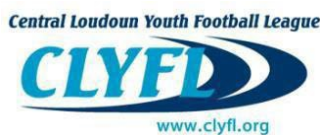


# 2024 LYFA Operations Manual

LYFA Board Approved – March 21, 2024



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# Article I. League Administration

## Section 1. Membership

- A. Membership is based on invitation, acceptance, and agreement of all existing LYFA Members.
- B. Members are free to leave at any time.
- C. By accepting and agreeing to membership, each league agrees to abide by the rules, regulations, and procedures, set forth in this document; and the appropriate rules set specific for Tackle Football, Ultimate Flag, Developmental Contact Football Playing Rules (D League) / & Flag Football.

## Section 2. Governance

- A. LYFA will be administered by a Commission, “LYFA Commission” defined as follows:
  - Each Member board league’s President. Existing presidents of each Member league responsible for implementing procedures and guidelines set forth in this LYFA Operating Manual, ensuring compliance in each member league and working with LYFA and other league presidents to resolve issues and ensure compliance.
  - A “LYFA Representative” from each Member League; this individual will be selected by Member League Board approval and can be an individual position on the board, or a responsibility managed by a current board position. For example, Vice President or Secretary.
- 1. Responsibilities. Members of the LYFA Commission will do the following:
  - Host and chair all LYFA meetings
  - Establish and maintain appropriate rules of order for each LYFA meeting
  - Document and publish meeting minutes
  - Establish member league game and playoff schedules
  - Work with LYFA Member leagues to grow youth football throughout our community
  - Ensure compliance to all LYFA rules and regulations
  - Function as the primary agent to enforce the LYFA Interleague Resolution Dispute Process (see Article I, Section 2.B).
- B. Interleague Resolution Dispute Process
  - 1. When issues arise between leagues either because of game play or operational issues between Members the aggrieved Member league

President may request that the LYFA Commission initiate the Issue Resolution Dispute Process.

2. The process will be chaired by an appointed LYFA Representative not affiliated with the disputing member's league.
3. All league members agree to adhere to the final recommendations of the LYFA Commission, abide by all rules and regulations set forth in this document to remain members of LYFA.
4. Issues that may be considered include, but are not limited, to the following:
  - Coaches or board member conduct (i.e., Code of Conduct)
  - Ensuring minimum play count
  - In process violations
  - Draft process.

All Member leagues may request the LYFA Committee to investigate issues, upon LYFA Commission approval.

## **Article II. League Structure**

### **Section 1. Divisions**

- A. The league will be comprised of the following contact football divisions:
    1. The "A" division will consist of players in grades 7 and 8 (players enrolled in High School are ineligible). Teams will be split by grade.
    2. The "B" division will consist of players in grades 5 and 6.
    3. The "C" division will consist of players in grades 3 and 4.
    4. The "D" division will consist of players grades 1 and 2 (5-year-old must have parental supervision at all events).
- \* Players may advance up to the next division with Board approval.

### **Section 2. Teams**

- A. The composition of teams within a division is based on the number of players registered in each division ("A", "B", "C" and "D"). Division rosters will be set as follows: A, B, and C divisions are recommended to have no less than 17 players on the roster at the conclusion of the draft; D divisions are recommended to have no less than 12 players. Each Member's board retains the flexibility to modify roster sizes to account for the quantity of registrations

and will work together to ensure that roster sizes remain as even as possible at each division.

1. The Member's board must approve any transfer of players between teams within a division. Reasons for a transfer might be to get siblings onto the same team or other extenuating circumstance.
2. A complete roster of each team shall be submitted to the LYFA Commission at least one week before the first scheduled official league game. This roster must be provided to the LYFA Commission in numerical sequence according to jersey number. It must include the player's full name, phonetic spelling, weight, and jersey number.
3. Each Member's board is responsible for maintaining team rosters to include the Player Advancement Forms of any players who have moved from one division to another. Head Coaches must sign the roster certifying their concurrence with the Bylaws.
4. Waiting lists will be established in A, B, C and D Division by each Member when the total number of players registered exceeds the number of teams supported within the division. Each Member's board will determine when to close registration and to begin a waitlist of players. Newly registered players and advancement applicants will be added to this list on a first come first serve basis based upon the following criteria:
  - a. When registration to the division is closed all subsequent registration and advancement applicants will be required to register without paying the registration fee as well as participate in league evaluations, to be added to the waitlisted players.
  - b. If a team loses a player after the draft, a waitlisted player will be assigned to that team. Waitlisted players will typically be assigned on a first-in, first-out basis, but the Member's board will have final approval over these assignments to ensure competitive balance among teams. Players can still be added up to the end of the second week of practices.
5. The Member's board will determine team names and colors. No changes may be made without prior Member's board approval.

