



ADULT VOLLEYBALL GUIDELINES

I. THE LEAGUE:

- A. Mission:** To enhance the quality of life of our residents and visitors by providing well rounded recreational and competitive sports programs focusing on building a sense of community and improving the overall quality of life for current and future generations.
- A. **Philosophy:** The Charles County Volleyball Leagues are first and foremost recreational sport leagues. The purpose is to provide Charles County residents the opportunity to participate in an organized volleyball program.
- B. **Administration:** All leagues operate under the jurisdiction of the Charles County Department of Recreation, Parks, and Tourism. The league coordinator is Austin Flowers, Sports Program Supervisor. Questions and concerns should be brought to Mr. Flowers attention for review 301-932-3470 x5123 or 301-934-0123. Guideline changes may be made at the discretion of the League Coordinator. The Coordinator will have final ruling on all such concerns.
- C. **League Format:** The Volleyball program is composed of the following leagues: Power (Men's, Women's, Co-ed) and Intermediate (Men's, Women's Co-ed). Regular season play will be ten (10) matches, round robin format.
- D. **Division Breakdown: Team classification: Teams may be placed in leagues at the discretion of the League Coordinator, based on previous team records, team requests and on a money received basis. Inter-division games may be scheduled.**
1. **"A" Division:** Intended for teams and players that employ multiple offensive and defensive skills and have the capability to execute different strategies. Players are highly skilled and work well together as a team.
 2. **"B" Division:** Intended for teams and players that have solid fundamental skills and proficiency in serving, passing, setting, etc. Teams use a variety of offensive and defensive strategies, but at a lower level than "Power."

II. COACHES/MANAGERS:

- A. The coach or manager shall be the team representative and shall be responsible for the following:
1. Be the liaison between the League Coordinator and their team.
 2. Attend all coaches/managers' meetings.
 3. Inform team members of all information pertaining to the league (rules, regulations, schedules, etc.).
 4. The conduct of team players and spectators.
 5. Obtain and return all pertinent information to the Coordinator such as franchise fees,

registration, rosters, etc. Coaches are responsible for ensuring that all players and coaches are properly registered in the MyRec registration software.

6. Reinforce the recreation philosophy to all players.
7. Responsible for keeping team bench and surrounding area free of trash.

III. TEAM MEMBERSHIP:

- A. Each team will be limited to a maximum of twelve (12) players (no exceptions). Each team must have a designated captain or coach with a valid phone number and address.
- B. A 20% administration fee is deducted for all refund requests 4 weeks prior to the league starting; a 50% refund if withdrawal requested 2 weeks prior to the league starting; no refund will be given inside of two weeks.
- C. Each team is required to have every player on their roster show ID before stepping on the floor to play in their first game only. At any time during the season, DRPT reserves the right to ID any player whose eligibility comes into question. All ID's will be verified prior to the start of any playoff games.
- D. Additions and deletions to the roster must be submitted on the official Add/Drop Form to the office of League Coordinator before player(s) are eligible to play.
 1. The last day to add/drop player is the third Wednesday after the start of the season.
 2. Adding or dropping players must be done by using the current Add/Drop Form. **Phone-in additions will not be accepted nor will it be accepted at the game site.** Teams may hand deliver or email signed Add/Drop Forms; however, no player will become eligible to participate until the Add/Drop Form has been received by the League Coordinator and they have properly registered in MyRec Registration Software.
 3. Add/Drops must be submitted by COB Wednesday. Add/Drops submitted after Wednesday will not be eligible to play in the same week's game.
 4. Teams needing to add players (after last day to add/drop) may do so with the permission of the League Coordinator; but such teams are not eligible for regular season awards.
 5. Teams may not hold players on their team past the add/drop date to eliminate their participation in the program.
- E. Completed team rosters must be submitted with the franchise fee. Franchise fees will not be accepted without a completed roster.
- F. Out of County Players:
 1. Non-residents of Charles County are welcome to participate, however, in the circumstance of a division reaching a maximum capacity of teams, rosters with Charles County citizens will be given priority.

