

# **CFPO Football Coaches Manual**



**[www.cfpo-palyouthsports.com](http://www.cfpo-palyouthsports.com)**

**“More than just athletics”**

**FALL 2025**

# **CFPO Football Coaches Manual**

## **Introduction**

The CFPO (Christian Federation of Police Officers) Youth Football League has been a staple in the south Central Texas area for 40 years. We offer the youth in the area the opportunity to play organized tackle football.

Our league has over 70 teams from in the Central Texas area:

New Braunfels, San Marcos, Geronimo, Seguin, Luling, Lockhart, Kyle, Buda, Stockdale, Nixon Smiley, La Vernia and Cibolo. We practice at different locations throughout the south central Texas area and play our games at Peyton fields, our complex in Hays County off Hunter road between San Marcos and New Braunfels.

## **Mission**

The Mission of the CFPO is to prevent juvenile crime and violence by providing a safe environment for civic, athletic, recreational and educational opportunities, for youth overseen by Police Officers.

## **CFPO Values**

The CFPO order of values is as follows:

1. God
2. Family
3. Country

## **CFPO Vision**

It is our vision that through the vast experience and diversity of our many volunteers and coaches the game of football is used to teach life skills and in doing so develops the character needed to make this world a better place.

CFPO has long since stood for more than teaching football skills and developing good football players. We are developing good teachers, plumbers, firemen, construction workers; just good men. Football is merely a vehicle to make this happen.

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## **CFPO (Christian Federation of Police Officers) Life Skills**

To help us instill the values mentioned above to our players and equip them with tools to use on and off the field we have developed a set of life skills for weekly discussion with all of our players.

The CFPO life skills are:

School – I can be a good student

Respect – I will respect, My Parents, Myself and authority

Responsibility – I can be responsible

Goal Setting – I can set goals

Sportsmanship – I can demonstrate good sportsmanship

Self Control – I can have self control

Smart Moves – I can make smart moves

Teamwork – I can work on a team

Leadership – I can be a leader

Perseverance – I can persevere

Integrity – I will be a good young man

These life skill messages should be interjected briefly throughout practice starting the first week of football. Use moments when the players are putting equipment on, during drills, before competition etc. Life skill message repetition is important. Examples from football, school, family and friends should be emphasized. In teaching these life skills it is also important to remember that these children will be looking for you and your coaches to model the same behaviors.

**You are teaching, please Practice what you are teaching.**

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## CFPO League Officers

President.....	Brad Peyton
Secretary.....	Bill Glasgow
Vice President / Treasurer.....	Frank Calabrese

## Contacts

Equipment & Fields	Frank Calabrese	830-708-1836
Football Operations	Adrian Almendarez	210-473-1963
Cheerleading Coordinator	Rhonda Hart	830-305-5928

## Advisory Board

The duty of the Advisory Board members are to be available during game days to resolve disputes pertaining to field activities. They will meet periodically to discuss and rectify any problems the coaches may have.

## Advisory Board Members

Buda Jaguars	Sam Hale	737-256-2729
Cibolo Dragons	Christy Jackson	832-724-6470
CTX Badgers	Randy Martinez	512-796-9097
Kyle Outlaws	JR. Ramos	512-667-3361
Lockhart Lions	Memo Juarez	512-995-6073
Luling Eagles	Robert Scott	205-246-1541
Navarro Panthers	Jay Jones	830-560-0328
New Braunfels	Adrian Almendarez	210-473-1963
New Braunfels	Jimbo Maxwell	830-221-6983
Nixon Smiley Mustangs	Travis Hanson	830-534-5732
Poth Pirates	Mo Tunchez	210-765-8137
San Marcos	Tommy Futch	512-557-8051
Seguin Matadors	Angus Perez	830-556-8109
Stockdale Brahmas	Blain Akin	210-360-9355

## CFPO Website

To locate CFPO organization information as well as sport specific topics please visit the website at **[www.cfpo-palyouthsports.com](http://www.cfpo-palyouthsports.com)**.

You can get information on registration, cost, game schedules, league standings, camps and cheerleader details.

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## **Early Football Registration**

The CFPO encourages each town to hold early registration to expedite registration. Early registration will be taken from April 1<sup>st</sup> through June 30<sup>th</sup>. The fee for early registration will be \$120 with each additional child \$95. Registration will increase on July 1<sup>st</sup> to \$145, with each additional child per family \$120. The official League registration form must be used.