# Article III. Participation

## Section 1. Residency of Participants

- A. Participation is open to children that reside in Loudoun County and the surrounding areas. Special consideration for participation by children outside of these areas shall be made on a case-by-case basis considering transportation needs, necessity because of parental scheduling. Children are required to register in the league that their school district falls in for that calendar year. Any player found to be registered with a LYFA league outside their school district, without getting approvals, per Section 3.D below, may forfeit their registration for the current calendar year, and not be allowed to play.

## Section 2. Age of Participants

- A. Football participation is open to players in Grades three (3) through eight (8) and up to age fourteen (14); excluding those who will enter the ninth grade during the participating season. Participation per division is as follows:

| Division | Grade            | Age Cutoff                                          |
|----------|------------------|-----------------------------------------------------|
| A8       | 8th grade        | Up to 14 years old as of 9/30 of the current season |
| A7       | 7th grade        | up to 13 years old as of 9/30 of the current season |
| B        | 5th & 6th grades | up to 12 years old as of 9/30 of the current season |
| C        | 3rd & 4th grades | up to 10 years old as of 9/30 of the current season |

- B. All participants must be officially registered through the Board approved registration process.

## Section 3. Registration Process

- A. For team selection, the Member league will provide each participant with an official registration form to be completed and submitted prior to participating in pre-draft workouts, or team practices. Registration will be accomplished using an on-line, internet service.
- B. Registration fees will be established by each Member's board prior to the commencement of registration each year. Participants may not engage in any other organized football program besides that which may be required within a school's physical education program during the season. LYFA Members will compare registration prior to the draft and ensure that players are only registered with one league.

Under no circumstances are players allowed to be registered in more than one LYFA organization prior to the draft. Once registered and drafted to a team within LYFA, the player must play on the team that drafted them, no exceptions. If it is discovered a player is registered in more than one

system, said player may forfeit his/her rights to play in any LYFA league for that season. Registrations will not be refunded.

- C. If a player would like to register and participate in a member league which their assigned school district does not fall under, the player/parents must get written approval from the league that they are supposed to participate. If a player is registered without getting written approval from the Member league, the player will be removed from the league and not be permitted to play in LYFA for that calendar year, without the LYFA Commission's approval.
- D. Players who register, and do not attend one of the evaluations required by the league they are registered in, will NOT be entered into the draft unless the parents communicate to the league via email, confirming the player is participating.
- E. All contact football players are required to submit a doctor's statement each season, dated within 12 months of participation in practice, certifying that they are physically able to participate in contact sports. Any visit to a physician due to an injury during the season requires a doctor's release prior to being reinstated to participate in practice and games.

#### **Section 4. Weigh-In Process (Tackle Football)**

- A. A contact football player's weight shall be recorded at a pre-draft workout as approved by each Member league. All players will be weighed with the minimum requirements of shorts, shirt, and shoes. Any player not weighed prior to the first week of practice will be ineligible to carry the ball until weighed in by a member of the Member league board. This weight will be the player's official draft weight. At this point, any player who weighs above the running back weight, will be a Red Dot for the season.
- B. During the weigh-in process any player whose weight is between two whole numbers will have their recorded weight be rounded to the nearest whole number (e.g., 5lbs and higher will be rounded up and .4lbs or lower will be rounded down).
- C. A maximum weight for running backs will be determined by the LYFA Commission for each tackle division (see Addendum 1), except for "D League" which will have no running back weight limit. Member Board will announce the running back weight limits prior to team selections. Determination of maximum weights will be based upon safety for all players and will include an analysis of the weights recorded for all registered players within a division. The LYFA Commission will be responsible for documenting the process for determining weights prior to establishing the weights each season.
- D. The LYFA Commission will set weigh dates for everyone prior to the earliest league draft. This will be each participant's official weight for the season. All