IV. PLAYER ELIGIBILITY:

- A. Players must be at least 18 years old and not attending High School.
- B. Players are not allowed to participate in any Power, Intermediate, Recreation or Leisure leagues simultaneously (Example: Participation in Women's Power and Women's Intermediate).
Exception: Co-Rec
- C. Players are responsible for providing proof of identification to determine player eligibility to the Facility Attendant. If a player cannot do so, he/she will immediately be declared ineligible.
- D. Any player, coach or spectator who violates the Charles County Board of Education Rules and Regulations regarding **no smoking on Board of Education property and/or the possession and consumption of alcoholic beverages on school property** will be subject to a thirty (30) day suspension. Any period of the suspension not served during the current season will be carried over to the next season.
- E. **NO CHILDREN UNDER THE AGE OF 12 WILL BE ALLOWED TO ATTEND WITHOUT THE SUPERVISION OF A NON-PLAYING ADULT. ANY COACH OR PLAYER IN VIOLATION OF THIS RULE WILL BE EJECTED FROM THE MATCH(ES).**

IV. EJECTIONS/SUSPENSIONS

- A. Consequences for suspensions/ejections will be decided by the Recreation, Parks, and Tourism office based upon a 3 Tier system. Any player, parent, coach, or spectator who is suspended may not attend any game or practice sites until their suspension has been fulfilled. If games are postponed or rescheduled, suspensions are indefinite until games are played.

1. Tier One: 2 game Suspension

- a) A tier one offense may be issued to any player, parent, coach, or spectator based on the following criteria, which includes but is not limited to:

- 1. Is ejected from a game or asked to leave a game or practice site by an official or Department of Recreation, Parks and Tourism staff member for harassment, obscene gestures or language, or any other unsportsmanlike behavior. The result of these actions may result in a 2-game suspension, effective immediately, starting with your teams next scheduled game.

- 2. Any further ejections may result in suspension from the league.

2. Tier Two: Suspension for remainder of season

- a) Players may be suspended from the league and all Department of Recreation, Parks, and Tourism programs for the remainder of the season.

- b) A tier two offense may be issued, at the discretion of the League Director to any player, coach, or spectator based on the following criteria, which includes but is not limited to:

- 1. Committing multiple tier one offenses within the same season.

2. Strike, shove, bump, trip, or threaten an official, player, coach, spectator, Recreation, Parks, and Tourism staff member or league official during or after a game, on Charles County Community Center, Public School, or Park property.

3. Tier Three: 2 Year Suspension

- a) Anyone involved in a tier 3 offense may be suspended from the league and all Department of Recreation, Parks, and Tourism programs for a minimum of two years.
- b) A tier three offense may be issued, with discretion from the League Director, to any player, parent, coach, or spectator based on the following criteria, which includes but is not limited to:
 1. Committing multiple tier one or tier two offenses with a year of previous offenses.
 2. Is involved in a severe incident that displays excessive or relentless disobedience of our mission, including but not limited to; harassment, fighting, or conduct with intent to harm an official, player, coach, spectator, Recreation, Parks, and Tourism staff member or league official during or after a game, on Charles County Community Center, Public School, or Park Property.

VI. GAME RULES: The league will play by USAV Rules and Regulations with the following modifications:

- A. The ceiling is in play. (Exception: The ball becomes dead if it contacts above the opponents playing area or if it contacts above the playing team's area and then falls into the opponents playing area.)
- B. **The Rally system of scoring will be implemented.** The scoring will be three (3) games up to 25 points with a cap of 27. A point will be scored on each serve. All three games will count toward team standings.
- C. The **“LET SERVE”** will be in effect. The Let Serve will allow a served ball that contacts the net and continues into the opponent’s court to remain in play. If the served ball does not enter the opponent’s court after hitting the net, then the service attempt will be declared a fault.
- G. All matches have a one hour time limit. (5 minute warm-up, 55 minutes playing time).
Weekday leagues: (The five (5) minute warm-up period may be used as a grace period during the first match of the night only if a team does not have sufficient players to start a match). The hour time limit starts when the match is scheduled. (Providing the previous match ends on schedule, in which case the one (1) hour time limit will begin immediately following the end of the previous match). Forfeiture will be assessed if a team(s) does not have sufficient players to start a game at the scheduled starting time. No time-outs may be called by a team until a legal number of players are present. Fifteen (15) minutes after the scheduled starting time, if a team is unable to field a team, the match is forfeited. If the team arrives before the fifteen (15) minutes elapsed, the match will begin with the second game of the match. The team ahead at the end of the hour will win that game. If teams are tied at the end of the hour time limit, next point wins.
- H. Each team must provide the scorekeeper with a starting line-up (2 minutes) prior to the start of each game to the scorekeeper.

