

2011

Junior Football of Arizona



Comprehensive Rulebook

▶ Administrative Rules ◀

▶ Playing Rules ◀

→ Tackle ←

→ Flag ←

→ Cheer ←

Final 04.26.11

SECTION A - General Information Regarding Junior Football of Arizona

ARTICLE I - MISSION STATEMENT

Junior Football of Arizona exists to enrich our communities by inspiring our youth through the great game of football while teaching good sportsmanship, teamwork, leadership, a can-do attitude, discipline and determination required to achieve their dreams.

Our Values:

- Kids come first in deciding what is best - we are here to make a difference in their lives, and we take a back seat to what is in their best interests.
- We will be an open organization - we want our Parents and Communities to join us in all endeavors, and through this model we will lead by example.
- We believe in consistent enforcement of our rules. We expect our volunteers to follow both the intent and spirit of our rules.
- Our kids will have fun - winning and losing is only a small part of the experience we offer to our youth.
- We will teach - our volunteers are all committed to teaching our kids the skills that will help our children grow (both on and off the field).
- We are a vehicle of opportunity - we will seek to provide opportunities for our kids to positively expand their life experiences.
- We will give back to our communities – service and selflessness are crucial values our kids will learn.
- We will be leaders on and off the field – community, academic and personal success work hand in hand with our organization.
- We will always welcome volunteers who want to be positive role models.
- We will serve as many children as we possibly can.
- We believe this should be a fun experience for all: children, parents, coaches and other volunteers.

ARTICLE II – JUNIOR FOOTBALL OF ARIZONA STRUCTURE

1. JFA STRUCTURE

Junior Football of Arizona (JFA or League) is the parent organization that governs member Associations for the purposes of scheduling, establishing rules and processes to ensure all participants are treated and measured equitably. The JFA Executive Board is comprised of seven (7) elected board members. The JFA General Board is comprised of one delegated member from each Association plus the Executive Board. JFA will grant Associations a charter to operate within a specific geographic boundary and the Association will be managed by their own boards. ,

General Purpose of Structure. The JFA Executive Board System has been adopted and developed to:

- Organize JFA operations based on area functions.
- Provide a single layer structure for issue analysis and resolution, including disciplinary matters.
- Permit JFA volunteers to serve in their specific areas of interest and qualification.
- Simplify and streamline the monthly JFA meetings.

2. EXECUTIVE BOARD

The Executive Board will be comprised of seven (7) members with the specific general function areas listed below. The listing of these responsibilities does not preclude any Executive Board member from establishing committees to organize, perform and oversee specific tasks. The Executive Board has authority for all matters not specifically assigned to the General Board.

No Executive Board member may hold the same position for more than 2 consecutive years. No Association may have more than two (2) members on the Executive Board.

A. President.

- Sponsorship
 - New Association recruitment
 - Officials contract
- B. Secretary
- Association boundaries
 - Maintenance of league records
 - Registration forms
 - Team certification
 - Maintain corporate and tax-exempt status records
- C. Treasurer
- Finances
 - Tax returns
 - Grants
- D. Tournament Director
- Handles all aspects of the JFA End-of-Season Tourney(s)
 - Contact for all regional tourneys
 - Coaching and other JFA-sponsored clinics
- E. Scheduling Director
- Regular season scheduling
 - Post-season scheduling
 - Venue issues and disputes
 - Review Weekly Incident Reports
- F. League Information/Communications Director
- Marketing
 - Internet
 - Publicity
- G. Compliance Director
- Initial contact for any grievances/rule questions
 - Rulebook
 - Rulebook violations
 - Interface with officials association during the season
3. GENERAL BOARD RESPONSIBILITIES
- A. Meet semi-monthly. February, April (Rules), June, August (Scheduling), October (Playoff), December (Opt-In and Executive Board Election)
- B. Vote on all rule changes. Rule change requires a 2/3 vote.
- C. Vote to elect the Executive Board.
- D. Confirm Associations opting in for the following year.
4. ASSOCIATIONS

Associations are geographic-based organizations that sponsor and administer two or more teams. They form and oversee teams, raise money, buy equipment, secure practice and game field space, recruit coaches, etc. Associations are characterized by specific geographical areas defined by zip code or specific streets or natural boundaries within a split zip code and approved by the League. Associations may not hold registration outside of their own geographic boundaries.

JFA requires each member Association to abide to the following requirements:

- A. to register with the State of Arizona Corporation Commission.
- B. to organize and operate as a “non-profit” 501 c 3 organization.
- C. to file all required yearly federal and state tax forms and statements.
- D. to establish a Board of Directors, to oversee its Association business.
- E. to develop and follow a set of Association by-laws.
- F. to hold monthly local Association meetings, with appropriate financial statements and meeting minutes.
- G. to apply and pay for all the required insurance coverage.
- H. to purchase and supply to its participants safe and certified playing equipment (unless obtaining equipment through a JFA-sponsored program).
- I. to develop its territory, offering Cheer, Flag and/or Tackle football programs to all children within their geographic area.
- J. to support all JFA League programs and events, which may include JFA fundraising events, JFA clinics, JFA special events, and JFA championship and tournament games.
- K. to formally opt-in or opt-out of JFA in December of each year.
- L. to stay current on all JFA financial obligations.
- M. to develop good working relationships with local high school football programs, and local parks and recreation departments or similar agencies.
- N. to handle all internal or intra charter discipline in a timely fashion as required by this Rulebook.
- O. to report all game day incidents and scores within 24 hours of completion. An incident is described as a forfeit, player, coach, parent or volunteer ejection, failure to comply with game day procedures, run up score violation or crowd control incident may result in forfeit, fine or suspension.
- P. Associations will generally be formed based on zip codes. Zip codes may be split or shared between two Associations. In this case the physical breakdown by street, river or mountain will be included in **APPENDIX C** with the boundary map.
- Q. Associations are based on the public school enrollment within their territory and will be classified as follows.
 - 1) Large Associations may have up to 15,000 students enrolled in the public high schools within their territories. Large Associations are expected to field a minimum of 1 team at midget and 2 teams at all other levels.
 - 2) Small Associations may have up to 7,000 students enrolled in the public high schools within their territories. Small Associations are expected to field a minimum of 1 at all levels other than midget.
- R. New Associations will be placed on a 2 year probationary period to meet the above requirement. Failing to meet the minimum team requirement after that time may result in a review of the Association’s territory.
- S. To follow and observe all JFA-mandated safety programs, as well as all adopted or published JFA rules and bylaws.
- T. To enforce and uphold any disciplinary action taken by JFA with respect to teams, coaches, players, parents and other volunteers.

5. TEAMS

A team is the basic unit of play. Teams are organized under the direction of a Head Coach. Teams must field a minimum of 14 players to participate in a game. It is expected that teams will certify a roster of at least 20 players, but JFA may allow teams with fewer than 20 players to certify and be scheduled.

6. PARTICIPATING TEAMS

A Participating Team is a Team that has no permanent Association affiliation but is requesting to play in the JFA. Participating teams have the following responsibilities.

- A. Must provide a roster and territory for consideration. The territory must be done by contiguous zip code and may not contain more than 15,000 high school student enrollment.
- B. Are allowed in on a season by season basis only.
- C. Must be approved by the Executive Board.
- D. Must be approved by any Association where they draw players. The three (3) allowed Out Of Area player allowance may be used to avoid this requirement.
- E. Must establish a partnership with a parent Association for the purpose of establishing a home field.
- F. Must pay all dues prior to being scheduled. This includes insurance, all home referee and EMT fees and playoff fees.
- G. Participating Teams will not have any voting privileges.

7. DIVISIONS

Division refers to one of two playing divisions; Division 1 and Division 2. The concept is that competitive football is more enjoyable for everyone than non-competitive games. We will make every attempt to minimize the number of cross Division games however we cannot promise to eliminate them.

Head Coaches may petition through their Association to play in either division prior to the Scheduling General Board Meeting. The Head Coach of the top 50% of Division 1 teams by regular season record and the Division 2 champion MUST play Division 1 the following season.

JFA will provide guidance for its member Associations to best place teams in D1 or D2.

The JFA Executive Board will consider all requests for a specific Division. The Executive Board may consider the following items in determining how the divisions will be split; the Head Coach's experience, is the team staying down or moving up, the number of returning players, prior record, age mix of the team, and number and strength of other Division requests. The JFA Executive Board reserves the right to decline a request for scheduling purposes or if the request would result in the team being outside its competitive level (e.g., a 0-9 team with a new coach requesting D1 play).

Should a Weight Class have seven (7) or fewer teams we will only have Division 1 at that level.

Should the number of teams in a Weight Class reach 30 the Executive Board may add a 3rd division.

8. WEIGHT CLASSES

Weight Class refers to one of seven (7) Age/Weight classifications: Flag (F), Mitey-Mite (MM), Cadet (C), Junior Peewee (JPW), Peewee (PW), Junior Midget (JM), Midget (M), The ages and weights for each Weight Class are listed in **Appendices A & B** to this Rulebook.

ARTICLE III – DISCIPLINE

The JFA Rulebook is to be followed both in the Spirit and Letter of the rules. Below are the general principles of discipline.

1. GENERAL DISCIPLINE

- A. Individual Associations are responsible for internal (or intra-Association) discipline and incidents. JFA will be responsible for external (or, inter-Association) discipline and incidents, provided that the individual Associations involved are first expected to investigate and take action jointly.
- B. Individual head coaches and Associations are responsible to report game day incidents to the JFA Compliance Director. Incidents include, serious injury, ejections, run up scores, and player/coach/crowd conduct.

- C. Individual Associations are responsible to report the resolution and synopsis of the incident to the Compliance Director in a timely matter (whether internal or external matters). Untimely investigation or resolution of internal or external matters will be deemed to be a failure to act by the applicable Association(s).
- D. Failure to resolve and report in-season incidents to the Compliance Director by Wednesday before the next playing Saturday is viewed as a failure to act.
- E. In the case of a failure to act, the Executive Board will resolve the matter. The Association(s) involved must turn all evidence over to the Compliance Director promptly upon request.
- F. The Executive Board reserves the right to either hold a hearing or issue findings based on information obtained.
- G. The Executive Board's ruling is final.
- H. The Executive Board may review any internal (or intra-Association) resolution if it believes the matter has not been handled in good faith. Similarly, with respect to any external (or inter-Association) resolution, the Executive Board may review any resolution between two or more Associations that it believes has not be handled in good faith by such Associations.
- I. The Executive Board will not hold appeals of an Association's ruling except as contemplated by Rule III.1.H above.
- J. A written complaint by any Association President or Head Coach lodged with the Compliance Director that is not covered under this Rule III.1 will be investigated by the Executive Board. No communication to the League will be deemed to be a complaint if it is not in writing. At all times, the Executive Board retains the right to either hold a hearing or render a ruling based on written statements, interviews, physical evidence such as video or any other form of evidence it deems appropriate.
- K. Any party against whom disciplinary action is being considered shall have a reasonable opportunity to provide evidence including notarized written affidavits in the case of direct complaints to the Executive Board.

2. SPECIFIC OFFENSES

The following guidelines should be applied to all disciplinary matters and be used as a guide by Associations.

- A. Criminal Matters. If something happens for which criminal charges could result then upon learning of the incident, an Association or JFA participant, volunteer or parent is expected to contact the appropriate authorities and turn over any evidence that it, he or she may have. Full cooperation with the appropriate civil authority is mandatory. Any person subject to criminal proceedings as a result of his or her actions in a JFA event shall be automatically suspended from all JFA activities pending a resolution of the matter. A finding of 'not guilty' or dismissal of criminal charges shall result in termination of such automatic suspension provided however that such finding or dismissal shall not prevent action being taken by the applicable Committee in the event a complaint is filed with JFA with respect to the same conduct. In the event such a complaint is filed, it shall proceed as would any other filed complaint.
- B. Certain Definitions and Offenses. The following are definitions of certain offenses and the specific penalties in the event a person is found to have committed them. All suspensions for 1 game are assumed to be game day suspensions and the offending party may not be in attendance at the game. Any suspension greater than 1 game is for all team/Association/League activity.
 - 1) Ejections. All ejections which occur in game are subject to AIA rules which dictate the player or volunteer is ineligible for the following game. We have a reporting mechanism in place with the officials and coaches to report ejections. Failure to report an ejection is viewed as a lack of cooperation/obstruction below.
 - 2) Adults.
 - a) Intentional Score Run Up. In the event a coach is found to have intentionally violated the rules concerning running up the score of a game, then the minimum penalty for the first offense shall be probation for one year and for a second offense shall be a suspension of at least one year.

- b) Mandatory Play Rule: In the event a coach is found to have violated the rules concerning minimum plays, the first offense shall result in a probation and the second offense shall result in a mandatory suspension.
 - c) Lack of Cooperation/Obstruction: Lack of cooperation with JFA, Association or team authorities and/or obstruction of an official JFA, Association, or team investigation into and hearing of cases of a disciplinary or dispute/conflict nature shall result in a minimum penalty of at least suspension until compliance is achieved.
 - d) Other Offenses: The following offenses shall have a minimum penalty of a 1 year suspension for the first offense and a permanent suspension for the second offense:
 - I. Endangerment Of Juveniles: Defined as any practice placing the health, welfare and safety of a juvenile in jeopardy, including "sweating down." Sweating down applies in the broadest sense of inducing weight loss by any artificial means, including, but not limited to, use of steam room or cabinets, rubber sweat suits, weight reducing or appetite-killing drugs, and/or diuretics (water pills).
 - II. Teaching Prohibited Offense & Defense Techniques: Teaching such techniques to players and/or encouraging or teaching players to physically hurt opponents.
 - III. Fighting: Fighting among same team or opponent team adults, fans and officials.
 - IV. Cheating: Cheating of any type, including, but not limited to, forging of birth certifications, falsification of roster data, violating any rule that if successful would result in an illegal player being rostered on a team, etc.
 - V. Threats: Threats of a physical nature or otherwise, against JFA, Association or team authorities.
 - VI. Failure to Follow Proper Mandatory Play Rules. Failing to follow the required mandatory play rules (including the JFA mandated play check processes as well as providing the minimum number of plays to a player).
 - VII. Gambling On Game Outcome: Self-descriptive.
- 3) Team and/or Association. The following are guidelines with respect to offenses committed by teams and/or their Associations. The penalties listed are recommendations only (and actual penalties can be more or less severe).
- a) Failure To Keep Faith With Juveniles & Parents: This charge covers any deliberate practice of a team or Association which places the health, welfare and safety of juveniles in jeopardy, or exploits or treats them in such a manner that the juvenile becomes a "tool" of the team. To file this charge, the violation must result from team or Association policy, and not be an aberration of one individual. This implies that the practice is carried out by order, of or with the knowledge of, the officership, and no steps are taken to end it. The charge can also cover failure to supervise implementation of the Mandatory Play Rule and the intentional running-up of scores. Recommended Minimum Penalty: Probation of the organization coupled with permanent suspension of its president and all others who participated in the practice. Upon a second offense, suspension of the organization until all officers are removed.
 - b) Fighting/Rioting/Incitement To Riot: At games or scrimmages between different teams, any fight or riot between team members, as opposed to one-on-one altercations, will be deemed a team offense rather than an individual offense. An incitement to riot is defined as team heckling or "egging-on" of an opponent in a manner which may result in a fit or riot. Recommended Minimum Penalty: If game-related: Forfeiture of the game for first offense; forfeiture of the season for second offense within the same season.
 - c) Use of Ineligible or Illegal Players: Forfeiture of all games in which the ineligible or illegal player was a member of the team and participated in a game shall be the standard penalty applied to the offending team. If the coach or Association was aware.
 - d) Suspension of Penalty. For any of the above offenses, the minimum mandated penalty for the first offense may be suspended and the accused placed upon probation instead. However, suspension of the minimum mandated penalty is not recommended unless there are

substantial mitigating circumstances and a finding by the Association or Executive Board that malice was not evidenced.