## **Football Registration**

Players can register online or by mail starting April 1<sup>st</sup>. The registration cost for Football will be \$150 per player with each additional child per family \$125. Registration for Mighty Mites is \$75. The registration covers the player's equipment to include helmet and shoulder pads (if needed). Player will also be covered with a supplemental insurance policy in case of injury. They will also receive a trophy or medal at the end of the season. The registration fee does not include cleats or pants.

## **Team Fees**

All tackle football teams are required to pay a team fee of \$250 and Mighty Mite teams are required to pay a team fee of \$100 prior to equipment draw/start of season. The team fee is the Head Coaches responsibility to collect for their team. The money collected provides start-up funds for the league and covers the cost of game jerseys, helmet refurbishment, and replacement of old equipment. Team fees will be waived if the team buys its own jerseys.

## **Team Fee Penalties**

It is the Head coach's responsibility to collect the team fees and ensure that they are turned in prior to equipment draw. If the team fees are not turned in before the equipment draw deadline your coaches will not be allowed on the field and games will be forfeited until the fee is paid.

## **Cheerleader Registration**

The registration cost for the Cheerleaders is \$60 per cheerleader and will be separate from the player fee. A Cheer uniform will be provided for an additional fee. If you have any questions regarding the cheerleaders please email Rhonda Hart at Rhondacfpo@hotmail.com.

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## Player Eligibility

Youth are eligible to play in the CFPO Football League if the child turns 5 years old before 9/1 of this year. If the child turns 13 years old on or before 9/1 of this year or they are in the 7th grade either public or home schooled they are **not eligible** to participate in the CFPO Football League.

Age: 5-6: Mighty Mite

Age: 7 After Sept. 1<sup>st</sup>: Mighty Mite, or Pee-Wee

Age: 7-8: Pee-Wee

Age: 9 After Sept. 1<sup>st</sup>: PeeWee or Junior

Age: 9-10: Junior

Age: 11 After Sept. 1<sup>st</sup>: Junior or Senior

Age: 11-12: Senior (7<sup>th</sup> Graders are not allowed to play in the Senior division)

Age: 13 After Sept. 1<sup>st</sup>: Senior

Age: 13 Before Sept. 1<sup>st</sup> or 7<sup>th</sup> Grader, Not Eligible to Play CFPO Football.

## Head Coaches responsibilities

- Secure a team sponsor to pay the Team Fees.
- Have control of his players, coaches, sideline and parents.
- Ensure that the team has a safe place to practice.
- Teach the values and weekly life skills detailed in this manual
- Ensure all equipment is turned back in at the end of the season
- Keeping copies of completed eligibility forms for all players
- Keep parents and other unauthorized people off of the sideline.
- Team roster books will be due to the league before the first game.
- Team rosters will be locked before the second game and no other players will be accepted after this date.
- Players are not allowed to switch teams. (If a city has multiple teams, the player can go into the draft and get picked onto another team.)
- A player cannot play for another cities team, if there is a current team in the city of residence. (Unless they move or go to school in another city)
- If a team uses an illegal players, Penalty for such violation will be forfeiture of all games during the violation period.

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## **Coaches on Sidelines**

Each team will have a Maximum of 6 certified coaches on the sideline during the game, the head coach and 5 assistant coaches (team moms are not allowed on the sideline unless they are a certified assistant coach, but the team mom takes the place of one of the 6 coaches). All coaches will be given an ID card upon completion of the Certification Class and before the first game. Coaches will need to have their ID at all games. No one will be allowed on the player's bench except the certified coaches with ID Cards. If there is something that needs to be addressed with the referees, the head referee will only communicate with the head coach. The referee has the right to eject a coach from the fields. If a coach is ejected, he must leave the fields or the game will be forfeited. Water boys are not allowed on the sideline.

## **Team Rosters**

25 Max Players for tackle teams – 15 Max players for Flag Teams

## **No Fighting Rule - Players**

If a player throws a punch in a game:

**HE WILL BE EJECTED FOR THE REMAINDER OF THE GAME AND WILL NOT BE ALLOWED TO PLAY IN THE NEXT SCHEDULED GAME.**

If a player is ejected twice in the season for fighting:

**THE PLAYER WILL NOT BE ALLOWED TO PLAY FOR THE REST OF THE SEASON.**

## **Zero Tolerance Rule – No Fighting Rule for Coaches/Parents/Fans**

If a Coach, Parent or Fan cannot control their self:

They will be asked to leave the complex.