players must attend a weigh-in to participate. If the participant cannot make the weigh in, then LYFA will allow you to attend draft day for the league to capture weight. Players not meeting these maximum weights will be a red dot, and ineligible to carry the ball for the remainder of the season (to include ALL play-off games). When designated the status of "red dot", a player cannot have their status changed. Players who weighed in during evaluations or pre-draft that were over the running weight, will not re-weigh and will be red dots for the season.

\*All weights taken during pre-draft weigh-in are official. Specifically – once a red dot, always a red dot.

E. Summary:

1. Weigh-in #1: League assessment or pre-draft weigh-in. This establishes the official weight for the season. If a player weighs-in over the running back weight during this process, players are either a green dot, or a red dot for season.
2. Weigh-in #2: This is for all players who were below running back weight and within a certain range determined by LYFA. This will occur at mid-season.
3. LYFA, and its organizations, reserves the right to re-weigh any player at any time during the season. Player weight protests are limited to one (1) per player during the season. The league(s) receiving the weight protest must re-weigh the player within 48 hours after the game and provide video evidence to all LYFA member leagues. In-game player re-weighs are not permitted.
4. All player weight protests from week 1 to week 5 of the regular season shall have the five (5) pound grace prorated based on the timing of the re-weigh. Once the mid-season re-weigh process occurs between week 5 and 6, the full five (5) pounds will be applied to all players within 10 pounds of the running back, green dot, and red dot weight limits.

## **Section 5. Draft Process**

- A. New players to a division shall be assigned to a team through a common draft procedure approved by the Board. "D" division players assigned to teams by way of grade. The objectives of the draft are as follows:
1. To ensure that every registered player that attended a workout is selected and assigned to a team.
  2. To ensure that player talent is distributed equally among teams.
  3. To ensure that no team dominates play through selective player recruitment from year to year.

- B. New players who do not attend an evaluation prior to the draft will be assigned a team at the draft by a blind draw, as administered by each Member league. Returning players who are unable to attend evaluations will enter the common draft.
- C. The order of the draft will be determined by the following:
- D. In cases where divisions are not retaining players from the prior year, then a blind draw will determine draft order. The blind draw will consist of coaches drawing from a hat, or card deck to determine draft order, as executed by each Member league in cases where divisions will be retaining players from the prior year, then the previous year's regular season record, with the team finishing last drafting first and the team finishing in first place drafting last.
- E. A grade-based draft will be used; meaning a draft of the older players in the division will take place first, followed by a draft of the younger players in the division. If there is no retention in the division, then the draft order for the teams will remain the same for both the older and younger players. If there is retention in the division, then the draft order for the teams will be reversed for the younger players.
- F. For the older-age players in the draft, the draft order will remain the same for each round. For younger-aged players, the draft order will be reversed after each round (i.e., the team with the first pick in the draft, will pick last in the second-round draft).

Head Coaches may identify assistant coaches that will support their team throughout the season. There will be 3 coach freezes allowed per team, one (1) for the child of the head coach, and two (2) for the child of the two approved assistant coaches. The identification of these player freezes must be made prior to the first evaluation conducted by the league. **ALL COACHES AND COACH FREEZES ARE SUBJECT TO MEMBER BOARD APPROVAL.**

*Note: This may not be recognized by all leagues, please consult your league board.*

- G. The player freezes for each team will be placed according to their respective draft ranking. Prior to the draft, the evaluators will provide their input on players that are locked into coach freezes to determine where the player should be taken in the draft. Based upon this input, the player will be slotted in a specific round. This process will also apply to siblings of freezes and siblings of returning players.
- H. Siblings in the same division will be assigned to the same team during the draft (unless otherwise requested by parents). Once a sibling is drafted all remaining siblings will be assigned to the team according to the predetermined round ranking for each player.

- I. After the draft has been completed, trades can be made with Member Board review/approval; all trades must be made before any and/or all coaches and Board members exit the draft room. Trades can only be made for players of the same grade.