- I. A team may start and play a match with five (5) players. (When only five (5) players are used to play a game of a match, the hole where the sixth player should be will rotate, and the serve is lost in the sixth player's serving position.) In **Co-Rec**, the serving order and position on the court at service shall be an alternation of male and female, or vice versa. **(These are the only combinations allowed if 3 women and 3 men are not present, 4 women, 2 men; 2 women, 3 men; 3 women, 2 men)**. See serving order below;

SERVING ORDER

4 women 2 men	2 women 3 men	3 women 2 men
-----net-----	-----net-----	-----net-----
m w m	m w m	w m w
w w w	w m hole	m w hole

- H. In Co-Rec, when the ball is played more than once by a team, at least one of the contacts shall be made by a female player. There is no requirement for a male player to contact the ball, regardless of the number of hits by a team.
- I. In Co-Rec, when only one male player is in the front row at service, one male back-row player may be forward of the attack line for the purpose of blocking. No female back-row players may participate in a block. (Exception for all Womans teams).
- J. When there are only five (5) minutes remaining to play in the third game, no time outs or substitutions will be allowed.
- K. League coordinator has final say on all discrepancies.

VII. OFFICIALS. Note: In the event a referee fails to arrive to officiate for a scheduled match; The two team captains/coaches may agree to have another person referee the match, however no monetary compensation will be allowed by the Department of Recreation, Parks and Tourism.

VIII. FRANCHISE FEE:

The franchise fee shall be the amount to cover all Official fees, Facility Attendant and Scorekeeper wages, volleyballs, awards and administrative expenses which the league may incur.

IX. AWARDS:

Individual awards will be given to the end of season tournament winners.

X. UNIFORMS:

Shirts do not have to be identical in color or make. Shirts must have at least a six inch (6") number on the back. **(The numbers #0 thru #99 may be used)** No duplication of numbers. Numbers must be in color clearly contrasting to that of the shirt. There will be no exception to this rule and any team or team member that does not have a shirt(s) will not be allowed to participate, and a forfeit may be assessed.

XI. Refunds:

A 20% administration fee is deducted for all refund requests 4 weeks prior to the league starting; a 50% refund if withdrawal requested 2 weeks prior to the league starting; no refund will be given inside of two weeks.

XII. FORFEITURE:

- A. Any team using an ineligible player or using a player under an assumed name shall automatically forfeit all games in which the illegal player participated. Any player or coach guilty of this infraction will be suspended.
- B. Teams that forfeit three matches will be subject to removal from the league. All remaining scheduled games will result in forfeits.

XIII. PROTEST:

- A. Rule interpretations and player eligibility are the only grounds for protest and must be protested at the time of the incident, and before play resumes. If the official's decision is not accepted, the coach must immediately notify the Facility Attendant of their intention to protest.
- B. If by chance a situation cannot be clarified by the Facility Manager, a written protest must be made. If the coach has not addressed the facility attendant for an on the spot clarification, the league coordinator will not accept a protest on the matter.
- C. Formal protests (including player eligibility) must be submitted in writing to the Recreation Division within two working days of the incident. **A \$100 fee will be applied.**
- D. No verbal complaints concerning officials, coaches, players, etc. will be addressed. All complaints must be made in writing!

XIV. TIE BREAK PROCEDURES:

Tie break procedures will only be used if teams are tied in regular season standings:

1. Win/Loss record in head to head competition.
2. Points allowed in head to head competition.
3. Points allowed against the entire league.
4. If necessary, a coin flip will take place.

* *If three or more teams are tied, prior to #2 Win/Loss record in head to head competition between all tied teams will be used. If teams are still tied, total points allowed in head to head competition between all tied teams will be used prior to number 2.

XV. CANCELLATION AND GAME RESCHEDULING PROCEDURES:

- A. Only games canceled because of inclement weather or school functions will be rescheduled by the League Coordinator. Games will not be rescheduled or changed from the original game schedule for personal reasons. No other cancellations will be acknowledged.

- B. It is the responsibility of the coach to contact the League Director in the event of cancellations for rescheduled time of match/matches.
- C. All canceled games will be rescheduled by the League Coordinator, and may be scheduled on (various days) other than the regular game days.

XVI. LEAGUE SUBSTITUTION RULE:

A substitute player may enter the game in place of a player of the starting line-up, and he/she can only be substituted by the same starting player.

- A. The sanction for a wrong position entry request is an improper request.
- B. Twelve substitutions are the maximum permitted per team per set. Substitution of one or more players is permitted at the same time.
- C. A player in the starting line-up may leave the set and re-enter, but only in his/her previous position in the line-up.
- D. A substitute may enter a set in the position of a teammate of the starting line-up.
- E. Unlimited individual entries by a substitute within the team's allowable 12 substitutions are permitted. Each entry must be to the same position in the line-up.
- F. More than one substitute may enter the game in each position.