- e) Automatic Suspension for Game Forfeiture. In addition to the foregoing provisions and possible additional sanction, there will be an automatic one (1) game suspension of the head coach if a team forfeits a game or otherwise fails to field a team with the minimum number of required players. This suspension may be appealed to the Scheduling Chair only, for consideration by the Executive Board, if there are circumstances surrounding the forfeit

3. No Lawsuit Agreement

Each person participating in the JFA Youth Football program, coaches, parents, player and cheerleaders must sign a written contract which will require all people involved in the program to waive any legal right that they may have to file a lawsuit or bring an action against the Association or JFA in which it is alleged that the Association and/or JFA or either of their officers, directors, volunteers or coaches has failed to follow any applicable Association or JFA rule.

EXPLANATORY NOTE: In the past, parents have filed, or threatened to file, lawsuits which complained that the manner in which youth sports leagues have enforced the rules has been unfair or wrong. JFA and its Associations are volunteer-run organizations which play one season at a time. Accordingly, if anyone disagrees with any enforcement or interpretation of such rules, his/her remedy is limited to joining another organization. Simply stated, JFA and its Associations cannot allow a small group of individuals to attempt to use the court system for their own gain because it will jeopardize the vast majority of the rest of the League.

The required contract will provide that parents or volunteers not only waive the rights to bring an action, but also that they will be liable for all expenses incurred by JFA (including attorneys' fees) in the event if they are involved in a matter which requires an Association or JFA to defend such a prohibited lawsuit.

Any lawsuit filed on behalf of a team, coach or an Association by an outside party against JFA will result in immediate suspension of all playing rights of all the teams in the Association. Legal action, or threatened legal action, will be considered during the annual opt-out evaluation process for the next season.

SECTION B - General Operating Rules

INTRODUCTION TO THE RULES

The rules contained herein WILL BE ENFORCED by the League.

THE JFA playing season shall be defined as August 1 through December 1st, unless extended due to League-sponsored post-season tournaments.

All League administrative personnel, coaches, players and spirit participants are subject to disciplinary action for violations of JFA rules and regulations at any time during a stated playing season.

ARTICLE I – FINANCES, MEETINGS and EVENTS

1. FINANCES

- A. JFA as a whole intends to operate on a \$0 cash basis. As such, all allocations of funds will be assigned to individual Associations or participating teams on a per tackle team basis. These funds must be paid promptly. JFA plans to pursue fundraising activities to help defray JFA-costs and assist Associations. However, no Association should assume that it will receive funds from JFA and should expect to contribute to operating costs of the League. JFA will provide Associations with advanced notice of League expenses for planning purposes.
- B. If an Association is 30 days late on \$250 or more they will lose voting rights until the debt is paid in full. The voting rights lost will include all rights with respect to JFA matters, at both the Executive and General Board levels. (This also applies to fees owed to game officials or other similar third-party contractors whose services are coordinated through the League.)
- C. Associations which owe dues from the previous season after August 1st will not be scheduled.
- D. Associations and Participating Teams may be assessed a per team fee to offset general operating costs of the league. Associations must have liability insurance coverage.

2. EXECUTIVE BOARD

- A. Meet monthly to discuss, set and review action plans for all upcoming events.
- B. Review all incident reports from games and resolutions from Associations.
- C. Review all injury reports from games and coordinate any insurance claims.
- D. The Executive Board is the final voting authority on all matters not specifically assigned to the General Board or Associations elsewhere in this Rulebook
- E. Executive Board Meetings are not open to the public although the Executive Board may invite specific parties at their discretion.
- F. At its discretion, it may add a General Board Meeting with a minimum 10 days written (or emailed) notice to Associations.
- G. Set the dates and locations of all General Board Meetings.
- H. Decisions shall be made upon a majority of the votes cast.

3. GENERAL BOARD

General Board Meetings are chaired by the JFA President. Their function is to provide the Associations and Participating Teams operational information and assistance, report all relevant information from the Executive Board Meetings and perform the duties listed below.

- A. February. General Meeting,
- B. April. General Meeting and Rule Changes.
- C. June. General Meeting
- D. August. General Meeting and Scheduling.
- E. October. General Meeting and Playoffs Scheduling
- F. December. General Meeting, Opt-In and Executive Board Elections

4. RULE CHANGES

All requested changes to this Rulebook must be submitted by an Association to the Executive Board by February 1. The Executive Board will consider, may amend and will vote on all changes suggested. The Executive Board may also suggest changes on its own. The Executive Board will make the proposed Rulebook available no later than March 15th to the General Board. The General Board may accept, accept with amendments or reject the Rulebook at the April General Board Meeting. Any vote to change the Rulebook requires a 2/3 vote of the Associations present and voting at the applicable meeting. Should the proposed Rulebook not receive the necessary 2/3 vote, the prior year's Rulebook will remain in effect.

5. SCHEDULING

The August General Board meeting covering scheduling will occur on the first Saturday of practice. All Associations, shall have completed and turned in their Division requests in by July 31st giving the Executive Board ample time to split the divisions. For a team to be eligible to be scheduled they must meet the following.

- A. Meet the requirements of the Finances section above.
- B. Commit to playing all scheduled games.
- C. Commits to paying any fines for forfeit.
- D. Be able to host games in a minimum of 5 weeks.
- E. Be able to host one half of the Association's games.

Outside of all JFA scheduled games and playoff games, individual teams may play other teams or in other tournaments. It is expected that teams doing so receive approval for said games from their individual Associations.

6. PLAYOFF SCHEDULING

The October General Board Meeting covering scheduling will occur on the Sunday following the last regular season game. The playoff scheduling meeting will schedule all playoff games according to **APPENDIX I**. In addition to playoff games all non playoff teams will be scheduled for bonus games against other teams of similar caliber. As such, all Associations are required to bring field availability to the meeting.

All playoff teams losing will be scheduled by the Scheduling Chairman until the playoffs are over.

7. OPT-IN SESSION

Following the end of the regular December General Board Meeting a mutual opt-in session will occur. Associations may choose to continue their affiliation with JFA and the General Board will then have the option to continue it's affiliation with each member Association. All Associations will either opt-in or opt-out for the coming season. Associations may opt-in or out in written form prior to the meeting. Following the opt-in session, those Associations opting in will be given the opportunity to call a vote to exclude any Association from the coming year with cause. If an Association's future participation is called into question, a discussion and majority vote of the General Board will follow. The vote will occur at the same meeting. A majority vote either way will carry.

8. ELECTION OF THE EXECUTIVE BOARD

The Election of the Executive Board will occur following the opt-in session. The voting members will be all General Board members with mutual opt-in and the exiting Executive Board. No Executive Board member shall vote in any election in which they are a candidate. Executive Board positions have a 2 year term limit.

Nominations may be taken for each position as early as the October General Board Meeting up to the election by any General Board Member. The election for each position will occur

The Executive Board will be listed as officers with the Arizona Corporation Commission on each yearly report..

ARTICLE II - GENERAL RULES AND REGULATIONS

1. POWERS/AUTHORITY OF THE LEAGUE

The League has, among its powers, the obligation and authority to make and enforce the Code(s) of Conduct and the Rulebook.

2. COACHES REQUIREMENTS

A team's or squad's coaching staff is in complete charge of the team or squad whenever it is together on the practice or playing field, traveling as a group to and from practice sessions and games, or together for any team function, such as a banquet. The coach's staff is under the direction of the Head Coach; other coaches are called Assistant Coaches. All Coaches will abide by and be held to the Coaches Code of Conduct set forth in **Appendix D**.

The following applies to all coaches:

- A. A Head Coach must be at least 21 years of age.
- B. An Assistant Coach must be at least 18 years of age or a high school graduate.
- C. Teams/squads are permitted to carry up to four (4) Coach-Trainees and/or Student cheer demonstrators, who must be a minimum of 14 years of age and a maximum of 18 years of age.
- D. The Head Coach will determine the assignments of the Assistant Coaches.
- E. At least two (2) of the badge carrying staff must be the holder of a current Red Cross Card in Community CPR and First Aid or its equivalent.
- F. Coaches are to be selected by methods approved by Association rules and/or by-laws.
- G. Once approved for coaching, a coach is automatically terminated at the close of each season. To coach the following year, the same Association approval is required. Any violation of the rules committed by a coach during the season, even though the hearing is not held until after the close of the season, is still under the jurisdiction of the sponsoring Association.
- H. Coaches do not make Association or League policy. Rather, they carry it out. However, on the playing and practice fields, the coaching staff is in complete charge and shall not be interfered with except in

cases of rules violations and any other conduct deemed by higher authority to be contrary to the welfare of youth.

- I. The Head Football Coach has final responsibility for his/her actions, those of his/her assistant coaches, players, staff and parents.
- J. Associations will establish and publish procedures for selection of coaches.
- K. Any person under suspension from the JFA is ineligible to be a volunteer at the team or Association level.
- L. All JFA tackle head coaches must (1) attend the annual League-sponsored or approved coaches clinic or (2) be a USA Football certified coach to be eligible to coach in the League.

3. REGISTRATION

JFA has a simple first-in first-served policy, aka no-cut policy. Associations must hold open publicized registrations in an attempt to maximize their participation within their community. Each Association must post its registration location, dates and times prominently on its home page of its website. Each Association must hold registration for and on the minimum official JFA dates (e.g., 9a-12p on the April, May and June dates set by JFA).

Associations or its volunteers may not restrict the ability to register or have a tryout other than a tryout to accurately place the player on an appropriate team for his age, weight and skill level.

A participant cannot begin practice with a team or squad until he/she has registered. To register, a parent or guardian must sign a League approved application and provide the additional required documentation. Registration fees may be collected at this time.

The Association is responsible to confirm all participant documents, registration forms, etc. meet JFA guidelines.

4. CLOSING REGISTRATION

Associations are strongly encouraged to leave their registration open at a minimum through the June-mandated league registration. Associations which close registration completely or in a specific Weight Class must immediately notify the Executive Board and provide a complete list of players in the Weight Classes which are closed. That Association may not add players to any team in a closed Weight Class.

5. PARENTAL CONSENT

A written statement from either parent or the legal guardian, indicating that the child has his or her permission to play must be maintained with the team at all times (ie, in the Book). This requirement will be satisfied by completion and submission by such adult of a JFA-approved registration form during the registration process (whether in hard copy or electronically). The Association will monitor this requirement.

6. MEDICAL EXAMINATION

A signed statement from an examining physician that the candidate is physically fit and there are no observable conditions that would contraindicate him/her playing football. NOTE: If regular school medical examination was performed after January 1 of the current year, and the results are releasable to parents, a copy of such report may be used in lieu of a new examination. The doctor's signature must be legible, stamped with his name and/or his name printed on the physical form. An address or licensure number for the physician must accompany the physician's signature. Any minor volunteer must also meet this requirement.

The medical statement identified above is a necessary prerequisite to physical participation by any player. The written proof demonstrating compliance with the required medical exam and medical clearance shall be on such forms as may be used by JFA. The Association will monitor this requirement.

SPECIAL NOTE: A person with a loss of limb may participate provided that the individual has a signed statement of approval from an examining physician and that the use of the limb is no more dangerous to players than the corresponding human limb, and does not place an opponent at a disadvantage.

7. PROOF OF AGE

A certified copy of the birth certificate on file bearing the seal of the issuing office of the state of birth is the best guarantee of reliability of claimed birth date (a copy is acceptable). Passports, Military ID cards and

certified wallet-size certificates issued by a state or commonwealth are acceptable. Hospital certificates and baptismal certificates **are not acceptable**. JFA will monitor the proof of age requirement. Proof of age must be provided for Team Book Certification.

8. PROOF OF RESIDENCY

All participants must provide one of the following documents to ascertain physical residency. Further, if a family moves between registration and certification date, they will be required to provide updated copies of address change such that all team assignment rules are adhered to. Failure to do so will result in possible forfeiture of games and suspension of participants.

- A. Current water, gas, or electric bill in the name of the parent/guardian of the child.
- B. A mortgage statement that shows the physical residence and the mailing address matching.
- C. Telephone, cable, credit card or other bills are NOT acceptable.
- D. In cases where A above cannot be met, League approval of alternate documentation is required, as determined by the Executive Board.
- E. The date on the Proof of Residency must be dated between March 1st and August 31st.

JFA will monitor proof of residency and it must be provided for verification at Team Book Certification.

9. SCHOLASTIC FITNESS

JFA has no negative scholastic fitness policy as it is a pay to play organization. JFA encourages Associations to adopt positive reward based Scholastic Fitness programs which reward excellence in the classroom.

10. ALL-STARS

All-Star teams or squads are prohibited during the JFA regular season and playoffs. All Star teams or squads may form from JFA players outside the above. **During the regular season or playoffs**, any Association found to play a game(s) with All-Star players will have their membership revoked.

11. LEAGUE AWARDS

The League shall be responsible for and will provide and pay for the following awards: Tackle Football, Division I and II, championships (first place and second place awards).

12. CAMPS AND OFF SEASON PRACTICE

The League, Association or any personnel associated within shall not require or mandate that a JFA football team in part or in whole with or without coach(s) attend a football or other camp. However, a JFA the players on a team may in part or in whole attend a camp if they so choose to, providing the following conditions are met:

- A. Coach or other team affiliated personnel does not make it MANDATORY
- B. Any camp or off season practice, shall not be endorsed or sponsored by JFA, any Association or any Team, which does not provide as part of its services, an accident insurance plan for the camp participants.