If a Coach, Parent or Fan cannot control their self a 2<sup>nd</sup> time:

They will be banned from the CFPO Complex.

If a Coach, Parent or Fan gets into a fight at the CFPO Complex:

**THEY WILL BE BANNED FROM THE CFPO COMPLEX. NO 2<sup>ND</sup> CHANCES WILL BE GIVEN.**

Coaches will not be allowed to argue with opposing coaches or players.

**SMPD will be called if necessary.**

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## **Football Equipment Draw**

Teams will be allocated equipment via a posted schedule on the CFPO website. The head coach is responsible for the equipment and must provide a \$500 (refundable) deposit in order to draw equipment. Coaches will bring their teams to be fitted with equipment at predetermined times throughout the week. Two or more Coaches must be present to assist in the proper fitting of all equipment. Registration forms and team fee payment is required to enable your team to draw equipment. They must be registered to draw equipment.

## **Football Pants, Cleats**

The league does not issue pants, pants pads or cleats.

## **Equipment Maintenance**

Unlike other sports, the football equipment your players will be issued is very expensive. Most leagues in Texas charge up to \$250 to join the league, and the player must furnish his own equipment or rent the equipment from the league. This could cost the individual over \$500 for the entire package each season. In order for the CFPO to keep expenses down and make the football experience affordable for all the youth in the south central Texas area, we ask that you follow the steps listed below in maintaining your equipment and encourage your parents to follow the same procedures.

## **Shoulder Pads Maintenance**

When the shoulder pads are dirty the top portion can be wiped down with a damp cloth. After each use the inside of the pads can be wiped down with standard household rubbing alcohol, this will kill any bacteria. Shoulder pads should be kept in a dry area away from household pets. Never stack items on top of shoulder pads as they will become disfigured and will not maintain a comfortable fit.

## **Helmet Decals**

All decals, for League issued helmets only are to be purchased through the CFPO. In the past some of the teams have used decals that were extremely hard to remove causing damage to the helmet. Riddell will not re-certify the helmets if they are scratched, and they are rejected. We have a decal company that will supply safe removable decals to us. The head coach will give us the logo you want on your decal and we will get them for you at \$5 per helmet, (two decals).



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## **Helmet Maintenance**

Never allow your players to sit on their helmet. Sitting or stacking items on the helmet will cause it to deform and it will lose its comfortable fit. If the helmet is dirty or has old decals that need to be removed it is to be wiped down with hot water. A light rubbing compound will remove most marks from the helmet. Polish your helmet with regular car polish it will make it shine and give it a good protective coating. The helmet should be periodically checked for loose snaps and screws. A good rule of thumb is before contact practice starts the first week, then before the first game and about mid season. Try a dab of Vaseline on the chinstrap snaps, this will make them work better and will not allow them to rust. Before the first use the helmet interior should be sprayed with Lysol and wiped out with a rag. After each use the inside of the pads can be wiped down with standard household rubbing alcohol, this will kill any bacteria.

## **Equipment Return**

Records will be kept as to how many sets of equipment were handed out to each team. The head coach of each team will be responsible for the collection of his team's equipment throughout the season. If a player quits during the season, make sure to collect the equipment. At the end of your team's last game the rest of the team's equipment will be collected, on the field. The deposit will be returned when all of the equipment is returned.

## **League Issued Jersey**

The League will provide a game jersey to each player (unless they are on a team that bought their own jersey and did not pay a team fee). At the end of the season the players will keep their jersey. The League will not print a child's name on the jersey. The jersey will have the CFPO logo, the team name and logo on the front and number on the back. Teams are allowed to wear custom jerseys if a team wants to buy jerseys. This should not be an expense that the parents should pay. Fundraisers or sponsors should pay for the custom jerseys.

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## **CFPO Concussion Policy**

### **Stage 1 – Possible concussion**

If a child takes a hard hit to the head he should be removed from the game and evaluated by the on-site EMT. He must be cleared by the EMT before returning to the game.

