



# 2016 Softball Rulebook



*Revised April 2016*



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Enclosed are the official rules and regulations for the 2016 New Orleans Recreation Development Commission (NORDC) softball season. Any and all softball programming conducted at NORDC playgrounds is required to comply with these rules and regulations.

These rules and regulations are intended to enhance a competitive balance between playgrounds, minimize risks to participants, and promote enjoyable participation and sportsmanship. Any activities conducted outside the scope of these rules and regulations will not be considered to be part of the authorized NORDC sports program that entitles players, coaches, and sponsors to certain rights and privileges.

The rules and regulations adopted herein have taken into consideration various sporting authorities with rule governing power not provided by NORDC. However, the NORDC rules and regulations outlined herein will supersede any others when applicable.

Our Site Facilitators are the NORDC officials most closely connected to our athletic programming and will be most informed on matters regarding the playgrounds and applicable athletic leagues. We strongly suggest that parents, coaches, and players contact their playground Site Facilitator for any assistance needed.

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### **Purpose of the Rules and Eligibility Committee**

The purpose of the NORDC Rules and Eligibility Committee is to determine the rules and regulations pertaining to the playing of games and environment as well as regulations pertaining to the eligibility of plyers.

The Committee shall consist of one (1) coach from each of the (4) districts , three (3) NORDC Site Facilitators, one (1) industry expert, and one (1) official.

The NORDC Rules and Eligibility Committee, at the request of the Athletic Director, will provide recommendations on rules and eligibility interpretations.

NORDC Rules and Eligibility Committee members shall serve no more than a two (2) year term.

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## *Program Focus & Overview*

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## **CODE OF CONDUCT**

The New Orleans Recreation Development Commission (NORDC) encourages residents in the New Orleans community to become volunteers on playgrounds and in all of our recreational programs. The safety and security of our participants is our foremost concern. It is the responsibility of NORDC to ensure that our facilities are safe play areas for children and completely free from any form of abuse or inappropriate behavior. We encourage good sportsmanship, fun, and personal improvement over an atmosphere of fierce competition.

For the above stated reasons, all volunteers must comply with appropriate Codes of Conduct as described below. All volunteers must submit a background check from the New Orleans Police Department. Background checks will be valid for a period of one (1) year and will need to be resubmitted following that period. All applications are subject to screening by the New Orleans Police Department.

## **ILLEGAL SUBSTANCE USE**

Use of Illegal Substances is strictly prohibited on all NORDC facilities and during the management of any NORDC program. Any volunteers who participate in the unlawful manufacturing, use, sale, purchase, transfer or possession of illegal substances while involved with NORDC will be reported to the police department and prosecuted to the fullest extent of the law. NORDC volunteers are not allowed to drink alcohol at any NORDC facilities while volunteering.

## **INAPPROPRIATE BEHAVIOR**

All volunteers are strictly prohibited from any inappropriate behavior, including but not limited to that which could be construed as physical (paddling), emotional (name calling), verbal (profanity) or sexual abuse/harassment (inappropriate touching).

## **NOTICE OF CRIMINAL PROCEEDINGS**

Any volunteer who is arrested or otherwise charged with committing a criminal offense, other than a minor traffic violation, must notify their NORDC supervisor immediately. Failure to give prompt and proper notice will constitute grounds for dismissal.

## **GOOD SPORTSMANSHIP**

Volunteers will promote good sportsmanship, team play, personal improvement, leadership skills and ongoing involvement in recreational activities. Any volunteer that does not display good sportsmanship will be dismissed from all NORDC programs and relieved of all volunteer coaching duties. Examples of poor sportsmanship include, but are not limited to, ridiculing of officials, opposing teams or coaches, and use of profanity.

## **COMMUNITY RELATIONS**

Volunteers will display a positive image of NORDC at all times. All interactions with NORDC staff, participants, other volunteers, parents, the media, and members of the community should be based on mutual respect.



## ORGANIZATIONAL

- All teams and coaches participating in sanctioned NORDC Softball Leagues will be under the supervision of NORDC and its staff.
- NORDC uses American Softball Association (ASA) rules when NORDC rules are not applicable.
- All NORDC volunteer coaches are required to complete all NORDC designated clinics, which are softball clinic and Darkness to Light: Sexual Abuse prevention.
- All participants must present a valid NORDC-issued identification (ID) card. These I.D. cards must be shown at all pre-game warm ups.
- All home game sites will be responsible for having a first aid kit and AED on the premises.
- Each team is responsible for having water available for their players at all times.
- It is the District Manager and Site Facilitator's responsibility to see that the above rules are **STRICTLY** enforced.

# ***New Orleans Recreation Development Commission***

## ***Coaches Code of Conduct***

- I understand that my responsibilities as a youth coach are of great importance and that my actions have the potential to significantly influence the young athletes whom I coach;
- I understand that many children participate in sports for numerous different reasons, and that the number one reason is to have fun;
- I understand that as a youth coach I am obligated to honor the games rules, opponents, officials, teammates and self, and to teach players to do the same.

**Therefore, by participating as a youth sports volunteer, I will adhere to the following codes:**

**A. I will create an appropriate environment for our children that:**

- Focuses on safety, fun, skill development and education;
- Has a positive lasting impact on the children of our community;
- Promotes building character and learning life skills;
- De-emphasizes a 'win-at-all-costs' attitude;
- Is fair, consistent and best meets the emotional and physical needs of all children;
- Builds a culture where winning is not defined by outcome of competition, but by the individual needs of all the children.

**B. I will act responsibly and do my best to assure that:**

- I provide playing time for every child that is consistent with the rules of NORDC;
- I properly educate players on the importance of teamwork, effort, having fun and playing fair while properly instructing age appropriate fundamentals and skills;
- I provide players with the best education, instruction and organization possible by attending required meetings, clinics and certifications;
- I am familiar with the objectives of the youth sports program. I strive to achieve these objectives and communicate them to my players and their parents;
- I cooperate with the administrator of our organization in the enforcement of rules and I will report irregularities that violate sound competitive practices;
- I provide a healthy and safe environment for my players, which are in accordance with my leagues' safety procedures and provide safe instruction and use of equipment.

**C. I will display appropriate behavior - I understand that violation of the following will jeopardize my privilege to coach.**

- I will treat each player, opposing coach, official, parent or administrator with respect and dignity, and refrain from using profanity, intimidations tactics and inappropriate language;
- I will uphold the authority of officials who are assigned to the contest in which I coach, and I will assist them in every way to conduct fair and impartial competitive contests.

**D. Terminal behavior - I understand that violation of the following codes will result in immediate termination of my privilege to coach with NORDC.**

- I will never coach under the influence of drugs or alcohol.
- I will never initiate or participate in any form of verbal or physical assault on staff, volunteer, official, parent or child.

The New Orleans Recreation Development Commission reserves the right to take appropriate disciplinary action involving any coach in violation of the code of conduct.

With my signature, which I voluntarily affix to this contract, I acknowledge that I have read, understood and will do my best to fulfill the promises made herein.

