice is defined as time on the football field (including warm-up, stretching, breaks, cool down, and conditioning) and must not exceed 2 hours.

AREA OF PRACTICE	PRACTICES DAY 1 THROUGH 5					PRACTICES DAYS 6+	PRACTICES AFTER LABOR DAY
	DAY 1	DAY 2	DAY 3	DAY 4	DAY 5		
Max # of practices per week	6 (Sunday's not permitted)						3
Equipment	T-shirt & shorts only	Helmets only	Helmets & Shoulder Pads only		Full Equipment		
Maximum Duration of Practice	2 hours						
Contact	No Contact		Contact only with blocking sleds/dummies			Full Contact	

METROPOLITAN YOUTH FOOTBALL LEAGUE

Heat, Hydration & Heat Illnesses

HEAT & HYDRATION

The environment, equipment, and intensity of the game of football can place athletes at risk of heat illness. Heat illnesses represent conditions resulting from heat stress and can range from minor to severe. In particular, exertional heat stroke is a life-threatening emergency. Athletes may not realize when they are reaching their limits, so it is important for coaches to be able to modify practices to reduce the risk and learn to recognize and manage heat illnesses.

HOW DOES THE BODY HANDLE HEAT?

High body temperature is a major risk factor for developing a heat illness. During exercise, working muscles produce heat, which is stored in the body until it can be released into the environment. The environment can add heat to the body through high air temperature and radiant heat from the sun. Sweating is the body's best way to get rid of heat. As sweat evaporates from the skin, heat is transferred away from the body; however, as relative humidity increases, the body's ability for sweat to evaporate from the skin decreases. This results in greater heat storage, load and potential for exertional heat illnesses.

HOW DO WE PROTECT OUR ATHLETES?

The best way to protect our athletes is to modify the risk factors that are responsible for causing heat illness. These factors can be both outside the athlete's control and factors unique to the specific athlete. Changing practice times, removing equipment, providing more breaks, not participating while sick, proper hydration and becoming acclimatized to the heat are all ways to help reduce our athletes' risk.

WHAT IS HEAT ACCLIMATIZATION?

Heat illnesses are most common during the first 5 days of practice. Heat acclimatization takes an average of 10-14 days to get the full benefits. Heat acclimatization is a series of adaptations that helps the body prepare for exercise in the heat. These changes help the body to maintain lower temperature and heart rate, enhance sweating and store more water.

WHAT TYPES OF FLUID SHOULD BE USED FOR HYDRATING?

Water is both the least expensive and most accessible fluid to be used during exercise. Sports drinks contain electrolytes, sugar and water which provide important nutrients during exercise. Water is appropriate for all types of exercise, but sports drinks are recommended for intense exercise that is greater than 60 minutes or during intense exercise in the heat.

WHEN SHOULD ATHLETES HYDRATE?

Athletes should hydrate BEFORE and DURING practice. BEFORE:

- Hydrate BEFORE practice with 16-24 oz. of water or sports drink. DURING:
- Athletes must have unlimited access to water; be able to drink as much as they want; and be able to drink for the entire break period.
- Athletes should have access to sports drinks when exercise is greater than 60 minutes or if exercise is going to be intense and in the heat.
- All practice sessions should have predetermined breaks approximately every 15 minutes.

METROPOLITAN YOUTH FOOTBALL LEAGUE

ZERO TOLERANCE POLICY

Any player, coach, or assistant coach who is ejected from a game by an official will receive a four quarter suspension. For example, if the ejection occurred in the 2nd quarter of a game then the player/coach/assistant coach can return to the 3rd quarter of the subsequent game. All suspensions can be appealed to the Executive Committee. For a second offense in the same season the suspension will be 8 quarters. For a third offense, the suspension will be for the remainder of the season to include play-offs and All-stars.

Any board member, football or cheering coach, parent/guardian, official or spectator who shows the following behavior: fighting, abusive language, and/or confrontational with an official or metro rep will result in a one (1) season suspension from all MYFL EVENTS.

Players should direct all cheering towards their own teammates and shall refrain from taunting, criticizing or jeering at opposing players. There will be no badgering, name-calling, or use of foul language directed at an official, coach, player, or spectator. This will not be tolerated.

OFF-SEASON DISCLAIMER

Any activities, including (but not limited to) conditioning, practices, weight training, camps, scrimmages and games occurring prior to the start of the MYFL season **ARE NOT** governed by the MYFL. The MYFL assumes no responsibility and is not liable for any activities conducted outside of the MYFL season. Any activities performed by individuals outside of the MYFL season are at the sole discretion of the individual and their parent/guardian and will be at their own risk. The MYFL season runs from the first scheduled MYFL practice and ends on the date of the last MYFL sanctioned event.