13. MEDICAL PERSONNEL

The home team or hosting organization has the responsibility to provide medical coverage at each game or competition. In the absence of a physician and/or ambulance on the site, the minimum safety requirement will be the presence of one individual associated with the home team/host Association who is currently EMT or ATC (athletic trainer) qualified. Establish an emergency plan that fits your specific needs.

A similar plan should be in place for teams traveling to away games. A staff member (Business Manager) must carry the entire team's medical release forms and emergency numbers for all players in case of an emergency their parent(s) or guardian must be reached. Having the family physician's number opposite the participants name is also recommended.

14. INJURED PARTICIPANTS

Claim procedures will be set up by the League and adhered to by all Associations to handle insurance claims for injuries.

15. CHARGING ADMISSION

No mandatory admission shall be charged to participating players, spirit squad members, or coaching staff members of a team playing any JFA game, whether it be a preseason, regular season, post-season game, bowl game, or League playoff /Championship game.

Admission to Playoff / Championship Games and Spirit Championships: The League reserves the right to charge admission to any League Playoff or Championship event to spectators only.

16. GAME-RELATED PROTESTS

- A. Only protests involving the eligibility of a player shall be considered.
- B. Protests are decided in accordance with the administrative procedures of the League.
- C. Protests must be filed in writing with the Compliance Director by 5 pm the day following the game.

17. VOLUNTARY WITHDRAWAL

Any JFA Member Association may voluntarily withdraw from League membership by tendering its written resignation to any current JFA Executive Board Member. Said written notice **must** be signed by the current Association President, and may also be signed by one other current Association Board members. This notice to withdraw can be delivered by U.S. Mail, by e-mail, or in person. Along with notice to withdraw, all fines, and debts owed to JFA, or any of its member Associations, must be paid in full at the time that the notice is given. The JFA Executive Board shall make the withdrawal known to the General Board.

An Association may not have Dual participation with another league for the fall tackle football season, without JFA approval. Unauthorized dual participation will constitute an immediate voluntary withdrawal from JFA.

The boundary area / zip codes that said member Association had operated in, shall become available to an approved "new" Association or existing member Association who wishes to adjust or expand its territory.

ARTICLE III - TEAM FORMATION AND CERTIFICATION

1. INTRODUCTION

Each Association may at its discretion form teams as it sees fit to best serve its community while at the same time working to further the JFA's goal to serve all children who wish to play football in their territory and to grow their Association to the JFA's size minimum for either a Small or Large Association.

2. TERRITORY

Associations and Participating Teams have geographic boundaries generally defined by zip code. The size of the territory, either large or small, is defined by the enrollment in Public High Schools within their territory. A small territory has between 1 and 7,000 students. A large territory has between 7,001 and 15,000 students.

The Executive Board Secretary will use his/her best judgement in assigning territory such that an unassigned territory doesn't become landlocked in too small a size to be desirable to a potential new Association.

3. GRANDFATHERED PLAYERS

Associations coming to JFA have a one-time opportunity to grandfather players which have played with their Association to remain with that Association regardless of any change in territory. This does not extend to players classified as "Waivers" by other leagues. This does extend to families. The Association must provide a spreadsheet list of players including home address and birthdate, which live outside of their new boundary requesting grandfather status and a copy of all certified rosters from the previous fall season. The Executive Board shall make the final decision as to whom may be grandfathered.

For grandfathered status to continue the family must continue to reside at the grandfathered address. Any change will result in a loss in grandfather status. The player still may fall under "Out of Area Players" below

4. OUT OF AREA PLAYERS

Each team may carry a MAXIMUM of 3 players which do not reside in their territory. The reason is immaterial. Each of these players must have the code OOA on the team's official roster. There is no

further documentation required. There is no special consideration for players whose parents may be the Head Coach, Business Manager or other staff member.

5. DUAL ASSOCIATION TEAMS

Two or more Associations may come together to field a team at a Weight Class where none of them are fielding a team. This is with the express intent of fielding Midget teams in small territory Associations who do not have sufficient players to field teams on their own.

6. UNASSIGNED TERRITORY

All players who live in unassigned territory are considered Out Of Area players.

7. TEAM BOOK CERTIFICATION

Team Books will be "Certified" on one of the Saturday's during the 4 week conditioning period in one large "Certificaton Day." All Business Managers will present the following required information for verification by other Business Managers.

A. **Roster** - Each team must have at least **twenty (20)** players registered and certified as of the final day of certification, a date to be established by the JFA. The roster must be provided in such form as required by JFA (e.g., LeagueWorks or similar format) and may be required in written and electronic format. Out of Area players must be coded with OOA. Each Roster must have a weight which falls in the playing Weight Class for each player. A player with a weight outside of the Weight Class will be required to move to the appropriate Weight Class on this day. Each Roster will be signed by the Association President and Team Head Coach.

B. **List of Assigned Zip Codes Serviced by the Association/Team.**

C. **Registration Form** – League-provided registration form for each player.

D. **Proof of Age.** Details described above. Each player must comply with the required documentation.

E. **Proof of Residency.** Details described above. Each player must comply with the required documentation.

Each Business Manager will check 2 other team books not from their Association. They will be provided a checklist for each team book. They will check for the following.

A. Is the roster signed by the Association President?

B. Is the roster signed by the Head Coach?

C. Is there a minimum of 20 players on the roster?

D. Are any players on the roster outside of the weight limits for the Weight Class? If so list them.

E. Are there more than 3 players outside of the assigned zip codes?

F. Are all players outside of the Assigned Zip Codes coded as OOA? If so list them.

G. Match the Player Name on the Roster and Registration form with the Name on the Proof of Age. Do they match? If not list those not matching or missing

H. Match the Player Birthday on the Roster and Registration form with the Birthday on the Proof of Age. Do they match? If not list those not matching or missing

I. Match the Player Proof of Residency with the Roster. Do they match? If not list those not matching or missing.

Books receiving both checklists free of red flags will have their roster crimped thus making it "Official" for the season. A team is required to retain its most current "Offial" roster in its book. Books with red flags listed by both checkers will be deemed incomplete. The Business Manager will be required to provide the missing or conflicting information to the League Secretary by the following Saturday. Books which remain incomplete on second inspection the following Saturday will result in a forfeit in the week 1 game. Books with conflicting reports will have the discrepancy only be double checked by an Executive Board member and classified as "Official" or "Incomplete"

The League Secretary will retain a copy of the most recent certified roster which will be cross referenced at the playoffs scheduling meeting.

8. LATE REGISTRANTS

Players signing up after book certification day may still be added. All paperwork required above must be sent to the League Secretary. The League Secretary will provide an updated "Official" roster.

The last day to register is the Monday of the 4th week of practice. In doing so the player could be eligible to play in the 3rd game.

9. MANDATORY CUTS

Any participate must be cut who:

- A. is found to have signed up as a result of parental pressure or tells team management he/she does not want to play.
- B. refuses to or cannot furnish the four required items, Parental Consent, Medical Examination, Proof of Age, and Proof of Residency
- C. is found to be simultaneously practicing with any other tackle football team, however, participation in any flag football program, during the JFA season, is allowed.
- D. is a member of any other organized JFA football team—in which event the player will be cut by both teams.
- E. is an extreme discipline problem (and then, only with the concurrence of the Association).
- F. The Association that cuts a player will report the incident with details to the League.

10. PLAYER RECORDS RESPONSIBILITY

Copies of all Applications and team rosters shall be in the possession of the Business Manager or designee during all activities involving the team.

ARTICLE IV - PRACTICE

1. DEFINITION

To prevent possible bending of the rules and as a protection for children, practices are defined as a gathering of players, without minimum number, in the presence of at least one (1) coach, where one or more of the following activities take place.

- A. group conditioning
- B. individual skills session (QB, receiving, blocking, tackling, kicking, etc.)
- C. group skills sessions
- D. dummies and other inanimate contact
- E. play run through with or without pads
- F. play run through with equipment, but without contact
- G. scrimmages with full pads and equipment

Once regular season games begin, Saturdays are considered free days. Teams without a scheduled game may practice, players and coaches may scout other games, teams may view film etc.

Off season practice is not restricted by JFA. Prior to the beginning of the preconditioning period Associations or Teams may conduct combines or camps with the restrictions described in Camps and Off Season Practice above. Associations are to monitor their members to make sure all activities are properly insured..

2. MEDICAL

All practices must be attended by one person holding a Red Cross Community CPR and First Aid Certification, or its equivalent, if not by an EMT or volunteer physician (such as a parent of one of the participants.)

3. PROHIBITED DRILLS

The following exercises and drills are banned from all practices and pre-game warm-ups; straight leg leg lifts, neck bridges (sometimes referred to as neck rolls) and bull in the ring (one player tackling a player assigned by the coach who may not be in the forward vision of the tackling player).

4. PRECONDITIONING

Pre-season practice shall not begin until August 1st (or later). The actual date will be determined in accordance with climate and other factors determined by the League in establishing a common starting date for all teams within the League.

During the first week of practice, conditioning and acclimation will be the focus. Helmets only may be worn until each player has completed 4 hours of practice. After 4 hours, shoulder pads may be added but contact with other players will be avoided. After each player has completed 10 hours of practice, full pads may be added to include full contact with other players in a one on one setting or internal squad scrimmage settings.

Beginning with the first day after the Certification Date, no player may participate in practice without being Weight Certified. Players must practice with a team in the division appropriate to their age and weight. They may not have a certified weight in excess of the maximum for the division they are practicing with. The only exception to this is the player who would not be able to move up in divisions due to age restrictions. This player may practice but cannot have person to person contact with another player until Weight Certified (as provided in Article III of this Section).

The only conditioning/practice that counts for purposes of the above-described requirements is with a player's JFA team. No conditioning credit can be applied for school PE, individual training, practice with another team, etc. Each team is required to record all players practice time during the first four weeks of practice or until all players have 20 hours of practice. The minimum required for a game.

5. PRESEASON PRACTICE

No team or squad may schedule more than 10 hours of practice per week in the 4 weeks of practice before the first week of the scheduled games. A week is defined as Sunday to Saturday. No more than 2 hours and 30 minutes of practice may be scheduled on any one day.

For clarification, there is no additional practice time allowed for water breaks taken during practice.

6. REGULAR SEASON PRACTICE

Commencing with the first week of scheduled games, practice time is limited to 6 hours per week. No more than 2 hours and 30 minutes of practice may be scheduled on any one day.

7. FULL PROTECTIVE EQUIPMENT REQUIRED

At all practices, pre-season or in-season, where person-to person or group person-to dummy contact (such as double team practice or scrimmaging against dummies) takes place, each player must be dressed in the full complement of protective equipment described in "Required Equipment," in Article V below. Individual person to dummy contact is allowed with helmet and mouthpiece

8. CONTROLLED EXTERNAL-SQUAD SCRIMMAGE

After the first week of practice (10 hours) for conditioning, and after the second week of practice (10 hours) in pads in which contact has occurred, teams may engage in joint a practice session with other team(s) in which are called controlled external-squad scrimmages. So as to avoid any misinterpretation, 20 hours of practice is required before external-squad scrimmages may occur. Each participant in a scrimmage must meet the 20 hours of conditioning.

In a controlled external-squad scrimmage, there is prior agreement between coaching staffs that:

A. No official time is kept other than to assure the practice maximum is not violated.

B. No player or team is permitted at any time to engage in a controlled scrimmage or any form of contact drills involving a player, players, or team from a different JFA Weight Class. The exception is if the Association sanctions an event in a hybrid Weight Class typically involving teams from another league.

C. No scrimmage of any kind between teams will be allowed prior to a date to be designated by JFA.

D. A scrimmage is treated as a regular practice and counts toward weekly practice time maximum. For tackle teams to scrimmage, both must have a minimum of fourteen (14) registered and conditioned players on their roster; for flag teams to scrimmage, both must have a minimum of ten (10) registered and conditioned players on their roster.

E. Only one (1) scrimmage per day shall be allowed per team.

F. Round robin type scrimmages shall be permitted but, not including breaks in the schedule, must not exceed two (2) hours and shall not exceed more than three (3) total hours from beginning of warm-up until completion of each team's final scrimmage. Should either the two (2) or three (3) hour time limit be reached for any reason, the scrimmage will immediately cease for that team.

G. While there are no restrictions on the number of scrimmages that may occur during a season, the coaches are to use their discretion and be attentive to the physical condition of their players before making the decision to scrimmage.

9. MEDICAL CLEARANCE/RELEASE

Any participant in tackle, or flag who receives care or treatment from a medical professional including (M.D., D.O., Chiropractor, Hospital E.R., Urgent Care Facility, Medical Clinic) must provide a signed release form authorizing the resumption of practice and game/event participation.

10. SCOUTING

Coaches are not allowed to scout another team's practices, scouting another teams/squad's practice is defined as cheating. Pregame warm-ups are considered part of the game and as such may be scouted. Coaches may scout another team's games in person, by taping the game or by watching a video tape of the game. Punishment for (infraction) (Cheating: suspension for one (1) year, permanent suspension upon the second offense.

11. INCLEMENT WEATHER

A practice may be canceled or called prior to completion because of the proximity of lightning or inclement weather by the Association President or Association Board Member. In case of an emergency, the team Coach, Business Manager or registered adult participant may call the practice. In the event a two (2) hour practice session is called because of inclement weather the remaining time may be rescheduled in the same calendar week with the approval of the Association..

12. WARM WEATHER PRECAUTIONS

Team must guard against serious heat problems, which in extreme high school and college cases have occasionally resulted in death. The training regimen of any team practicing under high heat and/or humidity conditions must:

A. Limit lengthy periods of conditioning without a break to no more than 20 minutes.

B. Schedule practices for early evening, after sun is low in sky.

C. Give players all the water they want to drink, when they want it. Do not substitute soft drinks for water.

D. Each coach must keep an eye on all players and his fellow coaches for the slightest sign of **HEAT EXHAUSTION OR FATIGUE**.

13. SPECIAL MEDICAL NOTE: WARNING OF HEATSTROKE

The American Medical Association and the National Federation of State High School Associations joined recently in warning against heavy football workouts during **HOT WEATHER**. Early practice sessions frequently are conducted in very warm and highly humid weather in many parts of the nation. The two groups said in a special report, "Under such conditions," the report said, "special precautions should be observed. Otherwise the athlete is subject to **HEAT FATIGUE** (depletion of salt and water due to excessive sweating), heat exhaustion (depletion of salt and water) and heatstroke (overheating due to breakdown of sweating mechanism). Heat fatigue dulls the athlete's skillful alertness and makes him vulnerable to injury. These two illnesses can result in serious harm physically and even death. Heat exhaustion and heatstroke are preventable only by careful control of factors in the conditioning program of the athlete ... the old idea that water should be withheld from athletes during workout has absolutely no scientific foundation."