## Section 6. League Provided Equipment

- A. The Member league will provide each contact football participant with no less than the following equipment: helmet, shoulder pads, and game jersey.
- B. Each team will be furnished with a first aid kit, equipment repair box, tackling dummies and blocking shields, footballs, kicking tee, a water cooler, and water bottles.
- C. Player's names on jerseys are prohibited. Exceptions are permitted with written permission from the LYFA commission.
- D. Hard casts (including any plastic or metal) are permitted if a doctor's release form is provided, and it is wrapped by approved league trainers, and all the above is approved by the referees prior to kickoff of the game. A Board member will ensure this process.
- E. No coach/team may make changes or substitutions to the league issued football and cheer uniforms without prior approval from the Board of Directors.
- F. The size footballs used per division will be as follow:

| Division | Wilson Brand | Nike Brand |
|----------|--------------|------------|
| A8       | TDY          | Size 8     |
| A7       | TDY          | Size 8     |
| B        | TDJ          | Size 7     |
| C        | K2           | Size 6     |
| D        | K2           | Size 6     |

\*Under Armor footballs are not allowed for use in game play.

# **Article IV. Coaches**

## **Section 1. Requirements and the Selection Process**

- A. Persons wishing to be considered for Head Coaching positions shall apply to the Member Board.
- B. The Board must review and approve all persons selected for Head Coach.
- C. Each Head Coach appointed by the Board shall retain the position for one year or until dismissed by action of the Board. Coaches will be evaluated at the end of the year and/or the beginning of the next season if he or she wishes to return. He or she shall be subject to removal at any time for actions deemed detrimental to the objectives and goals of the league.
- D. Each appointed Head Coach must select an Assistant Head Coach (subject to approval of the Board) who will be responsible for performing the duties of the Head Coach in his/her absence. The Assistant Head Coach will be subject to the same qualifications and requirements as the Head Coach. The Head Coach may appoint other Assistant Coaches and/or Parent Volunteers.
- E. All Head Coaches, and appointed Assistant Coach must possess a coaching certificate through the USA Football certification program ([www.usafootball.com](http://www.usafootball.com)). Coaches are also subject to a background check and must be willing to provide personal information for processing this check.
- F. All Coaches must attend the league's specified Coaches Training and should be CPR certified.

## **Section 2. Responsibilities of a Head Coach**

- A. The Head Coach will be responsible for the following:
  - 1. To issue and collect, through appropriate team representatives, required documents, fees and equipment.
  - 2. To submit team rosters, player ratings prior to team selection, team game scores, injury reports, game participation reports, and other paperwork required by the Board or as stated by these Bylaws.
  - 3. To know and to uphold the league rules and to be able to advise players and parents as to their interpretation.

4. To schedule and to supervise all practices within Board guidelines.
5. To provide each player with the opportunity to participate and become an integral part of the team.
6. To teach each player the skills and fundamentals associated with the game.
7. To maintain discipline of all players and team representatives and report all actions or problems concerning players or teams affecting eligibility or participation to the Board.
8. To be responsible for the assignment of team parent volunteers to support the various league volunteer functions.
9. To perform other duties incident to the position as required by the Board.
10. To always ensure the safety and wellbeing of players during league events.
11. To adhere to the Coaches Code of Conduct.

## **Article V. Administering Policies**

### **Section 1. Practices**

- A. Practice may not be held prior to the date specified by the Board. The first five (5) practices are dedicated solely for conditioning, where only helmets (not shoulder pads) may be worn for three (3) practices and helmets plus shoulder pads are worn for two (2) practices; no contact is allowed during these practices. A player must present a signed physical form from an accredited physician and participate in a minimum of three (3) conditioning practices (not more than one (1) per day) prior to any contact. During conditioning practices, only helmets (not shoulder pads) may be worn. Practice with full equipment and player contact is prohibited prior to the date established by the Board.
- B. The practice week shall be Monday through Saturday. No practice may be longer than two (2) hours. Practices will be limited to 2 hours prior to the first day of school and 90 minutes during the school year. Practices are permitted per the following schedule:

| Division | Week #  | Allowed Practices |
|----------|---------|-------------------|
| A        | 1 - 2   | 5                 |
|          | 3       | 4                 |
|          | 4 - End | 3                 |
| B        | 1 - 2   | 5                 |
|          | 3       | 4                 |
|          | 4 - End | 3                 |
| C        | 1 - 2   | 5                 |
|          | 3       | 4                 |
|          | 4 - End | 3                 |
| D        | 1 - 3   | 3                 |
|          | 4 - End | 2                 |
| Flag     | 1 - End | 2                 |