### **Stage 2 – Concussion**

If it is determined that a player has suffered a concussion, has headaches, dizziness or seems unfocused, he is benched for the remainder of the game and cannot return to the team until he is cleared by a Doctor.

## **Noisemakers Rule**

Megaphones, Whistles, Air horns and Drums are not allowed at the CFPO Football Complex and cannot be used during games. We have had fans using these types of noisemakers in the past to throw off the other team's concentration.

## **General Football Rules**

Football is an aggressive, rugged contact sport. Only the highest standards of sportsmanship and conduct are expected of coaches and players and spectators. There is no place for unfair tactics, unsportsmanlike conduct or maneuvers deliberately designed to inflict injury.

## **UIL Rules**

The CFPO will abide by the rules set forth by the UIL. Below are specific exceptions and additions to rules that are designed to assist our youth in mastering the skills needed to learn the game while making it as fun as possible.

## **Pre-Season Practice Rules**

Teams are allowed to gather and condition starting in June. Practice in full pads is not permitted until August. The first week of practice in full pads is utilized for conditioning players and getting their bodies ready for contact as well as adapting their bodies to the South Texas heat. That being said "LIGHT CONTACT" will be allowed during the first week of practice. "LIGHT CONTACT" is described as any speed, conditioning or form drills (with a pad / dummy).

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## **Game Schedules and Start Times**

Game schedules will be posted on the CFPO website on the Tuesday of week 1. Once the schedule is posted, we will not make any changes to games or game times. Games should never start before the scheduled start time. If the game before your game ends early, your game time will stay the same, unless both coaches agree to an early start. Some fields will fall behind throughout the day due to injuries or unforeseen circumstances. If this happens, your game might be delayed. Your game will start as soon as the prior game ends.

## **Game Time Rules**

We use a running clock except for the last 2 minutes of the 2<sup>nd</sup> and 4<sup>th</sup> quarter. Each quarter will consist of 10 minutes (there will not be a regulation clock if a team is down by 22 points or more at any time). Half time periods are 4 minutes. The clock will stop at the 2 minute warning in the 2<sup>nd</sup> and 4<sup>th</sup> quarter. The last 2 minutes of the 2<sup>nd</sup> & 4<sup>th</sup> quarter will be played with a regulation clock. (Clock will stop for incompletions, out of bounds, penalties, official's time outs, coach's time outs, touchdowns/field goals). The clock will stop for 1 minute after the 2 point conversion to get the kick off/kickoff return teams to set up. If the teams are not ready a delay of game flag will be thrown. Due to time constraints only cheerleading performances will be allowed during halftime and the two teams routines will be less than 2 ½ minutes. The referee is in charge of the game and the clock. The official game time is kept on the field by the head official. If a game is suspended or terminated, the score as it stands at that time becomes the final score if one half or more of the game was completed when the referee so declares. The referee will stop the clock if having a lengthy conversation with the other officials or head coaches.

## **Mercy Rule**

A Mercy rule will be enforced if a team is losing by 32 points or more at any time during the 2<sup>nd</sup> half. The head referee can stop the game early for safety concerns. (This is the Head Referees decision). If a team is down by 22 points at any point in the game, the game will continue with a running clock for the rest of the game.

## **Injured Players**

If there is an injured player, the referee will call an injury time out. The referee will call the onsite EMT if necessary. Coaches should not touch the injured player from the opposing team.

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## Overtime

If at the end of regulation play (District and playoff games only) the score is tied, overtime will be played. Each team will receive one time out for the overtime period. A coin will be flipped by a referee. The home team will call the flip. The winner of the flip will have the choice of having possession first or second. The other team will choose which end of the field will be used. The first team will start on the **10 yard line** heading into the end zone. They will have 4 plays to score a TD. At the end of their series of plays the spot of their final penetration will be marked. The next team will then get the ball on the same **10 yard line** and they will have 4 plays to score. The team that scores the most points or the team that has the furthest penetration at the end of the series will win the Game. If the ball is fumbled and recovered by the other team or intercepted past the line of scrimmage, the ball goes back to the line of scrimmage and the drive is over. If the ball is fumbled or intercepted behind the line of scrimmage the drive is over and the point of the recovery or interception is the point of penetration. The fumble or intercepted ball can be advanced by the defense. If the defense scores the game is over and they win. If both teams remain tied at the end of the overtime period, each team will get one play from the 10 yard line. The furthest penetration of each teams play wins.