\_\_\_\_\_  
**Coach Name (Print)**

\_\_\_\_\_  
**Coach Signature**

\_\_\_\_\_  
**Date**

## ***New Orleans Recreation Development Commission***

### ***Coaches Code of Conduct***

#### ***Results of Violations***

Violations of the ***Coaches Code of Conduct*** will result in written documentation, advisory consultation and possible disciplinary action. The following data outline the disciplinary procedures of the New Orleans Recreation Development Commission. Failure to fully understand the NORDC Code of Conduct policy does not exempt one from the ramifications if such rules are violated whether intentionally or unintentionally.

- **Conduct Codes A and B**

- Any violation under codes A and/or B will result in verbal consultation by the NORDC Recreation Activities Coordinator and/or Athletic Director;
- A second violation under codes A and/or B will result in a sit-down consultation between the NORDC Recreation Activities Coordinator and/or the Athletic Director and the coach. Suspension of the coach's privilege to manage/coach NORDC youth sports programs for, at minimum, 1 game will accompany;
- A third violation under codes A and/or B will result in termination of the coach's privilege to manage/coach NORDC youth sports programs.

- **Conduct Code C**

- Any violation under Code C will result in a sit-down consultation between the NORDC Recreation Activities Coordinator and/or Athletic Director. Suspension of the coach's privilege to manage/coach and attend NORDC youth sports programs for, at minimum, 2 games, will accompany;
- A second violation under Code C will result in termination of the coach's privilege to manage/coach NORDC youth sports programs.

- **Conduct Code D**

- Any violation under Code D will result in termination of the coach's privilege to manage/coach NORDC youth sports programs.

Anyone with knowledge of a violation of the rules listed in NORDC Code of Conduct who fails to report them to the NORDC Athletic Department will result in disciplinary action.

## *2016 Season Timeline*

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## 2016 SEASON TIMELINE

<b>March 21, 2016</b>	Softball Registration Starts
<b>April 11, 2016</b>	Practice Begins Registration Ends
<b>May 2-3, 2016</b>	Pre-Season Parents Meeting
<b>May 5, 2016</b>	Coaches Skills Clinic/Rules Clinic
<b>May 7, 2016</b>	Pitch, Hit & Run
<b>May 9, 2016</b>	Season Begins
<b>May 23, 2016</b>	Last day for Roster Add-Ons
<b>June 27, 2016</b>	Regular Season Ends
<b>June 29, 2016</b>	Playoffs Begin
<b>July 8, 2016</b>	Senior Championships at Wesley Barrow
<b>July 9, 2016</b>	Championship at Lakeview/Delgado
<b>July 13, 2016</b>	Season Wrap up Meeting at Rosenwald Recreation Center

## ***Programmatic Philosophy, Objectives and Eligibility***

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The competitive balance and integrity of the NORDC Softball program are maintained by strict adherence to the following eligibility criteria. NORDC staff and volunteer coaches are responsible to assure that players and their parents are aware of and are in compliance with these criteria.

## SECTION 1: AGE RESTRICTIONS

Participants must play in their correct age classification as specified within the rules and regulations below. Additionally, **the players cannot reach 11, 13, and 16 years of age by May 1st of the current calendar year.**

The NORDC Softball Program shall also be divided into three (3) separate age Divisions. The Divisions are as follows:

- Sophomore – 9-10 years old.
- Junior – 11-12 years old.
- Senior – 13-15 years old.

## SECTION 2: NORDC SOFTBALL & ATHLETIC DISTRICTS

### 2.1 NORDC Softball Districts

The NORDC track districts shall be divided as follows:

- EAST - NORDC Downtown and Lakeshore Districts
- WEST- NORDC Uptown and Algiers Districts

### 2.2 NORDC Athletic Districts Boundaries

#### *Lakeshore District*

Beginning at Lake Pontchartrain and the Jefferson Parish Line, South on the Jefferson Parish Line to the Southern Railroad tracks north of Marguerite Street. East along the Southern Railroad tracks to the Pontchartrain Expressway. South along the Pontchartrain Expressway to City Park Avenue. East along City Park Avenue to Wisner Boulevard. North along Wisner Boulevard to Interstate 610. East along I-610 and I-10 to the Industrial Canal. South along the Industrial Canal to the Mississippi River Gulf outlet. East along the Mississippi River Gulf outlet to the St. Bernard Parish line. East along the St. Bernard Parish line to the Rigolets. West through the Rigolets and Lake Pontchartrain to the Jefferson Parish line.

#### *Downtown District*

Beginning at the Mississippi River and Pontchartrain Expressway, North along the Pontchartrain Expressway to City Park Avenue. East along City Park Avenue to Wisner Boulevard. North along Wisner Boulevard to I-610. East along I-610 and I-10 to the Industrial Canal. South along the Industrial Canal to the Mississippi River Gulf outlet. East along the Mississippi River Gulf outlet to the St. Bernard Parish line. West along the St. Bernard Parish line to the Mississippi River. West along the Mississippi River to the Pontchartrain Expressway.

#### *Uptown District*

Beginning at the Mississippi River and the Jefferson Parish line, north along the Jefferson Parish line to the Southern Railroad tracks, north of Marguerite Street. East along the Southern Railroad tracks to the Pontchartrain Expressway. South along the Pontchartrain Expressway to the Mississippi River to the Jefferson Parish line.

#### *Algiers District*

All of Orleans Parish on the westbank of the Mississippi River.

### SECTION 3: RESIDENCY & DUAL PARTICIPATION

All participating players shall reside within Orleans Parish and also in the NORDC Athletic district within which they compete.

#### 3.1 Residency Exceptions

**\*\*NOTE:** All requests for an exception must be submitted in writing and become effective upon signed approval from the District Manager and Athletic Director.

### SECTION 4: ELIGIBILITY, RESIDENCY & DUAL PARTICIPATION VIOLATIONS

Any challenges of the eligibility credentials of a participant will be fully investigated by NORDC prior to assessment of penalties. Participants will be required to produce certified affidavits with backup documentation to support their eligibility status.

- Verified violators, identified by means of protest as outlined in these regulations, or any other means of identification, will result in immediate expulsion from the softball program.
- Violators are subject to suspension for the remainder of the year plus one (1) additional NORDC youth athletic program.

When a player is declared ineligible by the NORDC Rules & Eligibility Committee or the NORDC Athletic Director, the following actions will occur:

- The ineligible player's team shall forfeit all games in which the ineligible player's name appeared on the team line-up sheet.
- The ineligible player shall remain ineligible for the next calendar year.
- The head coach shall also appear before the NORDC Rules & Eligibility Committee for a hearing, and after the committee determines the coach's involvement, the head coach may be suspended for one (1) year, with no further coaching responsibilities.



## ***Safety Policies***

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## SECTION 5: FLEXIBILITY & STRETCHING

Flexibility exercises are to be incorporated into the conditioning program utilized during preseason and regular season workouts. Increasing the flexibility of an athlete causes players to be less injury prone and more likely to perform with higher ability.

### 5.1 Dynamic stretching (PRE EVENT)

Putting players through a dynamic warm up involves constant movement of chosen joints and muscles. With this type of warm up, each coach seeks to add flexibility, loosen all muscle groups, and increase the core body temperature of the players. These types of stretches lend to better foot speed, power, range of motion, and explosiveness. The dynamic stretching will help to limit cases of injury among players due to muscles being properly exercised on a regular basis before participation.