ARTICLE V - TACKLE FOOTBALL RULES

1. APPLICATION OF AIA RULES

Except as specifically modified for JFA, all games are to be played under the state rules for varsity football per the Arizona Interscholastic Association (AIA). All Head Coaches will receive a copy of the current year's Rulebook at the Rules Meeting.

2. LEAGUE AGE AND WEIGHTS

The player's age on July 31st (midnight) of the current year shall be the player's age for the coming season. Junior Football of Arizona's Age and Weight Chart will be adhered to and is **APPENDIX A** and **APPENDIX B** to this Rulebook.

3. SPECIAL RULES FOR THE MITEY MITE DIVISION

- A. Coaches in the Mitey Mite Division may use pre-drawn visual aids on the field during the game.
- B. It will be permissible for one coach from each team to be on the field at all times during a Mitey Mite game. The coach will be permitted in the offensive and defensive huddles. **HOWEVER, ONCE THE HUDDLES BREAK, THE COACHES MUST NOT INTERFERE WITH PLAY AND MUST REMAIN 15 YARDS BACK OF THE LINE OF SCRIMMAGE.**
- C. Mitey Mite teams will not participate in JFA playoff games but will play games in those weeks.
- D. There shall be no rush of punts, field goals or point after touchdown by kick.
- E. Punts, field goals, or point after touchdown by kick are considered free kicks and do not count toward mandatory plays.
- F. The defense may not have more than six (6) players within four (4) yards of the line of scrimmage when the ball is snapped to begin a play. The first offense for a violation of this will be a five (5) yard penalty. Each successive violation will be a fifteen (15) yard unsportsmanlike penalty called against the coach on the field with the defense.

4. SPECIAL RULES FOR THE CADET DIVISION

- A. Coaches in the Cadet Division may use pre-drawn visual aids on the field during the game.
- B. It will be permissible for one coach from each team to be on the field at all times during a Cadet game. The coach will be permitted in the offensive and defensive huddles. **HOWEVER, ONCE THE HUDDLES BREAK, THE COACHES MUST NOT INTERFERE WITH PLAY AND MUST REMAIN 15 YARDS BACK OF THE LINE OF SCRIMMAGE.**
- C. In **PLAYOFF GAMES** coaches are not allowed on the field at all.

5. IN-SEASON DETERMINATION OF WEIGHT

Each team will have its players checked **PRIOR TO EACH GAME** during the season to assure that the weight standards are being maintained. The following allowances are allowed for equipment: All weights include jersey, pants/girdle with all required pads, socks and cleats.

Mitey Mite, Cadet, Jr. PeeWee, PeeWee - 5 lbs

Jr. Midget - 6 lbs.

All Business Managers and Equipment Managers that are authorized in the weigh-in area (**ONE COACHES REPRESENTATIVE – [NOT HEAD COACH] ALLOWED IN WEIGHT AREA**) will police this policy and enforce it. Any problems will be reported to the Association's Executive Board.

A digital medical scale is mandatory for weigh-ins. **ALL WEIGHTS SHALL BE ROUNDED DOWN TO THE NEAREST POUND.** For example, if a player's weight on a digital scale is reported to be 110.9 lbs., his official weight is 110 lbs. Scales must be certified each year prior to certification.

6. FAILURE TO PASS IN-SEASON WEIGH-IN

- A. A player failing a weigh-in will be disqualified from participation in that game only. He may sit with the team on the bench after he has removed his helmet and shoulder pads.
- B. Determination of Weigh Master as to the weight eligibility of a player is final.

C. The Weighmaster must note the player and his/her weight on the team mandatory play sheet.

7. CUTTING OF PLAYERS BELOW 45 POUNDS

In addition to those reasons listed in **Mandatory Cuts and Voluntary Cuts**, any player must be cut who weighs less than 45 pounds at the time of certification. We suggest this player be moved to the flag program, if age allows.

8. MINIMUM ROSTER SIZE

A **minimum of 14 players** must be dressed and eligible to play at each game. If a team starts a game with 14 players, they must maintain 14 eligible players during the game and finish the game with 14 players. Any team which forfeits two successive games by reason of an insufficient number of players shall be investigated by the League for a determination as to whether to forfeit the balance of the season.

9. MANDATORY PLAY RULE

The following shall be the mandatory play rule (MPR) for all JFA tackle football teams and shall be followed without exception, based on the number of eligible players at the time of the game (weigh-in).

14 - 25 players - 10 plays

26 or more - 8 plays

Each team will provide a primary and secondary MPR Monitor. The primary monitor will go to the opposing sideline and will complete the minimum play form for the opposing team. The secondary monitor will remain on their sideline and assist the opposing team's primary monitor in completing the minimum play form. Teams should show good sportsmanship toward the MPR Monitor visiting their sideline. The MPR Monitor should show good sportsmanship toward the team they are visiting.

- A. The plays must be from the line of scrimmage or point after touchdown tries with a live rush.
- B. Plays not from the line of scrimmage or which do not have a live rush will not count toward minimum plays.
 - 1) Kickoffs, Kickoff Returns and Free kicks shall not be used in fulfilling the MPR requirement at all divisions.
 - 2) In Addition for Mitey Mite: Punts, Punt Return, FG, FG Block, Kicked PAT or Kicked PAT block will not be used in fulfilling the MPR requirement.
- C. A play shall not count toward fulfillment of the MPR if the play results in a penalty which causes the down to be replayed.
- D. All players shall be provided their mandatory plays by participation in "active plays", without the intent to minimize the action or integrity of the plays. Plays such as, but not limited, to having the center snap the ball to the quarterback, and then the quarterback falls to the ground, while substitutes are playing the other positions, shall NOT be considered as active plays.
- E. All players shall receive their mandatory plays by the end of the third quarter, or they shall enter the game at the start of the fourth quarter. The team primary and secondary MPR Monitor, in conjunction with the Field Monitor or other field representative shall check plays at the conclusion of the third period. Any player lacking the minimum number of mandatory plays shall be inserted at that time and shall remain in the game until they have received their required number of plays.
- F. The MPR form must be arranged in numerical order (starting with the lowest uniform number at the top).
- G. Required plays must be completed as the game progresses. The minimum play count cannot be completed in part or in full prior to the game.

10. FIELDS AND MARKINGS

- A. The home team is responsible for the preparation of the playing field and all required accessories for a game. All fields will be equipped and marked in accordance with high school standards. Crowd control barriers must be in place and preferably at least 15 feet from the sidelines of the field and must extend from goal line to goal line. Failure to provide a viable home field on the scheduled date will result in a forfeit for the home team.

- B. The bench area is reserved for players, coaches, and authorized team personnel only. The sidelines areas are reserved for the game physician and chain crew, with the balance of the sidelines kept clear except for the presence of medical and law enforcement personnel, and authorized members of the press.
- C. The 80 yard field is permissible for all Mitey Mite games and non-playoff Cadet games.
- D. The Home Association will provide chains, down markers for the games at their home fields, and will also have an Association official as a single point of contact for all teams. This person may be a Field Monitor, General Manager, Athletic Director, but must be knowledgeable of the Local Rules.
- E. The Chain Crew will operate on the home team's side of the field, or as agreed to between the home team and the officials. Chain crews may not coach from the sidelines and must remain neutral.

11. GAME BALL

- A. Official game balls will be used, and each team has the option to use their own game ball. The ball shall be of a good grade of leather, rubber or composite material with specifications in the area of:

<u>Manufacturer</u>	<u>Flag/MM/Cadet</u>	<u>JPW/PW</u>	<u>JM/M/AA</u>
Spalding (last letters)	-PW	-J	-Y
Baden (last letters)	-PW	-JR	-Y
Rawlings (last letters)	-PW	-J	-Y
Wilson	PeeWee K2	TDJ	TDY
Nike (last letters)	-K	-J	-Y

- B. Equivalent footballs may be used, but the specifications must fall within the range of those specified above for each division of play.
- C. The use of stick-um on the football or the application and use of such on any player's hands is not allowed.

12. PLAYER DESIGNATIONS

- A. Each player shall wear a number between 1 and 99 inclusive. Numbers "0" and "00" are illegal and shall not be worn. Jersey numbers do not need to be "position specific."
- B. No two players will be allowed to wear the same game jersey number, under any circumstances.
- C. During a game in which a public address system is used, the number of any player committing a foul shall not be publicly announced.
- D. The visiting team shall have the choice of jersey colors. It is the responsibility of the home team to wear a jersey of contrasting color. In the case a contrasting jersey does not exist the home team may wear a contrasting practice vest over their jersey. The discussion of jersey color should occur when the head coaches talk earlier in the week.

13. REQUIRED EQUIPMENT

The following items shall be worn by players in all divisions beginning with physical contact in practice session:

- A. Helmet: Required for all contact including dummies. Only helmets bearing the NOCSAE Seal of Certification may be worn. All helmets must bear the current NOCSAE approved "Warning Label: in a visible position on the outside of the helmet. This "Warning Label" is the same label that is furnished by all helmet manufactures and quality reconditioners. (Note: Regulations regarding chin straps and face guards are to be followed per the National High School Federation or NCAA regulations, whichever is applicable.) Face shields on helmets must be clear.
- B. Shoulder pads.
- C. Pants: One Piece or Shell (with Hip Pads, Tail Pads, Thigh Pads, Knee Pads)
- D. Mouthguard (Keeper Strap required.) Required for all contact including dummies. The mouthpiece must be made of any readily visible color other than clear or white.

- E. Male Players: Athletic supporter or compression shorts is strongly recommended, soft cup optional.
- F. Shoes: In all divisions of play: sneakers, molded rubber cleats (soccer style), or detachable rubber (football style) cleats are permitted. No metal cleats are permitted. Cleats may Not exceed a ½" in length.
- G. Eyeglasses: When worn, shall be of athletically approved construction with non-shattering glass (safety glass) or contact lenses. A keeper strap shall be used and presented with the glasses at weigh in. .
- H. Jewelry of any type shall be prohibited per AIA playing rules.
- I. The wearing of headgear containing knots, including beads and/or decorative hair ornaments is prohibited.

14. BLOCKING AND TACKLING RESTRICTIONS

National Federation of High School Associations Rulebook contains extremely strong language on blocking and tackling. It is the responsibility of every JFA coach to be fully informed of, and abide by, all such rules of the governing body (Arizona Interscholastic Association, AIA), and to review same every year. If such techniques or any others forbidden are taught by JFA coaches, said coaches shall be dismissed from the program, upon being found guilty following a hearing. For a detailed description of Spearing, Butt Blocking and Face Tackling please refer to the AIA Rulebook under Points of Emphasis, Illegal Helmet Contact. These techniques are dangerous to both blocker and opponent. All Head Coaches must explain to all players that these tactics are both illegal and dangerous.

15. LENGTH OF QUARTERS

- A. 10 (ten) minute quarters.
- B. Half-Time shall be no more than 15 minutes in length.
- C. Time to be kept per AIA rules.

16. TIME CLOCK

The referee shall decide where the clock will be kept if the field is not equipped with a scoreboard timing device. In any event, the referee has final authority to have the clock kept on the field if, in his judgment, the host Association's clock operator is not qualified.

17. INJURED PLAYERS

Injured player: Once removed by reason of injury, a player shall not re-enter the game without the approval of a currently certified EMT, paramedic, a person certified in First Aid and Safety, or authorized licensed physician.

18. REGARDING INELIGIBLE PLAYERS

- A. Forfeiture of all games in which the ineligible player was a member of the team shall be the penalty applied to the team involved. There shall be no exceptions. There are five (5) unequivocal definitions of an ineligible player, from which there are no appeals:
 - 1) Over-weight
 - 2) Over-age
 - 3) Residing outside of prescribed team or Association boundaries proper declaration
 - 4) Falsification of data concerning any of the above.
 - 5) A player who has not completed the required conditioning and contact practice, 10/10 player hours.
- B. PENALTY:
 - 1) Forfeiture of all games in which the ineligible participant was a team/squad member.
 - 2) Any coach who is found guilty of having played or otherwise allowed to participate an ineligible player in a pre-season, regular season or post season game or practice will be suspended for a minimum of two (2) years from the date of determination of guilty and there shall be no appeal.

19. SCORING VALUE

Touchdown: 6 points

Point after TD by run or pass: 1 point

Point after TD by kick: 2 points

Safety (awarded to opponent): 2 points

Field Goal: 3 points

Forfeit (offended teams wins by): 1-0

20. LOPSIDED OR INTENTIONALLY RUN-UP SCORES (MERCY RULE)

- A. Any time Team A is ahead of Team B by 30 points or more, there shall be no further kickoffs for Team A, and Team B will be awarded the ball at the 50-yard line following a score. (This procedure shall continue until such time as the point difference is less than 30).
- B. When a 30 point differential has been achieved, the game will be stopped and Team A must insert all players who have not received their minimum plays. They must remain in the game until they have their minimum plays. They may however be removed on punts.
- C. Once a point differential of 30 or more points THE OFFICIAL CLOCK WILL BECOME A RUNNING CLOCK for the duration of the game.
- D. Team A May not use trick plays. Trick plays include halfback passes, reverses, double passes, fumblerooskies etc. Any play with 2 exchanges behind the line of scrimmage is a trick play.
- E. Team A must punt on 3rd down.
- F. Team A may not blitz on defense.
- G. If a game ends with a 30 point or more differential and the head coach of the losing team files a complaint by filing a run up score form the JFA will investigate. The JFA Executive Board shall conduct an investigation, possibly including viewing game tape and talking to staff and members of both teams. If it is determined that Team A intentionally ran the score up, then a penalty shall be imposed on Team A's head coach.
- H. **PENALTY:** Intentionally Run-Up Scores have 3 possible penalties. **Probation:** If the conduct is considered minor. **Suspension:** if the conduct is found to have been major; and **Dismissal** in the case of a repetitive pattern (malice).