## Chain Gang Rules

The “visitors” team will provide 2 people for the chains. The home team will provide 1 for the chains. Chain volunteers cannot be on the phone, cannot communicate with his own team’s coaches and cannot coach players. The chain volunteer should be an adult or older kid. If there is a problem with a chain volunteer, the head coach should discuss with the head referee.

## Football Sizes

The Mighty Mite and Pee Wee age groups will use a Pee Wee size football. The Junior and Senior age groups will use a Junior size Football. The Seniors can use a youth size ball if they choose to.

## Field Rules

The field is broken up into zones for spectators and for players / coaches. All Spectators will sit on the same side of the field as their team. The home side of the field is the sideline closest to the parking lot. Spectators are allowed to bring chairs and sit as long as they are behind the fence line. Spectators are never allowed beyond the fence line. Players and coaches are allowed in the sideline box (between the 20 yard lines) on the home and visitor sidelines respectively.

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## **Smoking/Alcohol/Fire Arms**

Smoking or consuming alcohol are not allowed in the CFPO complex. Smoking is only allowed in the parking area. Alcohol and firearms are prohibited in the entire facility. Anyone deemed to be under the influence of alcohol will be escorted from the facility.

## **Game Cancellation (rain-outs)**

If it is necessary to cancel games due to weather or other issues the league will post a message on the front page of the CFPO Website by 7:30am on game day. Please instruct your teams to visit the CFPO Website at [www.cfpo-palyouthsports.com](http://www.cfpo-palyouthsports.com) to check the status of events like this and give other general information about the league.

## **Make-Up Games**

The first game and the last game in your schedule will be non-district games therefore if there are district rainouts, they will be played in that last weeks non district slot. If more than 1 district game needs to be played to decide playoff standings, games may need to be played during the week or on Sunday. Schedules will be posted on the CFPO website.

## **Pee Wee Conference**

The CFPO allows a maximum of 2 coaches from each team to be on the field during the game. Coaches must be a minimum of 5 yards behind the closest player when the play starts.

## **Junior Conference**

The CFPO allows a maximum of 1 coach from each team to be on the field during the game in week 1 and week 2. Coaches must be a minimum of 5 yards behind the closest player when the play starts. Coaches are not allowed on the field after week 2 (this includes teams with a week 1/2 bye)

## **Blitz Rules (Pee Wee Division only)**

Linebackers cannot blitz between the offensive tackles in the Pee Wee division. All players between the offensive tackles advancing across the line of scrimmage will do so from a down position i.e. a three or four point stance directly on the line of scrimmage. Blitzing is allowed in the Senior and Junior conferences.

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## **Free Punt (Pee Wee & Jr. Conferences Only)**

Upon announcing that they are going to punt. The kicker will line up in the punt position, 7 yards back and will be given the football. The rest of the players will line up at the line of scrimmage. The kicker will look at the referee and acknowledge that he is ready to kick. The referee will yell out "READY PUNT". At that point, it is a live ball. The kicker will attempt to punt the ball. The defense will rush in and attempt to block the punt; they may also attempt to return the ball. The offense blocks and goes down field to defend against a return. (There will be no fake punt attempts in PW/JR)

## **Free Field Goal/PAT (All Conferences)**

Upon announcing that they are going to attempt to kick a field goal or extra point, the kicker will line up in the kick position with his holder 5 yards back and the holder will be given the football to set up on the flat tee (cannot use a "kick off" tee). The rest of the players will line up at the line of scrimmage. The kicker will look at the referee and acknowledge that he is ready to kick. The referee will yell out "READY KICK". At that point the kicker will attempt to kick the field goal or extra point. The defense will rush in and attempt to block the kick. There will be no fake field goals or extra point attempts. The scoring is the same as UIL rules.

## **Blocking Rules**

Crab blocking is not allowed. A player may not continue a block while his hands are on the ground. This rule applies to all age groups.

A player cannot block below the knees downfield or outside the tackle box.

## **Nose Guard Lining up on Center**

The nose guard **CAN** line up on the center. (Except in Seniors on a punt)

## **Consecutive Delay of Game Rule**

If the offense has two consecutive delay of game penalties the will be flagged for an Unsportsmanlike Conduct Penalty (loss of down and 15 yard penalty). The clock will stop until the ball is snapped.