### 5.2 Static stretching (POST EVENT)

A stretch that is held in a challenging but comfortable position for a period of time, usually somewhere between 10 to 30 seconds is considered a static stretch. Static stretching is the most common form of stretching found in general fitness and is considered safe and effective for improving overall flexibility.

### 5.3 Ballistic Stretching

This form of stretching is **STRICTLY PROHIBITED**. Ballistic stretching is a form of passive stretching or dynamic stretching in a bouncing motion. Ballistic stretches force the limb into an extended range of motion when the muscle has not relaxed enough to enter it. A ballistic stretching example would be a hurdler's stretch where the trunk of the body bounces towards the extended leg to stretch the hamstring.

### 5.4 Stretching Recommendations

- Any and all stretching done by players should NOT involve drastic stretching or stretching to the point of pain.
- All stretches are to be done slowly.
- Neck bridging is NOT recommended. The neck bridge exercise is demanding and requires precise technique and focus. It may be dangerous because it places considerable stress on the cervical spine and may cause neck injury.

## SECTION 6: CONDITIONING & PRACTICES

### 6.1 Preparation

- Each coach is REQUIRED to plan all practices in advance.
- Every practice is required to incorporate proper calisthenics and stretching at the beginning of each practice session.

### 6.2 Conditioning

- Any conditioning exercises are NOT to be used as punishment. Site Facilitators will monitor practices to ensure this practice is adhered to.
- Conditioning of players is to concentrate on building cardiovascular strength by incorporating jogging, sprint drills and callisthenic exercises.
- It is extremely important that Coaches ensure that ALL players are properly hydrated by drinking adequate amounts of water before, during, and after workouts.
- The administration of salt tablets, vitamins, any form of medication or sports enhancing additives, drugs, and/or supplements to players is STRICTLY PROHIBITED.

### 6.3 Practice Structure/Scheduling

- No team will be allowed to practice unless their coach is present.
- Practice sessions are to be limited to thirty (30) minute intervals with a ten (10) minute break between each interval. Overall practice sessions must be limited to two (2) hours per day, including break times.
- All practices must end by 9:00pm.
- Practice is to be authorized by at NORDC Site Facilitator/District Manager at times when the playground or gym will be open, with availability to first aid equipment, water and telephone.

## ***First Aid & Emergency Policies***

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## SECTION 7: FIRST AID

- Coaches shall always be prepared to seek immediate medical attention for any and all injuries that occur.
- NORDC supervisory personnel are trained in first aid and CPR procedures. In emergency situations, coaches are to seek assistance from NORDC supervisory personnel, as well as a physician, athletic trainer, nurse, or any other emergency medical personnel present at the practice and/or game site.
- Any and all injuries, regardless of severity and site of injury, must be reported to the playground Site Facilitator. All details and information about the injury must be accurately documented on a NORDC injury report and submitted in a timely manner.
- Coaches are required to have their players' phone numbers and emergency contacts on file and readily available for use in the event of an emergency situation. Parents must be immediately advised of all injuries.
- Each NORDC playground and gym maintains first aid supplies in a designated area. Coaches are required to know where these supplies are located at their playground for quick accessibility in the event of an emergency situation.
- Each playground and gym is equipped with a first-aid kit.

## SECTION 8: EMERGENCIES

### 8.1 Heat Related Illnesses

Overexposure to heat causes heat related illness. Thirst is the first signal that the body is having trouble with the heat. Heat-related illnesses, such as heat stroke, occur when your body can't keep itself cool. The body normally cools itself by sweating. As sweat evaporates from the skin, it lowers body temperature. But on hot, humid days, moisture in the air keeps sweat from evaporating fast enough. Once the signs and symptoms of a heat related emergency begin to appear, the player's condition can quickly become life threatening. Recognizing heat related signs and symptoms in its early stages increases the chances of reversing symptoms.

#### *Heat Cramps*

These are short, severe cramps in the muscles of the leg, arm or abdomen that can happen during or after heavy exercise in extreme heat. Heavy sweating uses up the body's supply of salts, which causes the cramps. Heat cramps also may be a symptom of heat exhaustion.

#### Treatment:

- Have the player rest in a cool place.
- Give cool water to drink.
- Lightly stretch the muscle and gently massage the area.
- When the cramps stop completely, the player can usually start activity again **high supervision** if there are no other signs or symptoms of illness.
- Encourage the player to continue drinking plenty of fluids.
- Carefully monitor the player for further signs or symptoms of heat-related illness.

#### *Heat Exhaustion*

Heat exhaustion occurs when a person spends time in a hot environment without drinking enough fluids. Symptoms include extreme thirst, fatigue, weakness, clammy skin, nausea or vomiting, and rapid breathing.

#### Treatment:

- Move player to **cooler** environment with circulating air while applying wet towels.

- Loosen or remove clothing.
- If player is conscious, give four (4) ounces of water to drink every fifteen (15) minutes, but do not limit the player's water intake.
- Discontinue player's participation in practice or competition even if symptoms subside.
- Carefully monitor the player for any changes in condition and/or additional signs or symptoms of a more serious condition.

### *Heat Stroke:*

Heat stroke is a **SERIOUS LIFE THREATENING MEDICAL EMERGENCY**. Call 911. The most serious heat-related illness, heat stroke occurs when body temperature rises too rapidly, to as much as 106°F or higher within 10 to 15 minutes. Heat stroke can cause death or permanent disability if emergency treatment is not provided. Symptoms of heat stroke include red, hot and dry skin, no sweating, and rapid, weak pulse.

### Treatment:

- Move player to **cooler** environment with circulating air while applying wet towels.
- Keep player lying down---if vomiting, place player on their side.
- Remove/loosen any tight clothing.
- Apply cool, wet cloths. Ice packs should be applied on player's wrists and ankles, on the groin, each armpit, and on the neck to cool the large blood vessels. Cool the athlete as quickly as possible by submerging their body in an ice bath, by spraying them with a cold hose, or by covering their core in ice. Apply directly to skin.
- **DO NOT APPLY RUBBING ALCOHOL.**
- If player is conscious, give four (4) ounces of water to drink every fifteen (15) minutes, but do not limit the player's water intake.
- Call 911 immediately whether the athlete is conscious or not, as this is a life threatening condition.

## 8.2 Physical Injuries

When a player is injured, be careful and be sure to leave the player lying flat, especially when a head, neck, or spine injury is involved. Leave the athlete in the position that they are found unless the athlete is not breathing or has no pulse and needs CPR/AED response. Do not move the player, get medical treatment right away.

### *Bruises*

The simplest type of closed wound is a bruise. This occurs when an injury causes blood and other fluids to seep into the surrounding tissues, which results in the area swelling and changing color.

### Treatment:

- Elevate injured part as long as **IT DOES NOT CAUSE MORE PAIN..**
- Apply wrap ice with a damp cloth or small bag of ice to the injured area for a period of about 20 minutes. Place a thin cloth barrier between the ice and bare skin. Remove the ice for 1 hour before reapplying.

**\*\*NOTE:** Do not assume that all closed wounds are minor injuries. **Physician or athletic trainer should examine the player to determine whether or not more serious injuries could be present. If physician or athletic trainer is not available the 1<sup>st</sup> responder should proceed within their scope of practice.**

- Should the player have any of the following signs/symptoms, 911 should be called immediately:
  - Player complains of severe pain or cannot move a body part without pain.
  - The force that caused the injury was great enough to cause serious damage.
  - The injured extremity is blue or extremely pale.