*\*A midweek league scheduled game shall not count against the team meetings/practices during weeks with a 3-practice limit*

*\*Team parties or film sessions are allowed and will not count against the weekly practice limit. Providing no physical team drills/practices are organized during these sessions.*

- C. For player safety, all coaches will conclude practice prior to darkness unless practice is held on a properly lighted field. PLAYERS MUST BE PROVIDED TRANSPORTATION FROM PRACTICE OR THE COACHES MUST WAIT UNTIL ALL PLAYERS HAVE BEEN PICKED UP. Practice will end immediately when thunder is heard, and/or lightning is visible from the practice area.
- D. In the event of practice called due to inclement weather, practice will not be made up if it has exceeded 45 minutes in duration. It will then be considered a full practice.
- E. Contact in practice sessions or games is prohibited unless two (2) coaches are present at the same location. Any violation of this regulation may result in disciplinary action or dismissal of the coaches involved.
- F. Preseason scrimmages against any team outside the league require prior approval of the Member's Board and a Board member must be present. Each League must have adequate insurance coverage. Scrimmages within and among LYFA are allowed.
- G. If fields are closed due to weather, no team shall conduct practice at an alternate location (e.g., indoor practice, practice on blacktop, etc.). Team parties or film sessions are allowed and **will not** count against the weekly practice limit.

## **Section 2. Game Officials**

- A. Each Member Board shall contract for game officials. If at least two (2) contracted game officials are present (for A, B, and C, the game must be played, unless otherwise approved by the Board. Officials for D may be conducted using paid volunteers and volunteers.
- B. The assigning commissioner of the contracted Association shall assign officials to games.

## **Section 3. Regular Season Games**

- A. For all games, the league is required to identify the availability of one of the following: a medical doctor, registered nurse, and a rescue squad or have telephone access to such healthcare providers. A Board member or designate will be present at each game to maintain order and contact with facility attendants.
- B. The home team must furnish three (3) capable persons (preferably adults) to function as the chain crew. These persons should be ready to work at least fifteen (15) minutes before game time. The chain crew will operate from the home team's sideline.
- C. On fields so equipped, the scoreboard clock will be used, provided an adult timekeeper operates the clock. The official's clock on the playing field will keep the official game time.
- D. Each team is permitted to have nine (9) individuals on the sideline during a scheduled league game. Where no more than (7) may be coaches, managers, statisticians, or persons filming and up to two (2) individuals to provide water for players. The Coaching Box is a 6 ft x 150 ft area, behind the restricted sideline area, between the 25-yard lines goal to goal. All coaches must remain in the Coaching Box between plays. At the snap of the ball only two (2) coaches may be in this area. All players, team managers, statisticians, film/camera operators, and water carriers must always be in the Team Area behind the Coaching Box. Authorized personnel are allowed to leave the team sideline area during the game, if given league board approval. Failure to obey this rule may result in a sideline warning and penalty from the officials. (See Addendum 6 for football field diagram with specified areas)
- E. If a game is interrupted (suspended) due to inclement weather, the game will proceed later with the same score, field position, time and down as when the game was stopped. The Member Board will reschedule all make up games as soon as is practical. If the game is suspended before half time, a coach from each team must initial a sheet indicating score and location of the ball. If play is suspended during the second half, the game will be considered complete, and the score will stand. Playoff games may be managed differently and at

the discretion of the LYFA Commission.