21. SIDELINE PERSONNEL

- A. In addition to the coaching staff, a team may have additional support personnel positioned within a team box during the game The total number of team support personnel (badge carrying personnel), including coaches, shall not exceed 13, plus 2 for cheer and up to 4 Coach Trainees or Student cheer demonstrators. Coach Trainees or Student cheer demonstrators do not count toward team staff total count. Only badge carrying personnel from a team are permitted in the coaching box. A chain gang and one ball person are permissible, but may not coach from the sidelines.
- B. The League will issue League approved identification cards to sideline personnel based on the JFA Team Badge Roster Form. This form is to be retained in the team book and must indicate all adult volunteers carrying CPR cards. Photos and individuals names are not required on cards. Association name, Team name, and Title are required. Badge Titles: (1) Head Coach, (1) Business Manager, (2) MPR Monitors, (9) Team Staff, (2) Cheer Staff, and (up to 4) Coach Trainee's and/or Student cheer demonstrators. Cost of the cards and replacement for lost cards will be at the expense of the Association or person involved. All Team Staff volunteers ID badges MUST be displayed on the front of the body for easy identification by Game Officials, Field Monitors, and Association/League Officials.
- C. Each hosting Association will maintain and issue standard identification cards to professional photographers or other professional media, showing proper credentials, while on the sideline during the game. These people are not to interfere with the team or coaching staff in any way, and if they do, will be removed. If the photographer or media person does not have an Association ID badge, they must stay behind the crowd control barrier. Only staff and support personnel listed on that team's Certified Roster and wearing the League issued identification card will be allowed on the sideline during that team's game.

- D. Children (regardless of age) of the staff, support personnel or friends of the participants Will Not be allowed on the sideline during the games. THERE IS NO EXCEPTION TO THIS RULE as insurance is not available for these individuals.

22. SCHEDULED GAMES

- A. Teams must play all games scheduled by JFA. Games are not optional; forfeits for any reason may result in disciplinary against the head coach and monetary action against the Association.
- B. Under no circumstances will a team be allowed to play a game, scrimmage, or practice against a JFA team of another division (i.e., Jr. Midget vs. Pee wee, Jr. Pee wee vs. Pee wee).

23. COMMON REQUIREMENTS - ALL SCHEDULING

The following requirements apply to all scheduling beginning with practice and end with post-season bowl games:

- A. No team, on its own, may arrange a game. All games must be arranged through or with the sanction of its Association.
- B. No team or Association may schedule a game which conflicts with JFA scheduled regular season, playoff or bonus games.
- C. Prior account will be taken of all local and state laws pertaining to the scheduling of athletic contests.
- D. Regular Season and Playoff games shall be scheduled pursuant to the procedures set forth in **APPENDIX I**.
- E. Games that end early by the officials due to weather-related issues will be deemed official, complete games if the game has reached either (i) half-time or (ii) the lop-sided score rules have commenced. Any other game that is ended early due to weather shall not count, but may be rescheduled as followed: (x) the Associations involved must declare by the following Tuesday in written notice to the Scheduling Committee that they wish to replay the game; (y) the game must be fully played no later than the Thursday before the final game of that divisions regular season; and (z) if both Associations have declared that a make-up game will be played and the game is not played in a timely manner then both teams will receive a loss for the game. Games that were started and stopped prior to halftime are to be resumed at the time and score at which they were stopped.

24. POST-SEASON (NON-PLAYOFF) BONUS GAMES

- A. For a team to be eligible for bonus game participation, the team's Association must have paid all League assessments by October 15.
- B. There shall always be official weigh-ins.
- C. The applicable State standard will be the only rules in effect at all bowl games.
- D. Any team that arranges a bonus game(s) conflicting with a JFA scheduled bonus game will be subject to disciplinary action, which could include a fine not to exceed \$300.00.

ARTICLE VI - GENERAL RULES

1. FIELD MONITORS

All JFA games shall be played with the host Association providing an adequately trained Field Monitor who shall observe the game and follow the Field Monitor Protocol as set forth on **APPENDIX F**. Each Association shall make sure that any assigned Field Monitor has been appropriately trained.

2. WEIGH-IN PROCEDURES

All JFA games shall follow the Weigh-In Protocol set forth in **APPENDIX E**. A digital scale is mandatory for weigh-ins.

The home/ hosting Association will provide a certified weigh in official to administer the pregame weigh in (Weigh Master). Each player may cross the scale one time in an attempt to make game weight. **All people participating in a second weigh-in attempt of a player in violation of the precenting sentence (including the player, the business managers, the assistant head coaches and the weigh master present at such time) will be deemed to be violating this rule and will be subject to disciplinary action (including suspension).**

THE ACTUAL WEIGHT OF ANY PLAYER INELIGIBLE TO PLAY BECAUSE OF WEIGHT MUST BE SHOWN ON THE MANDATORY PLAY ROSTER, ALONG WITH THE JERSEY NUMBER FOR OVER WEIGHT PLAYERS: A player who fails to make weight during the pre-game weigh-in will not reweigh at half-time. Only those players who fail to arrive at the game field within ten (10) minutes of a scheduled game time will be weighed at half-time. **ANY ATTEMPT TO WITHHOLD A PLAYER FROM THE PRE-GAME WEIGH-IN TO ENABLE HIM TO “MAKE WEIGHT” AT HALF-TIME WILL BE CONSIDERED A DIRECT VIOLATION OF LEAGUE RULES (SWEATING DOWN A PLAYER AND KNOWINGLY PLAYING AN INELIGIBLE PLAYER.)** Jersey numbers must be on rosters and exchanged prior to the actual weigh-in. No **exceptions are to be made under any circumstances--not for an ounce and not for a pound. Both Business Managers will be held responsible in the event an ineligible player is allowed to participate and they had this knowledge.**

The minimum player requirement is **14** Players. **IN ORDER TO MEET THIS 14 PLAYER REQUIREMENT, ALL 14 PLAYERS MUST BE ABLE TO PARTICIPATE IN THE GAME.**

If at any time during the game one team drops below the minimum number of players, due to injury or ejection, the game shall be stopped, (for the players safety) and the opponent will be declared the winner via “forfeit”. If both teams drop below the minimum number of players, the game shall be stopped, and declared a “tie” game.

3. INCIDENT REPORTS

It is **MANDATORY** that the team’s Head Coach and the Business Manager signature be on the JFA Incident Report Form. The Incident Report covers any issues at the game including but not limited to ejections, protests, crowd control issues, and serious injury.

4. TIE BALL GAMES

- A. In all divisions, tie games shall stand in all regular season games.
- B. Ties shall be broken in League playoff/championship games as well as post-season games using the AIA tie breaker rule as administered by the officials. (for example: coin flip, ball on 10, 4 downs to score, etc.)

5. CONTACT WITH OFFICIALS

- A. If a player or adult should strike (hit) a game official, the offender shall be subject to suspension or to being banned from League activities.
- B. If a player or Adult Volunteer is ejected from a game, by the game official, or Field Monitor, the player or Adult Volunteer shall not participate in the next scheduled game. For a second violation, a two week suspension shall apply. For a third violation, a suspension for the remainder of the season will apply. NOTE – there are no appeals to this rule. Failure to report an ejection by the Head Coach is considered Cheating and will carry additional disciplinary action on the Head Coach.

6. PARENT/COACH CONFLICTS

A conflict resulting from coaching practices must be referred to the Association President or the Association Board of Directors for resolution.

7. GAME STARTING TIME

Failure to field a team thirty (30) minutes after the approved scheduled game time will result in automatic forfeiture of the game to the opposing team. In the event of forfeiture: The team with 14 or more eligible players has the **OPTION** to scrimmage the opposing team (team under 14 players) or not. This will be a controlled scrimmage, not to exceed the time slot allotted for the regular scheduled game. The officials, due to their rules and regulations, **ARE NOT REQUIRED** to officiate scrimmages.

8. EQUIPMENT AND STAFF CERTIFICATION

Association presidents will provide the League the following written Certification:

- A. That the Association’s equipment has been inspected and meets AIA requirements for use in the JFA Football program.

- B. That the Association's Head Coaches, Assistant Coaches, Business Managers, and Team Equipment Managers have been trained and meet League requirements to coach and/or to be a part of a team's staff in the JFA program.

9. HELMET CERTIFICATION

It shall be mandatory that all helmets be inspected, by an authorized NOCSAE Inspection Company. It is recommended by all helmet manufactures that helmets be inspected every two (2) years. The following policy applies:

- A. Each Association is to inspect each helmet in use and storage annually, but for purpose of this rule no later than May 1 of the current calendar year for date of certification and/or purchase date.
- B. Each helmet needs to be inspected using the suggested inspection check list, or an equivalent check list from the helmet manufacturer or authorized certification company. **ANY HELMET THAT IS SUSPECT IS TO IMMEDIATELY BE REMOVED FROM THE ASSOCIATION INVENTORY.**
- C. Any helmet that is out of date but still serviceable may be used, but must be recertified prior to use.

10. EMERGENCY INFORMATION

The hosting Association will prepare and have available to each visiting team an emergency medical list. At a minimum the list will contain the following: (a) street address of school or park where the games are played; (b) location of nearest phone; (c) phone number of emergency vehicles; (d) 911 emergency number; and (e) location of first aid kit.

Each Association will maintain a medical kit for use at practices and on game day.

11. FLAG RULES

JFA Flag Football games shall be run in accordance with the JFA Comprehensive Rulebook as supplemented and modified by the Flag Rules contained in **APPENDIX G**.

12. CHEER RULES

JFA Cheer and Spirit activities shall be run in accordance with the JFA Comprehensive Rulebook as supplemented and modified by the Cheer rules contained in **APPENDIX H**.

13. KEY POLICIES

JFA has adopted Policies on Ethical Behavior, Conflict of Interest, Non-Discrimination and Sexual Harassment which are contained in **APPENDIX J**.

14. BEST PRACTICES

JFA recommends that its Associations pursue best practices in all areas that are discretionary. Similarly, it recommends that its Associations strive to teach the game of football to its players with proper sportsmanship and an approach that will maximize the number of children who play on their teams. To help facilitate these goals, JFA will produce and share "Best Practices" which will be contained in **APPENDIX K**.

APPENDIX A - CERTIFICATION WEIGHT TABLE AND DIRECTIVES

2011	Junior Football of Arizona REGISTRATION WEIGHT CHART								
"SMARTER / SAFER"	Flag = 5,6,7 year olds, with NO weight limit								Ages as of July 31st
AGE DIVISION	7	8	9	10	11	12	13	14	
MITEY MITE	UNLIMITED	95	74						
CADET		UNLIMITED	109	84					
JR. PEE WEE			UNLIMITED	119	94				
PEE WEE				UNLIMITED	134	109			
JR. MIDGET					UNLIMITED	149	124		
MIDGET						UNLIMITED	UNLIMITED	UNLIMITED*	

ALL TACKLE DIVISIONS are **STILL** an "AGE / WEIGHT" PROGRAM, (player age as of July 31st)

MITEY MITE Division, with Coach allowed on the field, is a "instructional division", with NO Championship Game at end of season

MIDGET Division ages 12-13-14, NO 14 year old High School players allowed

NO WEEKLY GROWTH ALLOWANCE through the season, refer to 2011 JFA Rule Book, Art.V, Rule 5, and Appendix "B"

PLAYERS WILL BE GIVEN EQUIPMENT WEIGHT ALLOWANCE OF 5lbs for divisions up through Pee Wee and 6lbs for Jr. Midget.

APPENDIX B - GAME DAY WEIGHT TABLE AND DIRECTIVES

2011	Junior Football of Arizona GAME DAY WEIGHT CHART								
"SMARTER / SAFER"	Flag = 5,6,7 year olds, with NO weight limit								Ages as of July 31st
AGE DIVISION	7	8	9	10	11	12	13	14	
MITEY MITE	unlimited	100	79						
CADET		unlimited	114	89					
JR. PEE WEE			unlimited	124	99				
PEE WEE				unlimited	139	114			
JR. MIDGET					unlimited	155	130		
MIDGET						unlimited	unlimited	Unlimited	

THESE WEIGHTS REPRESENT PLAYERS WEIGHT WITH EQUIPMENT ALLOWANCE INCLUDED

Mitey Mite thru Pee Wee has a 5 pound equipment allowance, Jr. Midget has a 6 pound equipment allowance

WEIGH-IN WILL BE CONDUCTED WITH PLAYERS IN UNIFORM AND WEARING GAME PANTS WITH ALL PADS, AND GAME JERSEY

THE HELMET and SHOULDER PADS WILL NOT BE WORN, OR HELD BY THE PLAYER, WHILE ON THE SCALE

NO GROWTH ALLOWANCE

APPENDIX C - ASSOCIATION BOUNDARY MAP

APPENDIX D - JFA COACHES CODE OF CONDUCT

All coaches, football and spirit participants will abide by a Code of Conduct which includes the following provisions. Coaches shall:

1. Not smoke and/or use smokeless tobacco on the field.
2. Not criticize players/spirit participants in front of spectators, but reserve constructive criticism for later, in private, or in the presence of team/squad members if others might benefit.
3. decisions of the game officials and judges on the field and in competitions as being fair and called to the best ability of said officials.
4. Not criticize an opposing team, its players, spirit participants, coaches, or fans by word of mouth or by gesture.
5. Emphasize that good athletes strive to be good students and that both are physically and mentally alert.
6. Strive to make every football and spirit activity serve as a training ground for life, and a basis for good mental and physical health.
7. Emphasize that winning is the results of good "teamwork".
8. Not engage in excessive sideline coaching and shall not leave the bench area to shout instructions from the sidelines.
9. Together with team officials, be jointly responsible for the conduct and control of team fans and spectators. Any fan who becomes a nuisance and out of control will be asked to leave.
10. Not use abusive or profane language at any time.
11. Not "pile it on"; not encourage their team to get a commanding lead and raise the score as high as it can. In these instances, every effort shall be made to let all players play.
12. Not receive any payment, in cash or kind, for services as a coach in JFA. This includes any coach, expert, consultant or choreographer, regardless of his/her roster status.
13. Not permit or encourage "sweating down" tactics in order for a player to make the team weight.
14. Not recommend or distribute any medication, controlled or over the counter, except as specifically prescribed by participant's physician.
15. Not permit an ineligible player or spirit participant to participate in a game.
16. Not deliberately incite unsportsmanlike conduct.
17. Abstain from the possession and drinking of alcoholic beverages and the possession or use of any illegal substance on both the game and practice fields.
18. Remove from a game or practice any participant when even slightly in doubt about his/her health, whether or not as a result of injury, until competent medical advice is available.
19. Control their fans. Remember, as a team coach, you are responsible for your team, and fan reaction will usually be in step with your reaction.
20. Uphold all rules and regulations, regarding JFA Football.
21. Not compete under an assumed name.
22. Not strike any member, coach, player, parent, official, spectator or participant.
23. Not proselyte (attempt to persuade a player for a certain team or Association) by offering something better than the other Associations.
24. Not be a recorded Sex Offender.
25. Not threaten officials verbally or physically.
26. Cooperate with Minimum Play Recorders and Field Monitors during games.