## Fractures

Closed fractures are a complete break, chip or a crack in a bone and the most common type of fracture. Open fractures are more dangerous due to bone breaking the skin, which will cause risk of infection and severe bleeding.

**Always suspect a serious injury when any of the following signals are present:**

- Significant deformity
- Extreme bruising and swelling
- Inability to normally use the affected part
- Bone fragments sticking out of a wound
- Player complains of feeling bones grating
- Player felt or heard a snap or pop at the time of injury
- Injured area is cold to the touch and/or the affected area feels numb
- Cause of the injury suggests that the injury may be severe

**\*\*NOTE:** If the fracture involves a large bone such as the thigh, has severed an artery and/or is affecting breathing, the injury is life threatening and 911 should be called immediately.

## 8.3 General Muscles, Bone & Joint Care

### *Remember RICE!*

- **Rest.** Rest and protect the injured or sore area. Stop, change, or take a break from any activity that may be causing your pain or soreness.
- **Ice.** Cold will reduce pain and swelling. Apply an ice or cold pack right away to prevent or minimize swelling. Apply the ice or cold pack for 15 to 20 minutes, 3 or more times a day. Do not apply ice directly to the [skin](#). Place a towel over the cold before applying it to the skin.
- **Compression.** Compression, or wrapping the injured or sore area with an elastic bandage (such as an Ace wrap), will help decrease swelling. Don't wrap it too tightly, because this can cause more swelling below the affected area. Loosen the bandage if it gets too tight. Signs that the bandage is too tight include numbness, tingling, increased pain, coolness, or swelling in the area below the bandage. Talk to your doctor if you think you need to use a wrap for longer than 48 to 72 hours; a more serious problem may be present.
- **Elevation.** Elevate the injured or sore area on pillows while applying ice and anytime you are sitting or lying down. Try to keep the area at or above the level of your [heart](#) to help minimize swelling.

### *Splinting*

- Splint only if the person must be moved or transported by someone other than emergency medical personnel.
- Splint only if you can do so without causing more pain.
- Splint an injury in the position you find it.
- Splint the injured area and the bones or joints above and below the injury.
- Check for circulation (feeling, warmth and color) before and after splinting.

**\*\*NOTE:** HEAD, NECK AND BACK INJURIES MAY CAUSE UNINTENTIONAL DEATH OR LIFELONG NEUROLOGICAL DAMAGE----CONTACT 911!!! **Player should not be moved.**

## 8.4 Safety Precautions

### *Bodily Fluids/Blood*

NORDC employees, league commissioners and volunteer coaches are to be aware of and monitor situations during practice and competitions, when there is an injury that results in blood being present. Good hygiene shall be practiced. Towels, uniforms, cups and water bottles should not be shared. Staff and volunteers must be cognizant that anytime there are blood and body fluids present, there is the possibility that those fluids may transmit infectious disease. Under circumstances in which differentiation between body fluid types is difficult or impossible, all body fluids are considered potentially infectious.

Before competing, all players must cover wounds on their body. Practice or competition must be stopped and any injured player must be immediately attended to.

In the event of injury or sickness involving blood or bodily fluids, the following procedures must be followed:

- If at all possible, the injured person shall render first aid to himself and cover his own wound.
- If blood is visible on an athlete's uniform, athlete must be removed until blood is completely removed. Any wound need to be covered completely before returning to activity.
- When rendering first aid, protective gloves must be worn when it is anticipated blood or bodily fluids are involved.
- Clean gloves must be worn for each individual treated.
- Do not wear the same gloves for multiple injured parties.
- An individual who has treated an injury where blood is present or has cleaned a potentially contaminated surface should wash their hands with soap and hot water, whether or not protective gloves have been worn.



## ***Concussion Protocol***

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## SECTION 9: SIGNS AND SYMPTOMS

Players who experience any of the signs and symptoms listed below after a bump, blow, or jolt to the head or body may have a concussion.

SIGNS OBSERVED BY COACHING STAFF	SYMPTOMS REPORTED BY PLAYER
Appears dazed or stunned	Headache or “pressure “ in head
Is confused about assignment or position	Nausea or vomiting
Forgets instructions	Balance problems or dizziness
Is unsure of game score or opponent	Double or blurry vision
Moves clumsily	Sensitivity to light
Answers questions slowly	Sensitivity to sound
Loses consciousness (even briefly)	Feeling sluggish, hazy, foggy, or groggy
Shows, mood, behavior, or personality change	Concentration or memory problems
Can’t recall events prior to hit or fall	Confusion
Can’t recall events after hit or fall	Does not “feel right” or is “feeling down”

## SECTION 10: ACTION PLAN

If you suspect that a player has a concussion, the following four (4) steps should be taken:

1. If an athlete loses consciousness at all, the athlete must be removed and EMS must be called if parent/ guardian is not present.
2. Keep the player out of play the day of the injury and until an appropriate health care professional (Concussion specialist or a neurologist) has provided written clearance to return to practice and play. (*See Post Concussion Medical Clearance Form in the appendix section*)
3. The coach should inform the player’s parents or guardians about the possible concussion and provide the fact sheet on concussion.
4. Keep the player out of play the day of the injury and until an appropriate health care professional has provided written clearance to return to practice and play. (*See Post Concussion Medical Clearance Form in the appendix section*)
5. An official has the authority to remove an athlete if he/she exhibits or suspects a concussion.

***WHEN IN DOUBT, SIT THEM OUT...***

## ***Game Policies & Procedures***

## SECTION 11: SCHEDULES, PROTESTS, FORFEITURES & SUSPENSIONS

### 11.1 Scheduling

There will be no changes to the regular schedule of softball games, except for extreme emergencies, weather conditions, or if deemed necessary by the Athletic Director.

### 11.2 Protests

The most acceptable grounds for protest are eligibility issues. An official protest must be done via NORDC Athletic Protest Form and followed by the rules and guidelines associated thereof (see appendix section).

- All protest shall contain date, time of game, names of opposing teams, and signatures of the head coach and playground Facilitator. No one else has the autonomy to submit a protest.
- Protest must be lodged before any action continues in the game, time and game situation must be noted on score sheet. All protest shall be written.
- If the day following the protested game is a city workday, the protest shall be submitted any time up to 24 hours after the game has been played.
- A Protest must be filed by the head coach on **NORDC's** Athletic Protest Form (see Attachment-Athletic Protest Form)

**Example:** If a game is played on Wednesday, May 20, 2016 and the game ended at 9:00pm, the protest shall be submitted any time up to and including May 21, 2016 at 9:00pm.

- If the day following the protested game is not a city work day the official protest shall be submitted by the appropriate time on the next city work day.

**Example:** If a game is played on Friday night, the protest must be filed on the following Monday no later than the hour the game ended.

Protests for the current season must be submitted in writing by the Head Coach to the Site Facilitator. After review and verification, the Site Facilitator submits the recommended protest in writing to the respective District Manager.

**\*\*NOTE:** The burden of proof, once team rosters have been accepted, will be on the protesting party. If proven to have ineligible player(s), appropriate penalties will apply.