- F. Cheerleaders will be allowed inside the spectator retaining fences, but must remain between the twenty (20), and thirty-five (35) yard lines.
- G. Possession or consumption of alcoholic beverages, intoxicating substances or illegal drugs at any park, playground or athletic facility is prohibited. The result may be reprimand, probation, or suspension from Loudoun County PRCS and Loudoun County Public Schools facilities.
- H. Any violation of the League Bylaws, Ops Manual, Code of Conduct, County Code of Conduct by a coach, player or spectator will result in an investigation by the LYFA Commission for appropriate action (i.e., Probation or permanent suspension from league activities).
- I. No protests are allowed in game situations except protests involving player eligibility. Appeals must be filed in writing with the LYFA board within twenty-four (24) hours after completion of the game in question. The full Board will make all decisions concerning appeals.

J. of the following penalties:

1. Spearing
2. Late hit
3. Unnecessary roughness
4. Unsportsmanlike conduct (15 Yard Only)

Not only will the standard game penalties be enforced, but the following additional actions will be taken over the course of the season:

- 1st time: Player is removed for the following play. Warning issued from coach to player.
- 2nd time: Player is suspended for the remainder of the game.
- 3rd time (*during season*): Matter will be referred to the Board for disciplinary action. Such action may include suspension for the remainder of the season.

- K. The Head Coach will be responsible for logging the foul and player number and providing that information to the league at the end of every game. Each type of penalty is unique in terms of counting towards the additional penalties.
- L. Overtime - During regular season games, if a game should end in a tie after regulation, then for C division, one overtime period would be implemented (each team would have one offensive possession). For B and A division, two overtime periods would be implemented if necessary. If the score is tied after

the overtime, then the game ends as a tie.

1. For playoff games, there is no restriction on the number of overtime periods.
2. As per VHSL rules, each offense will have possession of the ball as it is placed on the defense's 10-yard line for each overtime period.

## **Section 4. Playoffs/Championship Games**

- A. All rules identified under the Regular Season Games apply to Playoff/ Championship games.
- B. At the conclusion of regular season play, the Win/Loss record of each individual team will determine the final standings. Head-to-head Wins will be used as the first tiebreaker between teams. Second tiebreaker will be based on the team with the lower "Total Points Against." In the event of a third tiebreaker, a coin toss will determine higher seed.
- C. The minimum player participation rule described in this document will also apply in the play-off and championship games. The Board must approve any exceptions.
- D. Playoff formats will be published in the appendix to the LYFA Operations Manual

## **Section 5. Awards and Recognition**

- A. Appropriate Awards to signify participation on the teams of the League will be determined by the Board on an annual basis. These awards may be presented to all teams and squad members, including coaches, squad coaches and cheerleaders.
- B. Teams may issue helmet stickers to reward player participation.

# **Article VI. Player Participation Rules**

## **Section 1. General Guidelines**

- A. The VHSL Football Rule Book will govern all playing rules, except as documented in each league's rules document (i.e., Tackle, Ultimate Flag and/or Flag).

- B. All players must wear a mouth protector and protective cup along with the other equipment required by the High School Federation rules. The mouthpiece must be of good quality and will be attached to the helmet if it is clear (i.e., colored mouthpieces are not required to be attached). All helmets must be league issued/approved with a facemask. Only clear visors are permitted. The coaches and officials will not allow any player to participate in practices or games who does not wear the required equipment.
- C. Players may wear rubber-molded football/soccer shoes or plastic screw-in cleats. No metal cleats are allowed.
- D. For safety and injury prevention, jewelry such as wristwatches, bracelets, neck chains, earrings or any other item that may be deemed dangerous by the referee may not be worn during practice or games.
- E. When blood is found on a player's uniform, the player should be removed immediately from the game and the blood should be wiped with alcohol or hydrogen peroxide. Understanding that blood will stain, after wiping the blood dry, the player may continue to participate in the game. The Head Coach should indicate to the officials that the player has re-entered, and the blood has been wiped dry.
- F. As per Article II, hard casts (including any plastic or metal) are permitted if a doctor's release form is provided, approved league trainers wrap it, and all the above is approved by the referees prior to kickoff of the game. A Board member will ensure this process.
- G. Injured players may only be allowed to return to play if approved by the athletic trainer on staff.