XVII. EXCEPTIONAL SUBSTITUTION:

- A. An injured player who cannot continue playing should be substituted legally. If this is not possible, the team is entitled to make an EXCEPTIONAL substitution, beyond the limits of Rule XV.
- B. An exceptional substitution means that any player, who is not on the court at the time of the injury, may substitute into the game for the injured player. The substituted injured player is not allowed to re-enter the match. An exceptional substitution cannot be counted in any case as a normal substitution.
- C. Priority for exceptional substitution:
 - 1. By the starter or a substitute who has played in the position of the injured player, or by any substitute who has not already participated in the set
 - 2. By any substitute on the bench, regardless of position previously played
 - 3. By any other substitute; or
- D. If an injured player is unable to play and a legal or exceptional substitution cannot be made, the referee must grant a special time-out of up to three minutes. Play will assume as soon as the injured player is able to continue. In no case shall the special injury time-out exceed three minutes. After the special time-out, a team may request a legal time out. If, after three minutes, or at the expiration of time-outs granted subsequent to the special time-out, the injured player cannot continue to play, the team is declared incomplete. No player may be granted more than one three-minute injury time-out during any match. If a player becomes injured to the extent that a second injury time-out would be required, the team is declared incomplete.

XVII. CANCELLATION AND GAME RESCHEDULING PROCEDURES:

- A. Only games canceled because of inclement weather will be rescheduled by the League Coordinator. **NO OTHER CANCELLATIONS WILL BE ACKNOWLEDGED.** Games that are to be rescheduled may be played either during the week (Monday, Tuesday, Wednesday, and Thursday) or at the end of regular season.
- B. **If schools are closed due to inclement weather, all Department of Recreation, Parks, and Tourism programs are automatically canceled unless coaches are notified otherwise.**

CONCUSSION FACT SHEET

WHAT IS A CONCUSSION?

A concussion is an injury that changes how the cells in the brain normally work. A concussion is caused by a blow to the head or body that causes the brain to move rapidly inside the skull. Even a “ding”, “getting your bell rung”, or what seems to be a mild bump or blow to the head can be serious.

Concussions can also result from a fall or from players colliding with each other or with obstacles, such as a goalpost, even if they do not directly hit their head.

The potential for concussions is the greatest in athletic environments where collisions are common. Concussions can occur, however, in any organized or unorganized sport or recreational activity. As many as 3.8 million sports and recreation-related concussions occur in the United States each year.

WHAT ARE THE SIGNS AND SYMPTOMS OF A CONCUSSION?

If your child has experienced a bump or blow to the head during a game or practice, look for any of the following signs and symptoms of a concussion:

Signs Observed by Parents or Guardians

- Appears dazed or stunned
- Is confused about assignment or position
- Forgets an instruction
- Is unsure of game, score, or opponent
- Moves clumsily
- Answers questions slowly
- Loses consciousness (even briefly)
- Shows behavior or personality changes
- Cannot recall events prior to hit or fall
- Cannot recall events after hit or fall

Symptoms Reported by Athlete

- Headache or “pressure” in head
- Nausea or vomiting
- Balance problems or dizziness
- Double or blurry vision
- Sensitivity to light

- Sensitivity to noise
- Feeling sluggish, hazy, foggy, or groggy
- Concentration or memory problems
- Confusion
- Does not “feel right”

HOW CAN YOU HELP YOUR CHILD PREVENT A CONCUSSION?

Every sport is different, but there are steps your children can take to protect themselves from concussion

- Ensure that they follow their coach’s rules for safety and the rules of the sport
- Encourage them to practice good sportsmanship at all times
- Make sure they wear the right protective equipment for their activity. Protective equipment should fit properly, be well maintained, and be worn consistently and correctly
- Learn the signs and symptoms of concussion.

WHAT SHOULD YOU DO IF YOU THINK YOUR CHILD HAS A CONCUSSION?

- **Seek medical attention right away**
 - A health care professional will be able to decide how serious the concussion is and when it is safe for your child to return to sports
- **Keep your child out of play**
 - Concussions take time to heal. Don’t let your child return to play until a health care professional says it’s ok. Children who return to play too soon – while the brain is still healing – risk a greater chance of having a second concussion. Second or later concussions can be very serious. They can cause permanent brain damage, affecting your child for a lifetime.
- **Tell your child’s coach about any recent concussion**
 - Coaches should know if your child had a recent concussion in ANY sport. Your child’s coach may not know about a concussion your child received in another sport or activity unless you tell the coach.

Remember, you can’t always see a concussion and some athletes may not experience and/or report symptoms until hours or days after the injury. It’s better to miss one game than the whole season.

For more detailed information on concussion and traumatic brain injury, visit: <http://www.cdc.gov/injury>