All validated protests will be reviewed by the NORDC Rules Committee and a decision will be rendered within forty-eight (48) workday hours of receipt of the protest.

### 11.3 Umpires

All umpires are required to submit a game report immediately after a player or coach is ejected from the game. The report must be submitted to the Site Facilitator, District Manager, or Athletic Director no later than 24 hours after the infraction took place.

The ejected player or coach will have to sit out for the next scheduled game.

### 11.4 Forfeitures

- All players on the lineup sheet must play. If a violation occurs, the offending team will forfeit the game.
- Games in which an ineligible pitcher has played will be declared forfeited by the offending team.
- If a player is injured after all substitutes have been utilized, the team's coach will choose the replacement player. If a player is ejected from the game after all substitutes have been utilized, the game is forfeited.

- It is mandatory that all batters and base runners wear protective helmets. Failure to comply will result in forfeiture of game.
- It is mandatory that catchers wear the appropriate protective gear: chest protector, shin guards, facemask, and protective cup. Failure to comply will result in forfeiture of game.
- In all divisions there will not be a grace period. Teams must be ready to play at the scheduled time. Failure to comply will result in forfeiture of game.
- The correct bat size and type, per division requirements, must be used by all players during games. Failure to comply will result in forfeiture of game.
- Forfeiture determinations can only be declared by the official umpire.

### 11.5 Suspended Game

Games suspended for weather conditions may be resumed at a later date from the point at which it was suspended, if deemed necessary by the Athletic Director.

## SECTION 12: TEAM ROSTERS

The official team roster is a vital document that allows NORDC to verify the credentials of players at game sites. The official team roster is produced by the NORDC office through the RecTrac system.

- Team rosters must have a minimum number of nine (9) players in order to be accepted in the NORDC program. A team must arrive with a minimum of 9 players to play.
- The roster shall have a maximum number of eighteen (18) players.
- Each playground team must have 12 participants to form an age group softball Team A. There can be no Team B unless Team A has 12 participants.
- A current parental consent form must be signed and on file before a player participates in any kind of drill, practice, or game.
- If a player is denied participation because of roster limitations, that player may choose to play at another available park.
- Players may be moved from one team roster to another team roster if:
  - The original team is disbanded before the add-on deadline.
  - Either a Permanent Playground Transfer Form or Temporary Form is approved by NORDC.
  - If the above still remains in conflict, the NORDC Rules Committee shall have final say in placing players on new teams.
    - A player must return to his original park at the completion of the season.
- The maximum number of coaches allowed is three (3): one (1) head coach and two (2) assistants.
- NORDC will provide each team with their approved roster. Coaches must add player's uniform number and sign their name on the signature line.
- Duplicate numbers of player uniforms are strictly prohibited; each player must have a distinct jersey number.
- A pitcher and a catcher are required.

## SECTION 13: COACHING STAFF ROLES & RESPONSIBILITIES

- Any and all coaching staff is required to give consent for NORDC to conduct a criminal background check. The background check includes but is not limited to sex offender registries maintained by the Louisiana State Police, child abuse and criminal history records. The appointment of a volunteer is conditional upon receiving no inappropriate information on the background check.

- Coaches are responsible for knowing and abiding by all the policies, procedures, rules, and regulations outlined in this manual, where applicable.
- Coaches are required to attend the NORDC rules clinic meeting. Any coach failing to attend rules clinic meetings or subsequent make up clinic will not be allowed to coach.
- All coaches are expected to set a positive example, especially in their behavior and sportsmanship, to their team. The use of PROFANITY is **STRICTLY PROHIBITED** AT ALL TIMES.
- Ridicule or harassment of officials by coaches or members of his team, the opposing team, or otherwise, will not be tolerated.
- Coaches are required to keep their respective team on the field during a softball game. If any coaches remove their team during the game, they will be subject to dismissal by NORDC.
- Coaches ejected from a softball game are required to immediately leave the facility, are suspended from their team's next softball game, and may not attend the game from which they are suspended. If a suspended coach returns to the facility after the game and engages in unsportsmanlike conduct such as confronting a game official, the suspended coach shall be subject to further disciplinary action.

## SECTION 14: PLAYING AREA

The following chart will be used for pitching and base distance for league play:

DIVISION	AGE	PITCHING DISTANCE	BASE DISTANCE
Sophomore	9-10	35'	55'
Junior	11-12	40'	60'
Senior	13-15	43'	60'

## SECTION 15: GENERAL SOFTBALL RULES

1. Players must not wear shoes with cleats (molded or screwed-in) that contain any metal materials.
2. The following curfews will be in effect for all games in the NORDC program.
  - No game may begin after 9:30 p.m.
  - No new inning may begin after 11:30 p.m. No new inning can begin within ten minutes of stoppage.
3. In forfeited games, all players, from both teams that have come to play, must be listed on the score sheet that is submitted to the administrative office (Site Facilitator).

[Note: The purpose of this rule is for verification in fulfillment of individual requirements in league games played.]
4. Any player or coach ejected from a league game will have to sit out the team's next played game.
  - The ejected coach may not attend the suspended game. The ejected coach cannot sit in the ballpark or remain on the facility. If the ejected coach returns to the facility after the game and confronts a game official, the coach will be subjected to further disciplinary action.
  - Any coach ejected in the last played game of the season can be subjected to disciplinary action by the NORDC Athletics Committee.
5. There will be no changes on the regular game schedule except for extreme emergencies or weather conditions. However, in the last week of play, in order to complete the program, the District Manager or Athletic Director may change game times and sites.

### 15.1 NORDC Playing Rules for Sophomores Division

1. Four balls constitute a walk; three strikes constitute a strikeout.
2. Distance: Mound 35'                      Bases 55'                      Ball size: 11 inches
3. A regulation game will be five (5) innings or 1 hour and 15 minutes, whichever occurs first. If an inning starts within the time limit, it must be completed. An inning is deemed started once the last out of the preceding inning has been made. In case of rain, three innings constitutes an official game. If less than three innings have been completed, the game will be resumed from point of stoppage, with appropriate allowance made for personnel differences. In the event that a full five-inning game is played to a tie, and there is still regulation time remaining, extra innings will be played within the time limit.
4. Each team is limited to scoring 5 runs in the first 2 innings of regular season games. The 5 run limit does not apply after the 2nd inning and does not apply in the playoffs. 10-run mercy rule after three innings.
5. If a team fields less than 8 players at any time during the game, due to an injury and cannot field that 8th player by the beginning of the next inning, it will forfeit the game. Each player must participate in the field or at bat.
6. Teams may field up to 10 players. A game can start with no less than 8 players. After the first pitch of an inning, all players must complete the inning, except in the event of injury or umpire ejection. Exception: a player may be substituted from the bench after an inning has started for

the pitcher only. The pitcher being replaced must then go to the bench. This will encourage more flexibility in coaches' choice of substitutes. Penalty for violation of this rule is forfeiture of the game.