## **Article VII. Code of Conduct**

### **Section 1. Board Members, Coaches, Volunteers and Participants**

- A. Board Members, Coaches, Volunteers, and participants shall not:
  - 1. At any time lay a hand upon, push, shove, or be guilty of physical contact as an aggressor upon any official, participant, coach, or spectator.
  - 2. Verbally abuse any official, participant, coach, or spectator.
  - 3. Bait or be guilty of objectionable demonstration or dissent at any official's decision.
  - 4. Refuse to abide by an official's decision.

5. Disobey or attempt to circumvent rules and regulations or the intent thereof.
6. Use tobacco, vaping (or e-cigarettes), alcohol or illegal narcotics in front of participants during practices or games or be present during practices or games under the influence of alcohol. Any time a Board member, coach, or volunteer is representing the League this rule applies.
7. Improper conduct by a Board Member, Coach, volunteer, participant, or others should be reported to the Board for appropriate action.

#### B. Suspensions

1. Any Player who is ejected (removed) from a game is automatically suspended from the next game his team plays, except for physical abuse (fighting) which will result in immediate suspension from the team until reviewed by the Board. This rule is not subject to protest. Refer to section 3. I. regarding the appeals process. Removal from a game shall be interpreted to include the playing field and the spectator area). A second offense of all the above, by the same person, will be managed by the Board. While on suspension, the Player may not attend any practice or games that his/her team participates in. Suspended persons must take the initiative to contact the Board to apply for reinstatement.
2. Any Head Coach, Assistant Coach or Manager ejected from a game is automatically suspended for the next game, except for physical abuse (fighting), which will result in immediate suspension from the team until reviewed by the Member Board. This rule is not subject to protest or review. (Removal from a game shall be interpreted to include the playing field and the spectator area). A second offense of all the above, by the same person, will be managed by the Member Board. While on suspension, the Coach or Manager may not attend any practice or games that his/her team participates in. Suspended persons must take the initiative to contact the Board to apply for reinstatement. However, each team MUST maintain at least one (1) certified coach on the sideline; if both coaches who are certified are suspended then one will be allowed to remain and the Board will address implementation of future suspension.

## **Section 2. Spectators/Others**

- A. Spectators shall not:

1. At any time lay a hand upon, push, shove, or be guilty of physical contact as an aggressor upon any official, player, coach, or spectator.
  2. Verbally abuse any official, player, coach, or spectator.
  3. Verbally bait any official, player, coach, or spectator.
  4. Be under the influence of illegal narcotic substances during practices or games.
- B. Spectators or others who do not abide by the above guidelines will be asked to leave from the event and may be legally barred from attending any other league sponsored event.

### **Section 3. Code of Conduct Enforcement**

- A. The Board will be responsible for establishing the league policy, which enforces the code of conduct. At a minimum, this policy will define the following:
1. The process by which league members can report violations of the league bylaws, playing rules, and code of conduct.
  2. The process the Board will undertake to investigate reported violations.
  3. The mechanism for communicating the outcome of the investigation to the league members.
- B. The Board, at their sole discretion, may appoint a specific committee comprised of Board members, coaches, and parents to investigate all code of conduct violations.
1. Findings of the committee will be reported back to the Board for formal action as deemed appropriate by the Board.
  2. First time offenses, resulting in warnings to the offender, do not require Board approval and may be issued by the committee.
  3. Disciplinary actions as the result of code of conduct violations cannot be appealed.
- C. All reported code of conduct violations will be documented by the Board and maintained for future reference as deemed appropriate by the Board.

## Addendum 1: Running Back / Green Dot Weights

For the 2024 season, and absent an approved change for future years, the following weights will be used at each level to determine eligible **Running Back** weights:

| DIVISION | PRE-SEASON WEIGHT (LBS) | MID-SEASON WEIGHT (LBS) |
|----------|-------------------------|-------------------------|
| A8       | Unlimited               | -                       |
| A7       | Unlimited               | -                       |
| B        | 125                     | 130                     |
| C        | 90                      | 95                      |

\*A 5lb grace is given between pre-season and mid-season re- weigh to allow for growth of the child.