APPENDIX E – WEIGHMASTER PROTOCOL

2011 WEIGHMASTER PROTOCOL

The purpose of the Weighmaster Protocol is to efficiently and effectively process the teams playing in a Junior Football of Arizona game consistent with the “Kids First” philosophy of our organization, the rules set forth in our Rulebook, and for the safety of the participants.

1. Personnel

- A. Weighmaster (supplied by the Host Association)
- B. JFA Official or Designee (Optional)
- C. Business Manager or Designee (one from each Team)
- D. One Assistant Coach (from each Team)

Parents and all other Team Staff members shall be kept a minimum of **5 yards** from the weigh in area. Failure of Host Association to supply Weighmaster shall result in forfeiture of game.

2. Upon Arrival at Scale area

- A. Weigh in must begin one hour before scheduled start of game.
- B. Certified digital scale (2011 Certification)
- C. Teams shall arrive; in age/alphabetical order, starting with the oldest age player. (same order of certified team roster).
- D. Weigh-in will be conducted with all players in uniform and wearing 7 piece pads (knee, thigh, hip, butt) and game shoes. Player helmet and shoulder pads will not be worn or held by the player, while on the scale.
- E. Teams shall present:
 - i. Signed Stamped Certified Team Roster
 - ii. Mandatory Play Form for game with all players identified by jersey number and full name.
 - iii. List of Discipline/Injured/Absent Players.
 - iv. Certified Team Books with Player photos or photo sheet.

3. Upon Request of Weighmaster, Assistant Coaches shall check the opposing team players:

- A. Cleats, if “screw in type” cannot be cracked or broken, NO METAL may show through.
- B. Fingernail Length, trim if necessary for player safety.
- C. Headgear containing knots, any beads, and hair ornaments is prohibited. Soft fabric type “skull caps” are allowed.
- D. All jewelry is prohibited, per AIA rules.

4. Weighmaster Responsibilities at the Scale Area

- A. VISITING TEAM shall weigh first.
- B. Player shall state name and league age to Weightmaster
- C. Player shall be weighed for maximum weight allowed. Weight shall be **ROUNDED DOWN**, ie: 110.9 lbs. will be 110 lbs. “game weight”.
- D. After both teams are weighed, Weightmaster **must** write on the Mandatory Play Sheet the number of eligible players for each team, initial the number of mandatory plays, and **sign** both MPR Forms.

5. Special Issues

- A. **Both teams shall remain at scales until all players are weighed checked. teams may only leave area if they have been dismissed, by Weighmaster.**
- B. Water will be permitted at the weigh in – (we live in Arizona)
- C. A player who does not make weight shall not play, but may remain on the sidelines with his helmet and shoulder pads removed. Player may wear jersey. A note shall be made on the Mandatory Play Form of any player ineligible as a result of weight.
- D. Any player arriving at the scales after the Weighmaster has dismissed the teams shall be ineligible to participate in the first half. The player may be weighed before the game or at half time witnessed by both Business Managers and the Weighmaster. If the Weighmaster is unavailable the Field Monitor may substitute. The player shall be required to play only half of the required mandatory plays for that day.
- E. Talk among the players shall be kept to a minimum and under no circumstances shall any taunting or trash talking occur. The Weighmaster reserves the right to eject players, Coaches or Business Managers from the weigh in area based upon their behavior.
- F. All splints, casts, braces and exterior taping must be approved by the on site paramedic and game referee crew chief before a player may participate.

6. Rule Reminders (Section IV, Rule 14, K).

- A. Eyeglasses ...
 - i. Athletically approved construction with non-shatter glass
 - ii. "Keeper strap" required to be worn by player during game.
- B. if used, only a clear face shield in face mask is permitted—no note is required for this use.
- C. All jewelry is prohibited, per AIA rules.
- D. Headgear containing knots, including beads, and hair ornaments is prohibited.
- E. **No metal exposed on any "screw in" cleats.** Coaches should check cleats **before** team comes to the scale. Teams must have extra cleats if needed to swap out bad cleats.

7. Flag Weigh-In Protocols to be done on field, or 40 yard line, 15 – 20 min. before start of game.

- A. Weighmaster shall check:
 - i. Rosters, Player Photos, Mandatory Play Form and any special issues as set forth above.
 - ii. Cleats, molded or "soccer style" approved, also allowed are any type of a tennis / athletic shoes.
 - iii. Fingernail length, shall trim if necessary.
 - iv. Mouth guard, must be a color, not white or clear. Note that Flag does not use "keeper strap" mouth guard, only the "insert in mouth style".

APPENDIX F – FIELD MONITOR PROTOCOLS

2011 FIELD MONITOR PROTOCOL

1. Make sure game fields are set up with field markers, and appropriate crowd control barriers in place for the safety of the players, game referees and fans.
2. Acquire “walkie talkie/radio” from previous game Field Monitor. Do radio check with field Medical Person, to verify both on the same channel. (only if used at your field).
3. **Introduce yourself** to your game Referees, and both team’s Head Coaches and Business Managers, to make them aware you are their Field Monitor.
4. Make sure teams are aware of weigh in area, and are ready to go on time so there is no delay of the start of the game.
5. Monitor the pre-game weigh in, if available.
6. Make certain each team has sufficient water for the game.
7. Make sure the home team has volunteers to run the first down chains/down box.
8. **Walk BOTH sidelines / end zones** to ensure everyone on the field side of the crowd control barrier in wearing an appropriate JFA I.D. Badge. (excluding players) The **ONLY** exception to this rule would be the chain gang volunteers, as well as **ONE** ball boy per team. They are not required to have an I.D. Badge.
9. Maintain respect on the field between volunteers and referees, on both sidelines.
10. Watch for any unauthorized substances at the field, and take appropriate action in the event of such. Any **DRINKING** of alcoholic beverages, **SMOKING** or other tobacco use, and illegal **DRUGS** will not be tolerated by JFA at any location!
11. **INJURIES:** notify the field Medical Person immediately. Come on to field to be sure Coach or Staff does not move the child until medical person has assessed the situation. (many coaches will want to get the player up quick, it is your duty to make sure the Medical Person is the one who moves the child). NO Parents are allowed on the field unless the Medical Person requests their presence. NOTE: If at anytime an unauthorized parent comes on the field, the player of that parent shall be removed , and not play in the remainder of the game.
12. **MANDATORY PLAY CHECK :** To be done between the 3rd and the 4th quarters. The Field Monitor shall call the MPR Monitors out, to verify the MPR Forms. Each team must be satisfied with the opponents play count. If players from either team are in need of any plays they **MUST** be put into the game at this time, and stay in the game until they have completed their minimum plays. It is your duty to make sure this is done, if a team does not comply, request the Referee to stop play, until the team substitutes their players into the game.
13. **RUN-UP SCORE RULES: (30 POINT MARGIN)** comes into effect, it is your duty to verify with the Referees they are aware of our rule changes. Winning team must punt on 3rd down. No blitzing by the winning team is allowed. Winning team must do it’s best to play minimum (second string) players. Losing team shall receive the ball on the 50 yard line, instead of a kick return. Once score dictates this rule to take effect, the Referee shall make the game clock a “running clock” from that point forward no matter of any change in game score.

APPENDIX G – 2011 Flag Rules



Flag Division Rules and General Guidelines

ARTICLE 1: FLAG FOOTBALL – GENERAL

1. INTRODUCTION

Although the following are the **2011 Flag Rules and Regulations**, it is necessary and required that all Flag Head Coaches, Assistant Coaches and other team personnel acquaint and conduct themselves in accordance with the “*Coaches Code of Conduct*” and other related rules and regulations as set forth in the Junior Football of Arizona League General Rulebook and Administrative Manual. In addition to the general regulations found in the JFA Tackle Rulebook. The following flag rules govern all participants playing on JFA flag teams.

2. ORGANIZATION

Member Associations of JFA may field as many flag teams their Association can support.

3. AGE RESTRICTIONS

The participant’s age as of midnight on July 31 shall be the participant’s league age for the coming season. There are no height or weight restrictions on players. Flag Division is open to both boys and girls. There shall be a single division of play, encompassing participants who are league ages 5, 6, or 7.

4. REGISTRATION

All flag participants shall register in the manner identified in Article II, JFA Tackle Rulebook.

5. PRACTICES

A. Flag teams practice starting date will be set by the League.

B. Pre Conditioning Practice, will only be the first three weeks of practice, and will consist of three (3) nights, no more than one and one half (1 ½) hours of practice allowed per night.

C. Regular Season Practice will begin with the first week that a regular season game is scheduled. Practices these weeks may be two or three nights per week, as allowed by your Association, with practice time no more than one and one half (1 ½) hours of practice allowed per night.

D. Flag players must have six (6) hours of conditioning before participating in any scrimmages or games.

6. BREAKS

Break time is counted against the allowed practice time.

7. RELEASE

Any participant in flag, spirit / dance or tackle who receives care or treatment from a medical professional including (M.D., D.O., Chiropractor, Hospital E.R., Urgent Care Facility, Medical Clinic) must provide a signed release form authorizing the resumption of practice and game/event participation. Further, any participant in flag, spirit /dance or tackle who is absent from five (5) consecutive practices due to injury, sickness, must complete ten (10) hours of reconditioning and practice prior to participating in a game or performance.

8. INCLEMENT WEATHER

A practice may be canceled or called prior to completion because of the proximity of lightning or inclement weather by the Association President or Field Monitor. In case of an emergency, the team Head Coach, Business Manager or registered adult volunteer may call the practice. In the event an hour practice session is called because of inclement weather, the remaining time may be rescheduled in the same calendar week with the approval of the Association's President.

9. WARM WEATHER PRECAUTIONS

Team must guard against serious heat problems, which in extreme high school and college cases have occasionally resulted in death. The training regimen of any team practicing under high heat and/or humidity conditions must:

- A. Limit lengthy periods of conditioning without break, to no more than **15 minutes**.
- B. Schedule practices for early in the evening, after sun is low in sky.
- C. Give players **ALL** the water they want to drink, when they want it. Do not substitute soft drinks for water.
- D. Each coach must keep an eye on all players and his fellow coaches for the slightest sign of HEAT EXHAUSTION or FATIGUE.

10. SPECIAL MEDICAL NOTE: WARNING OF HEATSTROKE

The American Medical Association and the National Federation of State High School Associations joined recently in warning against heavy football workouts during seasonal **HOT WEATHER**. Early practice sessions frequently are conducted in very warm and highly humid weather in many parts of the nation. The two groups said in a special report, "Under such conditions," the report said, "special precautions should be observed. Otherwise the athlete is subject to **HEAT FATIGUE** (depletion of salt and water due to excessive sweating), heat exhaustion (depletion of salt and water) and heatstroke (overheating due to breakdown of sweating mechanism). Heat fatigue dulls the athlete's skillful alertness and makes him vulnerable to injury. These two illnesses can result in serious harm physically and even death. Heat exhaustion and heatstroke are preventable only by careful control of factors in the conditioning program of the athlete.

The old idea that water should be withheld from athletes during workout has absolutely no scientific foundation.

ARTICLE 2: FLAG FOOTBALL - RULES OF PLAY

1. PLAYERS

- A. Games are played between two teams consisting of eight (8) players on each side of the ball.
A game can be played with seven (7) players on both sides of the ball only if both head coaches agree before the game begins. Late arriving players must be checked in and verified by the opposing team before being allowed to play. In the event a team does not have enough players, the team short players will forfeit the game. A forfeit will result when the minimum is not met, within 15 minutes of the scheduled start of the game.
- B. Each team roster shall have a maximum of 16 players, and a minimum of 10 players.
- C. Only players appearing on the official team roster form supplied by the League are to be counted as players. The Roster is completed before the first game of the season and verified by the League in a process called "certification." See Comprehensive Rulebook
- D. The offense team must have five (5) players on the line and three (3) in the backfield. The defensive team may choose any formation except in kicking situations.
- E. Mandatory Play Rule: **NOTE: All players will play a minimum of 10 plays.** Teams will complete and follow The JFA Mandatory Play Form. Failure to abide by this rule will result in forfeiture of that game. **MINIMUM PLAY CHECK** will be done at the 10 minute mark of the second half of play. Players who have not met their minimum play requirement, shall be placed into the game at this time, and remain in the game until their minimum plays are met.
- F. A team will have **30 seconds** to put the ball in play after the ready signal. The referees shall enforce the 30 second clock between plays. In the event the offense violates this rule, a penalty will be assessed and the clock will be stopped until the next snap of the ball.

2. PLAYING FIELDS

- A. The field shall be rectangular with lines and zones and shall conform to either of these two designs.

- i. *100 yard field.* This field measures one hundred and twenty yards in length, divided into 5 zones at twenty yards each between two end zones of ten yards each. It is 53 1/3 yards wide.
- ii. *80 yard field:* This field measures one hundred yards in length, divided into 4 zones of twenty yards each between two end zones of ten yards each, it is 40 yards wide.
- iii. Goal posts are unnecessary as points after touchdown (conversion) are made only by passing or running and there are no field goals allowed.
- iv. A conversion line will be marked 3 yards from the goal line and at an equal distance from each sideline, for point after attempts.
- v. A kickoff area will be marked (usually by an "X") as follows:
 - a. 100 yard field: from the 40 yard line.
 - b. 80 yard field: from the 30 yard line
(middle of second zone and equal distance from the sidelines).

B. The following field equipment will be used.

- i. Down Marker will be used to indicate the number of the down.
- ii. A Zone Marker will be used to indicate the distance to go for a first down (placed at the forward zone line)
- iii. Corner Flags with flexible staffs will be placed at the four sections of the end zones and the sidelines. Soft pylons may be used if flags are unavailable.

3. EQUIPMENT

A. The League will use the "pee wee" or "K-2" ball or other comparable ball (See Article IV, Rule 12, tackle rules)

B. The use of flag belts is as follows:

- i. Each player must wear a belt with the number of flags designated as "standard" by the League, which will be three (3) flags. Adopted colors: Home Team "Light": white, yellow, gold, orange. Visiting Team "Dark": black, red, green, dark blue. **Belts must be of a contrasting color, different from the game jersey uniform color.**
- ii. The flags will be attached to a belt and extend or hang from each side of the player's body. When using three flags, the third will hang from the **rear** of the player's body.
- iii. Flags will be 14-20 inches long and a minimum of 2 inches wide.
- iv. The belt must be tight to prevent being turned around during a de-flagging.
- v. The securing of flags to the body, waist or belt, other than provided by flag belt, is illegal.
- vi. Jersey cannot be worn over flags.
- vii. If a player's flag is inadvertently lost, he is ineligible to handle the ball.