7. All teams must bat through the batting order, without substitution in the batting order.
8. Players are encouraged to arrive at least 15 minutes prior to game time so that coaches may properly enter lineups in the scorebook. A player who arrives after the start of the game but before the start of the second inning will be placed at the end of the batting order. Any player arriving after the first pitch of the second inning will be ineligible to play in that game. No exceptions. Penalty for violation of this rule is forfeiture
9. If a player becomes ill or injured during the course of a game, the player will be ineligible to participate for the remainder of the game if they do not bat in their assigned position, or if they do not participate defensively in a half-inning in which they were supposed to play. If a player becomes ineligible, rule 5 may apply. If the player becomes ineligible, her position in the batting order will be vacated.
10. If a player cannot take the field at the start of an inning due to illness or injury, they will be designated as a fielding substitute for the duration of that inning unless they had been a substitute the previous inning or if her team has an insufficient number of players present to have fielding substitutes. If the player is designated as a substitute in the current inning, they must participate in her team's next defensive half-inning or become ineligible for the remainder of the game. If the player is not designated as a substitute, she may, upon recuperation, be put back in the field prior to the end of the current half-inning.
11. At the beginning of each half inning, or when a pitcher relieves another, not more than one minute may be used to deliver not more than five warm-up pitches. Note: a pitcher returning to pitch in the same half inning will not receive warm-up pitches. A pitcher is deemed to have begun pitching once a warm-up pitch has been thrown and must pitch at least until the first batter facing has completed their at bat or until the side is retired.
12. An underhand pitch will be used. Pitchers must begin their pitching motion with both feet in contact with the pitching rubber. All motion must be forward, that is, the pitcher is not allowed to step back and then deliver the ball to the plate. Any illegal motion in the pitching delivery will result in the pitch being ruled an illegal pitch. Umpire's judgment call.
13. An illegal pitch is defined as a pitched ball that violates Rule 12, above, or is illegally delivered, or is delivered after the pitcher hesitates in her pitching motion. If an illegal pitch is delivered to the plate, the ball will be ruled dead by the umpire at the end of playing action. If the ball is not hit fair or foul, the pitch will be ruled a ball on the batter. If the pitcher completes delivery of the ball to the batter, and the batter hits the ball, the offensive coach shall have the option of the result of the play or the penalty for an illegal pitch, which is that the pitch be ruled a ball. In the case of a pitcher hesitating in her motion, any runner leaving the base before the ball leaves the pitcher's hand will be allowed to return to that base and will not be called out for violating the lead rule. Since stealing is not permitted, runners are not awarded the next base on an illegal pitch.
14. On the second charged defensive conference in the same inning, the pitcher must be replaced and may not pitch again in the same inning. The pitcher may return to pitch in a different inning. For the purposes of this rule, a half inning is deemed started once the first pitch of the half inning is thrown.
15. A pitcher that hits three (3) batters in the same inning or a total of four (4) batters in a game must be removed from the mound for the remainder of that game. The player removed from the mound may stay in the game but must play another position.
16. Any player who is hit by a pitch delivered by a player-pitcher will be allowed to reach first base with all forced runners advancing one base.



17. No intentional walks are permitted without throwing pitches.
18. Only the on-deck batter is allowed in the on-deck area of the field. No one else is allowed to swing a bat in the on-deck area.
19. Batter will be called out if a full swing is taken after she squares to bunt. Umpire's judgment call.
20. Team with a batter throwing bat will receive one warning per game. After the first warning, that team's batters will be called out when a bat is thrown. Ball is dead and all runners return to bases occupied without risk.
21. No infield fly or dropped third strike rule.
22. No leads - the runner must remain on the base until the ball leaves the pitcher's hand. Penalty for failure to do this is an automatic out. Runners are forced back to the base if the ball is not put into play by the batter. No tag is necessary. This is a free throw for the catcher, i.e.; the runners may not advance on an overthrow. If a runner attempts to advance, she is liable to be put out; however, if she safely secures an additional base, she will be returned to proper base by the umpire. Exception: on the 3rd or subsequent pickoff attempt in each half-inning, all runners will be permitted to advance, after tagging up, one base only, at their own risk.
23. No stealing is allowed.
24. All base runners may advance only one base on an overthrow provided the ball travels outside of the foul line. Runner must secure next base safely. The definition of a secured base is that the runner must have been on the base for the umpire to judge that it had been safely secured. If the runner overruns or continues past the base, she can be tagged out. If a runner safely secures a subsequent base or safely crosses home plate, she will be returned to the proper base by the umpire at the conclusion of the play.
25. Look-Back (Hesitation) Rule: When the pitcher is in possession of the ball in the pitching circle, all runners who are between bases must proceed directly to the next base or return directly to the previous base. Runners may be called out if they "hesitate" or dance back and forth between bases. However, if the pitcher is deemed to be making a play on a runner, all runners may hesitate or change directions. NOTE: there is a great deal of umpire judgment involved in this play.
26. Any base runner that intentionally removes her helmet while play is ongoing will be called out. Umpire's judgment call.
27. Only one offensive conference will be allowed per inning.
28. All batters and runners must wear batting helmets.
29. Interference: the runner is out, and the ball is dead, when the runner interferes, whether intentionally or not, with 1) a fielder attempting to field a batted fair ball, 2) a fielder attempting to catch a fly ball over foul territory, or 3) with a fielder attempting to throw the ball.
30. Interference is also called if the runner intentionally interferes with a thrown ball or with a fielder attempting to field a deflected batted ball.
31. Interference is also called if the runner remains on her feet and crashes into the fielder who has the ball. In order to prevent the crash ruling, the runner may slide, jump over the fielder, go around her (but not deviate more than 3 feet from her direct line to the next base), or return to the previous base. Interference is not called if an errant throw draws the fielder into the runner's path, or if the ball, runner, and fielder all arrive at the same time.
32. Obstruction is called when a fielder who is neither in possession of the ball nor in the act of fielding a batted ball impedes the progress of a runner. When obstruction occurs, a delayed dead ball is called, and play continues.