For the 2024 season, and absent an approved change for future years, the following weights will be used at each level to determine **Green Dot** Classification:

| DIVISION | PRE-SEASON WEIGHT (LBS) | MID-SEASON WEIGHT (LBS) |
|----------|-------------------------|-------------------------|
| A8       | Unlimited               | -                       |
| A7       | Unlimited               | -                       |
| B        | 135                     | 140                     |
| C        | 100                     | 105                     |

\*A 5lb grace is given between pre-season and mid-season re- weigh to allow for growth of the child.

## **Addendum 2: ULYFL Amendments to the Ops Manual**

### **Article 1, Section 2: League Structure**

- **Section B, #4b:** ULYFL will assign “late registrants” to teams up to our annual Football Fest (or weekend prior to the weekend of first regular season games) depending on team size and if there are openings in the league. Players will be assigned to the “next team” based on the draft order. This would change if a team lost a player, and their team numbers drop below the other teams.

### **Article II, Section 5: Draft Process**

- Section C: ULYFL will re-draft annually in A8 and A7, ULYFL DOES NOT redraft in B or C league
  - For the B and C Draft. Draft order will be determined by regular season won/loss record the previous year (ties will revert to playoff seeding).
  - The B and C league will draft the older kids (6<sup>th</sup> graders) first followed by the younger kids (5<sup>th</sup> graders). In both drafts the team with the worst record will draft first and the team with best record will draft last. Both drafts will be serpentine. In the older draft, every team will get a 1<sup>st</sup> round pick, then make up picks will happen to account for balance of older players (in the event we have retraction, all teams will also get a third-round pick, then make up picks will continue)
  - A7 & A8 will follow the county draft process above in Section 5

### **Article II, Section 6: League Provided Equipment**

- Section A: ULYFL will provide our players with helmets, shoulder pads, mouth guards, game jersey, and integrated pants.

### **Not Captured in Document: Admission Fees to games**

- As of Fall, 2022, ULYFL no longer charges admission for any locations.

# Addendum 3: CLYFL Amendments to the Ops Manual

## Article II, Section 3: Registration Process

- All new participants or CLYFL are required to provide a birth certificate or official equivalent as part of the registration procedure.

## Article II, Section 5: Draft Process

- Section C: CLYFL does not retain players but will redraft each season for A, B, & C divisions
- Section F: The order of the draft will be reversed in the secondary draft (i.e., the team that receives the first pick in the primary draft (older players) will pick last in the secondary draft (younger players)). An example of the primary draft order will be as follows:

|         | A  | B | C | D | E |
|---------|----|---|---|---|---|
| Round 1 | 1  | 2 | 3 | 4 | 5 |
| Round 2 | 10 | 9 | 8 | 7 | 6 |
| Round 3 | 11 | 1 | 1 | 1 | 1 |
|         |    | 2 | 3 | 4 | 5 |

## **Addendum 4: Playoff Format and Hosting**

All leagues will partake in a playoff to determine a champion between all participating leagues. Guidelines of operation are as follows:

- Each team within each league will automatically participate in a county championship playoff.
- Teams will be seeded based on their season record.
- The semi-finals and finals will be hosted on an annual basis by each league, rotating each year.
- The team hosting the championships will be responsible for purchasing all appropriate trophies:
  - A championship team trophy
  - A runners-up team trophy

For 2024 the following leagues will host each round as follows:

- AYFL will host the Championship Games
- LLYFL will host A7 & A8 Semi-Finals
- CLYFL will host the C & B League Semi-Finals
- All Leagues will split Divisional Rounds

For 2025 the following leagues will host each round as follows:

- LLYFL will host the Championship Games
- CLYFL will host A7 & A Semi-Finals
- ULYFL will host the C & B League Semi-Finals
- All Leagues will split Divisional Rounds.

For 2026 the following leagues will host each round as follows:

- CLYFL will host the Championship Games
- ULYFL will host A7 & A8 Semi-Finals
- AYFL will host the C & B League Semi-Finals
- All Leagues will split Divisional Rounds

# Addendum 5: Communicable Disease Policy

LYFA follows the guidance of multiple government agencies (CDC, Virginia DoH, LCPS, and VHSL) regarding how to manage widespread communicable disease threats to public health. LYFA will tailor an action plan in accordance with those guidelines.

# Addendum 6: Football Field Diagram