NOTE: The flags will be attached to a belt made for that purpose. Such a belt has equal resistance at the point of attachment of flags, thereby insuring an equal effort necessary to de-flag a player. The use of a "ball/socket" style of belt is not approved for any JFA Flag division games.

C. Flag Team Game Uniform

- i. All team members must wear the same color jersey.
- ii. Any type of pants or shorts may be worn; however, they must not have any pockets.
- iii. Jerseys will be tucked in at all times—and if they are found to obstruct the flag, the ball carrier will be considered 'down' upon the defensive players touch.
- iv. Sneakers are the preferred shoe; however, non-detachable, rubber-cleated shoes are allowed. No other footwear is acceptable.

4. PRE GAME PLAYER CHECK

There will be a pre-game inspection at the scale, or at the 40 yard line of the Flag field, for name, number, shoes, and inspection of flag belt, as well as a check of the Team Roster (Team Book) and to present the Mandatory Play

Form for inspection by the Weightmaster, per JFA Weightmaster Protocol. Each team's Business Manager and one Assistant Coach, will present the Team to the Weightmaster, to begin no later than twenty (20) minutes prior to scheduled game time.

- i. All male players are strongly encouraged to wear athletic supporters (or compression shorts). Soft cups are optional.
- ii. Mouthpieces (not clear or white) without keeper straps shall be used by all players.
- iii. Eyeglasses: When worn, shall be of athletically approved construction with non-shattering glass (safety glass) or contact lenses. A keeper strap shall be used. Per AIA rule, glasses must be clear, no tinted glasses or sunglasses are allowed. (Sport goggles are not required.)

5. PROHIBITED EQUIPMENT

- A. Spiked or street shoes.
- B. Padding of any kind, including hard surface padding such as shoulder pads, hip pads, and helmets.
- C. if wearing football style pants, they must not have any hip, tail, knee, or thigh pads in them.
- D. Hard metal or any other hard substance on a player's clothing or person.
- E. Anything that conceals the flags.
- F. Slick or sticky substances such as grease or glue.
- G. Any equipment, in the opinion of the referee, which might endanger or confuse players.

6. REFEREES

- A. There will be at least two (2) referees.
- B. The League may assign more than two referees for a game.
- C. There shall be at least three (3) referees for a sanctioned playoff or championship game.
- D. Each game official will carry a handkerchief / penalty flag and drop it whenever an infraction occurs.

7. TEAM COACHES and TEAM STAFF MEMBERS

- A. One coach for each team will be permitted on the field during all plays from scrimmage. Coaches shall not be permitted on the field for kick offs, punts or free kicks. Once the huddles break, the Coaches should be 10 – 15 yards **behind** the line of scrimmage, as not to interfere with the play.
- B. Team Coaching Staff will consist of eight (8) positions that shall have official JFA I D Badges: Head Coach, Business Manager, Mandatory Play Roster Monitor, and five Team Staff members. These volunteers shall fill out a JFA Volunteer form, and have it in the team book for reference.

8. TIMING OF GAMES

- A. The game shall consist of **two (2) 25 minute halves**. The clock will stop on a dead ball during the last two minutes of each half.
- B. Three (3) allowed team time-outs per half.
- C. A minimum of ten (10) minutes between first and second half (halftime).

9. Mandatory Plays Roster

The mandatory play roster will be checked at the 10 minute mark of the second half.

10. KICKOFFS

- A. Each half will start with a kickoff.
- B. The 100 yard field kickoff will be from the 40 yard line.
- C. The 80-yard field kickoff will be from the 30-yard line. (Although this yard line is not diagramed, the kickoff line may be marked with an appropriate symbol, Usually an "X").
- D. There shall be no on-side kickoffs permitted, and the kicking team shall not be permitted to recover the kickoff under any condition.

- E. When a kickoff goes out of bounds the receiving team shall have the option of:
- i. Taking the ball at the point where it went out of bounds.

OR

- ii. Accept a five (5) yard penalty and re-kick the ball.

11. PUNTING

- A. The offensive team may punt at any time.
- B. A punt is always a free kick.
- C. Punting intentions are announced to the referee by the captain, or acting captain.
- D. Rushing the punter is prohibited. No offensive or defensive player may move across the line of scrimmage until the kick has been made.
- E. Free Catch - There shall be a free catch of a punt. The receiver shall signify his intentions for a free catch by waving his hand clearly over his head.

12. DOWNS

- A. Each team will have four consecutive downs to advance the ball into the next zone or to score a touchdown.
- B. Once a team enters into the next zone, it is a first down and a new series of downs begins.
- C. A team failing to move the ball into the next zone will lose possession. The opposing team takes over at the point where the ball is declared dead and begins its series of first down and zone to go.
- D. The forward part of the ball touching any line will be the determining factor in measuring for a first down.
- E. A down will be replayed if provided for by the rules.
- F. When the offensive team is within the last zone and has a first down, it will be first down and goal to go.
- G. At the conclusion of each down, the referee will place the ball in the center of the field (equal distance from sidelines-not on a hash mark).

13. DE-FLAGGING

- A. There shall be no tackling of the ball carrier, passer, or kicker.
- B. The player carrying or having possession of the ball is down when the flag is removed from his waist (deflagging). The defensive player shall immediately drop the flag that has been pulled to the ground.
- C. The defensive player cannot hold or push the ball carrier to remove his flag. An accidental touch of the body or shoulder while reaching for the flag shall not be considered a violation; however, any other touching of the head or face shall be considered a violation.
- D. A defensive player may not run over, push, or pull a blocker away from him. He may push him sideways if he gets past him, but he cannot push the blocker down.
- E. A defensive player must always go for the passer's flag.

14. BLOCKING

- A. A blocker must be on his feet at all times while blocking. All linemen, except the center, must not assume the three point stance or otherwise spring from a coiled or crouching start. Instead, they must simply stand at the line of scrimmage and await the snap. The center, though crouching if he is to block, must first stand straight up.
- B. Cross body and roll blocking are not permitted.
- C. A legal block consists of a player holding his own jersey and thereby creating a flat surface with his forearms and using that surface to block another player. The hands shall not extend past the plane created by the forearms.
- D. A defensive player cannot block or push a ball carrier out-of-bounds.
- E. Butting, elbowing or knee blocking is not permitted.
- F. There will be no two-on-one blocking for the ball carrier beyond the line of scrimmage.

G. Blocking a player from behind is not permitted (clipping).

H. There will be no interlocking blocking.

I. The defense is not allowed to line-up directly over the head of the center—and instead must play in one or both gaps to the side of the center. This is for the Center's own safety when trying to focus on hiking the ball and not getting blocked by the defensive players.

J. A defensive player will be restricted in the use of his hands to be blocker's body and shoulders.

15. BALL CARRIER

A. The ball carrier cannot use his hands or arms to protect his flags. The defensive player must have the opportunity to remove the ball carrier's flags.

B. The ball carrier cannot lower his head to drive or run into a defensive player.

C. Stiff-arming by the ball carrier is illegal.

D. The ball carrier cannot spin or hurdle to prevent a defensive player from removing his flags.

E. He may run in any direction until the ball is declared dead.

16. CENTER

A. The center must snap the ball between his legs.

B. He must have both feet on the scrimmage line with no part of his body beyond the forward point of the ball.

C. He may adjust the long part of the ball at right angles to the scrimmage line for one time only.

D. Snaps are allowed to any player in the backfield. The center must snap the ball, and is not allowed to run it himself, or make a direct handoff to another lineman.

17. PASSING

A. All backfield men are eligible passers. All players are eligible passers and receivers as long as the ball is thrown forward from behind the line of scrimmage.

B. Passing will be attempted from behind the line of scrimmage only.

C. A lateral pass is a pass thrown parallel to the line of scrimmage or back toward the passer's own goal line. A lateral pass is not considered a forward pass.

D. A forward pass is a pass thrown from behind the line of scrimmage toward the defensive teams' goal line.

18. RECEIVING

A. All players are eligible to receive forward passes.

B. A receiver may catch a ball even if he steps out-of-bounds or out of the end zone as long as he comes down with one foot in bounds.

C. Two or more receivers may touch a ball in succession resulting in a completed pass.

D. If an offense and defensive player catch a pass simultaneously, the ball is declared dead at the spot of the catch and the passing team is awarded possession.

E. An offensive player cannot be out-of-bounds and return in bounds to catch a pass. This will be ruled an incomplete pass.

19. DEAD BALL

All balls touching the ground are immediately dead (except kickoffs and punts). For example, the ball is declared dead at the following times:

A. When the ball carrier touches the grounds with his body, other than hands or feet.

B. When the ball carrier's flag has been pulled.

C. If a pass received or ball carrier has a missing flag (ball is dead at that spot).

D. Following a touchdown, safety or touchback.

E. When the ball goes out-of-bounds for any reason.

- F. If the center snap hits the ground before reaching a backfield man.
- G. When the ball hits the ground as a result of a fumble or muffed ball.

THERE ARE NO FUMBLE RECOVERIES.

- H. If a lateral pass touches the ground (ball is declared dead at that point). If a lateral pass goes out of bounds, the ball is ruled dead at the point it crosses the boundary line.
- I. If a forward pass strikes the ground or is caught at the same time by an opposing player(s).
- J. When a player on the kicking team touches a punt before a player on the receiving team.
- K. A free catch (cannot be advanced).

20. THE MERCY RULE

When one team is **30 or more points ahead** at the end of the first half or it takes this lead anytime during the second half of play, the game shall end at that point. THIS RULE ALSO APPLIES TO ANY JFA TOURNAMENT PLAY.

21. SCORING VALUES

- Touchdown: 6 points
- Points after touchdown:
 - Passing: 2 points
 - Running: 1 point
- Safety: 2 points
- Forfeit (offended team wins): 1-0

22. TIE GAME

- A. Tie games will go into the record as such and will not be played off in regular season play.
- B. All Tournament Games:
 - i. Ball will be placed in the center of the field. The referee will toss a coin in the presence of the two teams captains. The winning captain will have the option of putting the ball in play at mid-field.
 - ii. Each team will have four (4) consecutive downs and the winner will be the team gaining the most yardage in its series of down (penetration).
 - iii. Penalties will count as plus or minus yardage.
 - iv. Intercepted passes will count as incomplete passes.
 - v. If the yardage is still the same at the end of each team's four down series, the series will be repeated.

23. INJURED PLAYERS

Once removed from a game because of injury, a player must sit out at least one down, and may not re-enter the game without the approval of attending medical personnel.

24. SCHEDULES

The season starting date for the start of team practices, and games will be set by the League. JFA has adopted an eight (8) game regular season for Flag Football.

25. TOURNAMENT PLAY/BONUS GAMES

There will be no tournament play in the Flag Division, **but, if possible**, there will be exhibition games to conclude the season.

26. PENALTIES

Notwithstanding the fact that two football field sizes may be utilized, the penalties yardage to be assessed for any penalty shall be the same regardless of the size of the field, per current season Arizona Interscholastic Association rules and guidelines.

APPENDIX - H Cheer/Spirit Guidelines



The Junior Football of Arizona League supports their member Associations in providing a Cheer Program in their area.

Cheerleaders may be from ages 5 to 15, and may be boys or girls.

The Head Cheer Coach shall be at least 21 years old, Assistant Coaches should be 18 years old and must follow all the rules and regulations found in the JFA Rulebook.

ARTICLE – I CHEER SQUAD OPERATING RULES

1. CHEER BOOKS

They need in your possession at **ALL** times! Included in your binder you need to have an “emergency sheet” filled out for each squad member. Much like the Tackle Team Book the Cheer Book must contain, a league approved registration form, parental consent to participate and a JFA approved physical.

2. TACKLE / CHEER PARTNERSHIP

Cheer programs are to be affiliated with a tackle team for insurance purposes. The Cheer Head Coach has 100% control of her squad and may participate at events other the team which they are affiliated.

3. 5 YEAR OLD CHEERLEADERS

Any cheerleader 5 yrs old **CANNOT** perform in any type of stunt or any other type of activity of this nature, with the exception of crowd participation, sideline chants and cheers.

Anyone under 5 years CANNOT be on the sidelines

4. PRACTICE

Tackle and Cheer practice start date will be set by the League for each season. Practice has a maximum of 5 days per week, no more than 2 hours per day for the first 3 weeks. Practices must be held at an insured location for the Association. After the 3rd week, your squad may **ONLY** practice twice a week. Your Head Coach will tell you your scheduled dates and times. Please make sure your practice time (length) is kept under the two hours per night.

5. PRACTICE RULES

A. TENNIS shoes, shorts & t-shirts. Shirts **MUST** cover “mid-drift”area, NO “Shorty” shorts or flip flops should be allowed.

B. No gum chewing or any jewelry is allowed at practice or games.

C. Bring plenty of water & a towel to use.

D. All Squad members must be picked up by parents at the end of practice, a cheerleader is never left behind at the field on their own ! The Cheer Coach must be sure **ALL** cheerleaders are picked up at the end of practice or games!

NOTE – Cheer Coaches **CAN NOT** allow anyone not currently registered, to attend and participate in any practice or cheer with the Squad on the sidelines at games. This includes any and all “under-age”, “over-age” or non registered children. This is a direct violation of JFA League Rules, as these non registered children are not allowed

and not covered by insurance policies.

6. MANDATORY BREAKS

You are required to give your squad a MANDATORY 10-minute break for each hour of practice.

Please have plenty of water and shade for your Squad. From the start of practice in August, up to some games in early October, we must plan for and deal with the high heat at our practices and at our games! The health of our Cheerleaders, and our adult volunteers is very important.

7. STUNTING

Each Association is required to institute its own policy regarding stunting, which must include the requirement that at least head cheer coaches must be certified or otherwise qualified to teach stunting.

8. GAME UNIFORMS

All uniforms include: a Shell, or T-shirt (top) Skirt or shorts , Bloomers, Socks, Pom-Poms and Hair Bows. It is your responsibility to inform your squad that uniforms are to be worn at games and cheer completions. While in uniform cheerleaders must comply with the following rules:

A. No nail polish, no "false or "fake" nails. Finger nails MUST be kept short. Meaning, if you look at, each cheerleaders palms and if you can see finger nail, then they must be cut.

B. No Jewelry, **of any kind!** This including naval jewelry and tongue, No Necklaces, No earrings (not even studs). It is strongly encouraged NO jewelry whatsoever is worn.

C. No glitter, of any kind. (hair, body, or face)

D. No face paint or tattoos on any part of the body.

E. No hair beads. Bobby pins and flat plastic barrettes are allowed.

F. NO GUM, while in uniform.

G. Hair must be off shoulders and off face. There can be NO straggles hanging in the eyes, this includes game and practices.