## 15.2 NORDC Playing Rules for Junior Division

1. Four balls constitute a walk; three strikes constitute a strikeout.
2. Distance: Mound 40'                      Bases 60'              Ball size: 12 inches
3. A regulation game will be five (5) innings or 1 hour and 15 minutes, whichever occurs first. If an inning starts within the time limit, it must be completed. An inning is deemed started once the last out of the preceding inning has been made. In case of rain, three innings constitutes an official game. In the event that a full five-inning game is played to a tie, and there is still regulation time remaining, additional innings will be played until time expires.
4. Each team is limited to scoring 5 runs per inning in the first 2 innings of regular season games. The 5 run limit does not apply after the 2nd inning and does not apply in playoff games. 10 run rule after three innings.
5. If a team fields less than 8 players at any time during the game, due to an injury and cannot field that 8th player by the beginning of the next inning, it will forfeit the game. Each player must participate in the field or at bat.
6. Teams may field up to 10 players. A game can start with no less than 8 players. After the first pitch of an inning, all players must complete the inning, except in the event of injury or umpire ejection. Exception: a player may be substituted from the bench after an inning has started for the pitcher only. The pitcher being replaced must then go to the bench. This will encourage more flexibility in coaches' choice of substitutes. Penalty for violation of this rule is forfeiture of the game.
7. All teams shall bat through the batting order, without substitution in the batting order.
8. Players are encouraged to arrive at least 15 minutes prior to game time so that coaches may properly enter lineups in the scorebook. A player who arrives after the start of the game but before the start of the second inning will be placed at the end of the batting order. Any player arriving after the first pitch of the second inning will be ineligible to play in that game. No exceptions. Penalty for violation of this rule is forfeiture of the game.
9. Injury/Illness General rule: If a player becomes ill or injured during the course of a game, she will be ineligible to participate for the remainder of the game if she does not bat in her assigned position, or if she does not participate defensively in a half-inning in which she was supposed to play. If a player becomes ineligible, rule 5 may apply. If the player becomes ineligible, her position in the batting order will be vacated.
  - a) If a player cannot take the field at the start of an inning due to illness or injury, she will be designated as a fielding substitute for the duration of that inning *unless* she had been a substitute the previous inning or if her team has an insufficient number of players present to have fielding substitutes. If she is designated as a substitute in the current inning, she must participate in her team's next defensive half-inning or become ineligible for the remainder of the game. If she is not designated as a substitute, she may, upon recuperation, be put back in the field prior to the end of the current half-inning.
10. At the beginning of each half inning, or when a pitcher relieves another, not more than one minute may be used to deliver not more than five warm-up pitches. Note: a pitcher returning to pitch in the same half inning will not receive warm-up pitches. A pitcher is deemed to have begun pitching once she has thrown one warm-up pitch and must pitch at least until the first batter facing her has completed her at bat or until the side is retired.
11. An underhand pitch will be used. Pitchers must begin their pitching motion with both feet in contact with the pitching rubber. All motion must be forward, that is, the pitcher is not allowed to step back and then deliver the ball to the plate. Any illegal motion in the pitching delivery will result in the pitch being ruled an illegal pitch. Umpire's judgment call.

12. An illegal pitch is defined as a pitched ball that violates Rule C2, above, or is illegally delivered, or is delivered after the pitcher hesitates in her pitching motion. If an illegal pitch is delivered to the plate, the ball will be ruled dead by the umpire at the end of playing action. If the ball is not hit, fair or foul, by the batter, the pitch will be ruled a ball on the batter. If the batter hits the ball, the offensive coach shall have the option of the result of the play or the penalty for an illegal pitch, which is that the pitch be ruled a ball. In the case of a pitcher hesitating in her motion, any runner leaving the base before the ball leaves the pitcher's hand will be allowed to return to that base and will not be called out for violating the lead rule.
13. On the second charged defensive conference in the same inning, the pitcher must be replaced and may not pitch again in the same inning. The pitcher may return to pitch in a different inning. For the purposes of this rule, a half inning is deemed started once the first pitch of the half inning is thrown.
14. A pitcher that hits three (3) batters in the same inning or a total of four (4) batters in a game must be removed from the mound for the remainder of that game. The player removed from the mound may stay in the game but must play another position.
15. No intentional walks are permitted without throwing pitches.
16. Only the on-deck batter is allowed in the on-deck area of the field. No one else is allowed to swing a bat in the on-deck area.
17. Batter will be called out if a full swing is taken after she squares to bunt. Umpire's judgment call.
18. Team with batter throwing bat will receive one warning per game. After the first warning, that team's batters will be called out anytime a bat is thrown. Ball is dead and all runners return to bases occupied without risk.
19. No infield fly or dropped third strike rule.
20. A batted ball that strikes the outfield fence in fair territory above the top of the permanent fence is a home run.
21. No leads - the runner must remain on the base until the ball leaves the pitcher's hand. Penalty for failure to do this is an automatic out.
22. Open stealing is allowed. Each runner may advance as many bases as she can.
23. Runners may advance as many bases as they can at their own risk on overthrows once the ball has been batted into play.
24. Look-Back Rule. When the pitcher is in possession of the ball in the pitching circle (in the mound area), all runners who are between bases must proceed directly to the next base or return to the previous base. Runners may be called out if they "hesitate" or dance back and forth between bases. However, if the pitcher is deemed to be making a play on a runner, all runners may hesitate or change directions. NOTE: there is a great deal of umpire judgment involved in this play. The rule's purpose is to avoid unnecessary delays of the game or taunting by baserunners. There is no automatic timeout when the pitcher has the ball in the circle; runners can continue running as long as they do not stop and start again.
25. Any base runner that intentionally removes her helmet while play is ongoing will be called out. Umpire's judgment call.
26. Only one offensive conference will be allowed per inning.
27. All batters and runners must wear batting helmets.
28. Interference: the runner is out, and the ball is dead, when the runner interferes, whether intentionally or not, with 1) a fielder attempting to field a batted fair ball, 2) a fielder attempting to catch a fly ball over foul territory, or 3) with a fielder attempting to throw the ball.

29. Interference is also called if the runner intentionally interferes with a thrown ball or with a fielder attempting to field a deflected batted ball.
30. Interference is also called if the runner remains on her feet and crashes into the fielder who has the ball. In order to prevent the crash ruling, the runner may slide, jump over the fielder, go around her (but not deviate more than 3 feet from her direct line to the next base), or return to the previous base. Interference is not called if an errant throw draws the fielder into the runner's path, or if the ball, runner, and fielder all arrive at the same time.
31. Obstruction is called when a fielder who is neither in possession of the ball nor in the act of fielding a batted ball impedes the progress of a runner. When obstruction occurs, a delayed dead ball is called, and play continues.

### 15.3 NORDC Playing Rules for Senior Division

1. Four balls constitute a walk; three strikes constitute a strikeout.
2. Distance: Mound 43'                      Bases 60'                      Ball size: 12 inches
3. Time Limit: Five innings or 1 hour and 15 minutes (whichever occurs first). If an inning starts within the time limit, it must be completed. An inning is deemed started once the last out of the preceding inning has been made. In case of rain, three innings constitutes an official game. In the event that a full five-inning game is played to a tie, and there is still regulation time remaining, additional innings will be played until time expires.
4. Each team is limited to scoring 5 runs in the first 2 innings of regular season games. The 5 run limit does not apply after the 2nd inning and does not apply in the playoffs. 10-run mercy rule after three innings.
5. If a team fields less than 8 players at any time during the game, due to an injury and cannot field that 8th player by the beginning of the next inning, it will forfeit the game. Each player must participate in the field or at bat.
6. Teams may field up to 10 players. A game can start with no less than 8 players. After the first pitch of an inning, all players must complete the inning, except in the event of injury or umpire ejection. Exception: a player may be substituted from the bench after an inning has started for the pitcher only. The pitcher being replaced must then go to the bench. This will encourage more flexibility in coaches' choice of substitutes. Penalty for violation of this rule is forfeiture of the game.
7. All teams shall bat through the batting order, without substitution in the batting order.
8. Players are encouraged to arrive at least 15 minutes prior to game time so that coaches may properly enter lineups in the scorebook. A player who arrives after the start of the game but before the start of the second inning will be placed at the end of the batting order. Any player arriving after the first pitch of the second inning will be ineligible to play in that game. No exceptions. Penalty for violation of this rule is forfeiture of the game.
9. Injury/Illness General rule: If a player becomes ill or injured during the course of a game, she will be ineligible to participate for the remainder of the game if she does not bat in her assigned position, or if she does not participate defensively in a half-inning in which she was supposed to play. If a player becomes ineligible, rule 5 may apply. If the player becomes ineligible, her position in the batting order will be vacated.
  - a) If a player cannot take the field at the start of an inning due to illness or injury, she will be designated as a fielding substitute for the duration of that inning *unless* she had been a substitute the previous inning or if her team has an insufficient number of players present

to have fielding substitutes. If she is designated as a substitute in the current inning, she must participate in her team's next defensive half-inning or become ineligible for the remainder of the game. If she is not designated as a substitute, she may, upon recuperation, be put back in the field prior to the end of the current half-inning.