## **Coach Minimum Age**

All coaches must be at least 18 years of age to be a certified coach in the CFPO. If you have a younger coach, they can help, but can not be a Head Coach of a team.

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## **Headsets in Helmets**

Players are NOT allowed to have speakers in their helmets. Coaches are not allowed to use headsets to communicate with players on the field.

## **Drones**

Drones are not allowed to be used to film games on the CFPO Complex.

## **Playoffs and Championship Games**

The Four divisions: Mighty mites, Pee Wee, Junior and Senior are divided into 4 districts, north, south, east and west. The top four teams from each district will go to a sixteen team tournament style bracket. The losing eight teams in the first round will be eliminated and turn in their equipment. The final eight teams will all play in a bowl game.

The 1<sup>st</sup> round winning teams will advance to an eight team second round. The 2<sup>nd</sup> round winning teams will advance to a 3<sup>rd</sup> round semifinal game. The 3<sup>rd</sup> round winning teams will advance to play in the Superbowl. The 3<sup>rd</sup> round losing teams will play in 3<sup>rd</sup>/4<sup>th</sup> place bowl.

The 2<sup>nd</sup> round losing teams will advance to a four team bracket. They will play in 5<sup>th</sup>/6<sup>th</sup> and 7<sup>th</sup>/8<sup>th</sup> place bowl games.

## **SUPERBOWL WINNERS**

The CFPO will giving out Championship Rings to the Superbowl Winning Teams in each age group. The Head Coach will receive a Superbowl trophy.

Tackle Teams Maximum 31 Rings (25 Players – 6 Coaches)

Flag Teams Maximum 21 Rings (15 Players – 6 Coaches)

## **Pictures**

Pictures are a major fundraiser for the CFPO. We use this fundraiser to pay for the Super Bowl Rings, Trophies and Medals. All teams are required to take pictures with the league photographer. Firehouse Photos will contact the Advisory Board Member for your organization to schedule your team pictures.

## **Complaint Procedures**

Complaints referring to officiating or general league play will be submitted in writing by the head coach to league officials. Complaints or issues from parents or coaches that cannot be taken care of by the teams head coach will be brought to the advisory board. The advisory board decision will be final. Any complaint by a head coach about a referee will be submitted in writing to the advisory board and will be placed in a file for accountability.

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## **CFPO Mighty Mite – Flag Football Rules**

Each team has 7 players on the field.

The game has 2 – 20 min quarters.

A maximum of 1 coach from each team can be on the field during the game.  
(The coach is NOT the Quarterback and cannot touch the ball.)

A Player will be the Quarterback on offense. He can run, pass or hand off the ball.  
If the snap hits the ground an offensive player can pick it up and run the play.

If a player drops the ball on the ground, it is a dead ball and the play is over.  
(Except on the snap) The new line of scrimmage is where the ball was dropped.

There are no fumbles. A defensive player cannot strip the ball from the ball carrier.

The games starts with the offense starting on their 20 yard line. (no kick off).

The offense must have 4 players on the line when the ball is snapped.

The defense lines up 2 feet away from the ball.

To get a first down the offense must advance the ball to the next 10 yard line,  
within 4 plays. There are no chains. Each time you reach a new 10 yard line you  
get a new set of downs until you cross the goal line.

For a 1 point PAT the ball is placed on the 5 yard line. For a 2 point PAT the ball  
is placed on the 10 yard line and on the 20 yard line for 3 points.

To punt the offense picks one of their players and he throws the ball down the field  
as far as he can. The new line of scrimmage is where the ball is lands. If a player  
from the return team catches the “punted ball” he can return it.

A player can not guard his flag with his hand.

There is a 40 second play clock in between plays. If the offense does not get the  
ball snapped, it will result in a delay of game.

Blocking- Players can extend their arms and block. They cannot hold or throw  
other players to the ground. Holding penalties are enforced.

If the game is tied at the end of the 2<sup>nd</sup> half. Overtime will be played in district and  
playoff games only. Tackle overtime rules apply.

Both teams’ benches will be on the same side of the field, closest to Field 3.

The 1<sup>st</sup> games will start the week after the tackle football opening day.