H. Eyeglasses MUST be secured by a sport band while at games and practices to ensure cheerleader safety!

It is the sole responsibility of the Cheer Head Coach to administer the uniform requirements at all practices and games.

9. SAFE DISTANCE

On game day cheerleaders are to be kept a minimum of 5 yards from the field of play. In general if a park with roped barriers as crowd control all Cheer should occur behind the ropes. If the game is at a stadium with stands, Cheer may occur on the track.

10. PRE GAME CHECK

Cheer teams may accompany their Tackle team partners to the scale however it is not required. The Head Cheer Coach is solely responsible for the cheer squad to meet the game day uniform requirements.

11. PROPS

Poms, Megaphones, Signs and Banners are encouraged (and should always be in a **positive tone**, supporting their team , not bashing the opponent). When stunting please make sure that the cheerleader using the prop is in a "secure" position, before using the prop. (Flyer using a sign in a pyramid, have a squad member hand the prop to the flyer when the flyer is "locked" or "secure" in a position)

12. CHEERS AND CHANTS

You are responsible for your Squad's cheers and chants. Keep all Cheers and Chants, **positive** and **respectful** of the opposing team.

When you use music for a routine, it must be rated "PG".

If at any time you question a move, cheer, chant or music, **DO NOT USE IT!**

You are responsible for all your cheer squad's actions, on the practice and game fields.

Keep all cheer moves and dance moves rated "PG", do not choreograph any hip shaking, "booty"shaking, pelvic

thrusts.

13. COACH'S RULES AND RESPONSIBILITIES

these rules are to be applied at all practices and games

- A. Have FUN!
- B. Give lots of encouragement. Stay Enthusiastic and always keep a positive attitude.
- C. The Head Cheer Coach is ALWAYS responsible for her cheer squad! You are to make sure they are behaving appropriately at all times! This includes practice.
- D. The Cheer Coach MUST be sure all cheerleaders are picked up after practice or games. We never leave children alone at a field !
- E. You MUST have your "cheer squad team book with you at all times! (Practices and games)
- F. You, The Head Football Coach and Business Manager MUST stay in contact with each other, during the entire season.
- G. Young girls, need good role models. Your squad will be watching you! You need to ALWAYS be respectful, responsible, honest, and polite. **to EVERY person whom you are in contact with** you are a representative of your entire team and JFA; you need to have good judgment and proper behavior on and off the field.
- H. Every thing you say to your squad is important. You shouldn't have to scream. Let your squad know that you, require their full attention while, you are talking or instructing.
- I. These young ladies are still growing, not only physically, emotionally too! What you do or say can have a long lasting effect on them in the future. Please make sure those effects are positive.
- J. Please have with you at practices & games: Your "cheer squad team book" ,a First - aid kit, plenty of water, trash bags and "wipes" for sticky or dirty hands, and anything else you feel is important to have for your squad.
- K. All Cheer Staff members MUST adhere to the same set of rules that are set for the squads cheerleaders. This is to include rules about hair , jewelry and fingernails when "spotting" or helping with stunting.

APPENDIX I - Playoffs/Scheduling

JFA PLAYOFFS:

- A. **One (1) Conference:** All teams will make the playoffs if the total teams are 8 or fewer.
They will be seeded according to winning percentage (wins + .5*ties / games) in conference play ONLY. Any preseason games in conference will not be used for tiebreakers at all.
The tiebreakers in order are 1) head to head, 2) coin flip.
- B. **Two (2) or more Conferences (9 or more teams).** The champion in each conference will be gain an automatic position in the playoffs. The determination for conference champion is 1) winning % in conference 2) head to head in conference 3) JFA Power Points 4) Coin Flip. The remaining at large seeds will be done by 1) JFA Power Points, 2) Coin Flip.
- C. **Playoff Format:** is an 8 team three week tournament. There is no reseeding after round one.
In a one conference format with less than 8 teams the byes will be awarded to the top seeds. ALL PLAYOFF TEAMS will be seeded on 1) JFA Divisional Power Points 2) head to head 3) coin toss. There is no distinction between conference champion and at large bid when seeding.

JFA Power Point System. The JFA Power Point System (PPS) is based on the AIA's system. Because we have a 7 week season instead of 10 we must adjust the system slightly. The formula is simple:

(JFA Wins x 70 + JFA Ties x 35 + JFA Wins By Opponents x 10) / # of JFA Games Played = Power Points

Scheduling:

- A. If 9 or more teams exist, Conferences will be formed with no more than 6 and no less than 4. The preference will always be to forming 6 team Conferences.
- B. Starting with 9 teams and going to 30 the conference breakdown is as follows.
- a. 9 Teams 5 and 4
 - b. 10 Teams 5 and 5
 - c. 11 Teams 6 and 5
 - d. 12 Teams 6 and 6
 - e. 13 Teams 5, 4 and 4
 - f. 14 Teams 5, 5 and 4
 - g. 15 Teams 5, 5 and 5
 - h. 16 Teams 6, 5 and 5
 - i. 17 Teams 6, 6 and 5
 - j. 18 Teams 6, 6 and 6
 - k. 19 Teams 5, 5, 5 and 4
 - l. 20 Teams 5, 5, 5 and 5
 - m. 21 Teams 6, 5, 5 and 5
 - n. 22 Teams 6, 6, 5 and 5
 - o. 23 Teams 6, 6, 6 and 5
 - p. 24 Teams 6, 6, 6, and 6
 - q. 25 Teams 5, 5, 5, 5 and 5
 - r. 26 Teams 6, 5, 5, 5 and 5
 - s. 27 Teams 6, 6, 5, 5 and 5
 - t. 28 Teams 6, 6, 6, 5 and 5
 - u. 29 Teams 6, 6, 6, 6 and 5
 - v. 30 Teams 6, 6, 6, 6 and 6
- C. Associations must submit their field availability prior to the scheduling meeting, although no assurances can be made regarding such requests. Every Association must be prepared to host games every Saturday during the season. If an Association is assigned a game it cannot host, it will be responsible for finding an acceptable field to play the game (which may be another Association's home field) and will be responsible for all costs associated with hosting such game. Associations are expected to work together to reasonably accommodate field and hosting issues..
- D. Teams will be assigned to conferences and slots randomly. The scheduling committee may move slots within a conference based on field availability only.

- E. Conference games will be initially set within the last five weeks of the season but may be moved forward for field availability
- F. Non-conference games will be assigned randomly subject to the following:
 - a. Conference teams will not play non-conference games if there are 9 or more teams.
 - b. Teams will not play the same team twice in non-conference play.
 - c. We will assign from week 7 back to week 1.

If the random assignment causes a problem with either a or b above, we will reassign one randomly selected game such that the schedule is acceptable.

APPENDIX J - Key Policies

ARTICLE I - POLICIES ON ETHICAL BEHAVIOR AND CONFLICT OF INTEREST

Those who choose to be involved with Junior Football of Arizona (JFA) are held to the highest standards of conduct. As trustees of the principles and images of JFA, you assume an obligation to subordinate individual interests to the interests of the organization.

Those who serve JFA must do so without personal gain and behave in such a manner that the organization's trust and public confidence are enhanced. It is important to avoid both real and appearance of a conflict of interest. Written guidelines cannot guarantee acceptable behavior but you must follow the following principles disclosure, non-participation in the decision making process where personal or family gain is possible, and a commitment to honor the confidentiality of JFA information. Conduct is ultimately founded on the individual's own sense of integrity and he or she must accept the burden of public disclosure and scrutiny. In our fast paced society, the mixture of volunteer work, business interests and family relationships can sometimes create conflicting interests. What is required is the disclosure of conflicts when they arise and non-participation in any evaluation process relating to the matter at hand. The following are guidelines intended to point us in the right direction:

- a. JFA and Association business is to be conducted according to all applicable League and state laws. JFA and Association property, services, opportunities, authority and influence are not to be used for private benefit.
- b. Anyone participating with JFA is required to make full disclosure of the nature of any actual potential conflict of interest. In consideration of issues where possible conflicts exist, such individual will not evaluate or vote on the matter. This includes but is not limited to, contracts, purchase of goods and services, Rules, Regulations, Policies and Procedures and allocation of resources.

To the extent that an Association adopts policies and procedures in addition to those provided in the JFA Rulebook, a copy of the Association's board approved policy or procedure shall be kept on file with the Secretary of the League.

ARTICLE II - POLICY AGAINST DISCRIMINATION

Junior Football of Arizona, Inc. ("JFA") is proud of its tradition of offering programs providing activities in which all individuals are treated equally. To ensure the continuation of this tradition, the League has established a written policy prohibiting discrimination in and guaranteeing access to all programs and activities run, offered or supported by the League with regard to any individual's race, color, religion, sex, national origin or handicap.* In order to facilitate a clearer understanding of this policy, the League has established the following principles:

Non-Discrimination Policy

1. Neither the League nor any person acting on its behalf or in its name will directly or indirectly deny any individual the opportunity to participate in any program or activity run, offered or supported by the League because of that individual's race, color, religion, sex, national origin or handicap.*
2. Neither the League nor any person acting on its behalf or in its name will directly or indirectly refuse or deny any individual any benefit, advantage, facility** or privilege involved in any program or activity run, offered or supported by the League because of any individual's race, color, religion, sex, national origin or handicap.*
3. The League will make all readily achievable efforts to remove barriers which deny, limit or disadvantage individuals with disabilities from full participation in and enjoyment of programs run, offered or supported by the League.* For purposes of this provision, the term "barriers" includes communication barriers which limit the opportunities of individuals with sensory disabilities from fully participating in and enjoying the League's program and activities. For purposes of this provision, the term "disability" includes any physical or mental disability which substantially limits one or more major life activities; a record of having such an impairment; or being regarded as having such an impairment.*

Responsibility for Implementing Policy

Every agent, coach or other individual with authority for supervising participants or otherwise providing services for participants in League activities and programs will be considered responsible for fully implementing this policy, and failure to comply with this policy will be grounds for removing such individual from any League programs.***

Notification Required

Any individual who believes he or she requires an accommodation or removal of a barrier because of the individual's disability may request such accommodation or barrier removal by notifying the League President in writing of the need for such accommodation or barrier removal and the kind of accommodation and barrier removal required to permit the individual to fully participate in and enjoy the program, activities, facilities** or privileges of the League.

Complaints for Violation of Policy

Any individual who believes that he or she has been discriminated against in violation of this policy may make a complaint by contacting:

League Executive Chairperson, Junior Football of Arizona, Inc., (please see www.juniorfootballaz.com for JFA mailing address)

*Compliance is based on the JFA Rulebook, including that each participant (flag player, tackle player, spirit member, mascot and water person) have a physical examination, to be signed by a physician stating that the participant is physically fit and there are not observable conditions which contra-indicate the participant from participating in athletics (flag and tackle football, spirit, mascots and water person). Regarding the tackle football program, for safety, accident insurance and liability insurance consideration, ages and weights are carefully correlated and there are no exceptions.

**The League and its Associations use City and County parks and public and private schools over which the League and its Associations have no control as to access to said facilities or to the facilities themselves for people with physical handicaps.

***As to responsibility for implementing policy (removal), this is subject to League/Association and due process provisions.

ARTICLE III - JUNIOR FOOTBALL OF ARIZONA POLICY ON SEXUAL HARASSMENT

Sexual harassment is a form of prohibited sex discrimination under Title IX of the Education Amendment of 1972 and is a growing source of legal concern. Therefore, under no circumstances will sexual harassment be tolerated within the Junior Football of Arizona League.

Two Types of Conduct Constitute Sexual Harassment

1. Quid Pro Quo Harassment: Occurs when an administrator or coach causes a student-athlete or adult believe that he or she must submit to unwelcome sexual conduct in order to participate in the program or activity, regardless of whether the student-athlete or adult submits to the demands.
2. Hostile Environment Harassment: Occurs when the unwelcome sexual conduct is so severe, persistent r pervasive that it affects the student-athlete or adult's ability to participate in the program or activity.

WHAT CONSTITUTES SEXUAL HARASSMENT

1. Sexual advances.
2. Touching of a sexual nature.
3. Graffiti of a sexual nature.
4. Displaying or distributing sexually explicit drawings, pictures and written material.
5. Sexual gestures.
6. Sexual or dirty jokes.
7. Pressure for sexual favors.
8. Touching one self sexually or engaging in sexual activity in front of others.
9. Spreading rumors about or rating student-athletes or adults regarding sexual activity or performance.

SEXUAL HARASSMENT CAN HAPPEN AT ALL LEVELS OF RELATIONSHIP

COACH STUDENT-ATHLETE

ADMINISTRATOR AND ATHLETES

COACHES AND ASSISTANT COACHES

ADMINISTRATORS AND COACHES

STUDENT-ATHLETE AND STUDENT-ATHLETE

STUDENT-ATHLETES AND ADULTS

If you believe you are being sexually harassed:

1. Tell someone - parents, league official, friend, police.
2. Keep records - keep a diary of what happened and when with the names, dates, time and what happened.
3. Say "NO" to the harasser. Tell the harasser verbally and non-verbally that his or her behavior is unwelcome and you want it to stop.
4. Take personal action - report the harassment to the Association and League. File a complaint with the police.

COACHES

1. Use discretion when alone with an athlete and when coaching, try to have another coach present.
2. Do not touch an athlete outside of a necessary touch to teach a skill.
3. Do not drive alone with an athlete.
4. Stay in separate sleeping quarters when traveling for athletic events.
5. Educate your athletes about sexual harassment.
6. Document any behaviors by athletes directed to you which are sexual in nature.

ADMINISTRATORS

1. Notify student-athletes, parents and coaches of sex discrimination grievance procedures, including where and to whom complaints may be addressed.
2. Conduct thorough and impartial investigations.
3. Assure your coaches, parents and athletes that sexual harassment will not be tolerated.
4. Use discretion in the investigation because peoples' lives are at stake. If necessary, contact the police sex crimes unit.
5. Conduct hearings at either the Association or League level in a prompt and impartial manner.

HOW TO FILE A COMPLAINT FOR VIOLATION OF THIS POLICY

1. WRITE THE LEAGUE EXECUTIVE CHAIRPERSON AT THE FOLLOWING ADDRESS:

Junior Football of Arizona, Inc., (please see www.JuniorFootballAZ.com for mailing address)

2. CONTACT OR WRITE YOUR ASSOCIATION PRESIDENT.

APPENDIX K – Best Practices

From time to time, JFA will update this Appendix to give its member Associations useful information relating to recommended and best practices. While these will not be rules with which Associations must comply, there are recommended and each association is expected to thoughtfully consider adopting the same or similar practices.