10. At the beginning of each half inning, or when a pitcher relieves another, not more than one minute may be used to deliver not more than five warm-up pitches. Note: a pitcher returning to pitch in the same half inning will not receive warm-up pitches. A pitcher is deemed to have begun pitching once she has thrown one warm-up pitch and must pitch at least until the first batter facing her has completed her at bat or until the side is retired.
11. An underhand pitch will be used. Pitchers must begin their pitching motion with both feet in contact with the pitching rubber. All motion must be forward, that is, the pitcher is not allowed to step back and then deliver the ball to the plate. Any illegal motion in the pitching delivery will result in the pitch being ruled an illegal pitch. Umpire's judgment call.
12. An illegal pitch is defined as a pitched ball that violates Rule 11, above, or is illegally delivered, or is delivered after the pitcher hesitates in her pitching motion. If an illegal pitch is delivered to the plate, the ball will be ruled dead by the umpire at the end of playing action. If the ball is not hit, fair or foul, by the batter, the pitch will be ruled a ball on the batter. If the batter hits the ball, the offensive coach shall have the option of the result of the play or the penalty for an illegal pitch, which is that the pitch be ruled a ball. In the case of a pitcher hesitating in her motion, any runner leaving the base before the ball leaves the pitcher's hand will be allowed to return to that base and will not be called out for violating the lead rule.
13. On the second charged defensive conference in the same inning, the pitcher must be replaced and may not pitch again in the same inning. The pitcher may return to pitch in a different inning. For the purposes of this rule, a half inning is deemed started once the first pitch of the half inning is thrown.
14. A pitcher that hits three (3) batters in the same inning or a total of four (4) batters in a game must be removed from the mound for the remainder of that game. The player removed from the mound may stay in the game but must play another position.
15. No intentional walks are permitted without throwing pitches.
16. Only the on-deck batter is allowed in the on-deck area. No one else is allowed to swing a bat in the on-deck area.
17. Batter will be called out if a full swing is taken after she squares to bunt. Umpire's judgment call.
18. Team with batter throwing bat will receive one warning per game. After the first warning, that team's batters will be called out anytime a bat is thrown. Ball is dead and all runners return to bases occupied without risk.
19. Infield fly and dropped third strike rules will be enforced.
20. A batted ball that strikes the fence in fair territory above the yellow line marking the top of the permanent fence is a home run.
21. No leads - the runner must remain on the base until the ball leaves the pitcher's hand. Penalty for failure to do this is an automatic out.
22. Open stealing is allowed. Each runner may advance as many bases as she can.
23. Runners may advance as many bases as they can at their own risk on overthrows.
24. Look-Back Rule. When the pitcher is in possession of the ball in the pitching circle (in the mound area), all runners who are between bases must proceed directly to the next base or return to the previous base. Runners may be called out if they "hesitate" or dance back and forth between bases. However, if the pitcher is deemed to be making a play on a runner, all runners may hesitate or change directions. NOTE: there is a great deal of umpire judgment involved in

this play. The rule's purpose is to avoid unnecessary delays of the game or taunting by baserunners. There is no automatic timeout when the pitcher has the ball in the circle; runners can continue running as long as they do not stop and start again.

25. Any base runner that intentionally removes her helmet while play is ongoing will be called out. Umpire's judgment call.
26. Only one offensive conference will be allowed per inning.
27. All batters and runners must wear batting helmets.
28. Interference: the runner is out, and the ball is dead, when the runner interferes, whether intentionally or not, with 1) a fielder attempting to field a batted fair ball, 2) a fielder attempting to catch a fly ball over foul territory, or 3) with a fielder attempting to throw the ball.
29. Interference is also called if the runner intentionally interferes with a thrown ball or with a fielder attempting to field a deflected batted ball.
30. Interference is also called if the runner remains on her feet and crashes into the fielder who has the ball. In order to prevent the crash ruling, the runner may slide, jump over the fielder, go around her (but not deviate more than 3 feet from her direct line to the next base), or return to the previous base. Interference is not called if an errant throw draws the fielder into the runner's path, or if the ball, runner, and fielder all arrive at the same time.
31. Obstruction is called when a fielder who is neither in possession of the ball nor in the act of fielding a batted ball impedes the progress of a runner. When obstruction occurs, a delayed dead ball is called, and play continues.

#### 15.4 NORDC Playoff Eligibility

1. Each team shall come to each league game or citywide tournament with nine (9) players.
  - A. A player must play 50% of the scheduled league games to be eligible for the playoffs.
  - B. Every player certified on the lineup sheet must play. If a violation occurs, the team will forfeit that game.
  - C. Any team forfeiting two or more games cannot be eligible for the city playoffs.

The most acceptable grounds for protest are eligibility issues. The on-site coordinator shall rule immediately on other grounds; however, if a determination cannot be resolved, an official protest must be done via NORDC Athletic Protest Form and followed by the rules and guidelines associated thereof (see Attachment-Athletic Protest Form). Judgment calls such as balls, strikes and outs are not subject to protest.

## 15.5 Rules Addendum

### PLAYOFF & CHAMPIONSHIP GAME RULES

1. The top 2 teams from each district will advance to the playoffs.
2. In the event of a tie, (2 teams from the same division having the same record) ties will be broken in the following manner:
3. Head to Head Win – Will always break a tie. If two teams have the same record but they played each other in the regular season the winning team will advance.
4. PLAYOFF – Tied teams that have not played against each other during regular season play will play in a playoff game to determine the advancing team.
5. In the event of a three way tie for first place: If there is a three-way tie, and no clear victor can be determined on head-to-head competition, then: The total number of runs given up, divided by the number of innings played on defense, is computed for each of the three teams involved in the tie. The ONE team with the lowest "run differential" advances. The second team to advance would be based on the "head-to-head" result between the two remaining teams Note: If a team only plays part of a half-inning on defense before a game is ended, that will count as a full half-inning for the purposes of computing the run differential.
6. In the event of a three way tie for second place: There will be a drawing by a representative of each team. The team that draws #1 will automatically get a bye. The teams that draw #2 and #3 will play an additional game to break the tie. The winner from that game will then play the team that drew #1 for the play-off spot. The tie breaking games will be played on the same day. Game 2 will follow Game 1 after a 30-minute break.

# *Appendices*

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## **APPENDIX 1: Louisiana Battery of a School or Recreation Athletic Contest Official Law**

LSA-R.S. 14:34.4

A.(1) Battery of a school or recreation athletic contest official is a battery committed without the consent of the victim when the offender has reasonable grounds to believe the victim is a school athletic or recreation contest official.

(2) For purposes of this Section, “school athletic contest official” means any referee, umpire, coach, instructor, administrator, staff person, or school or school board employee of any public or private elementary and secondary school while actively engaged in the conducting, supervising, refereeing, or officiating of a school sanctioned interscholastic athletic contest.

(3) For purposes of this Section, “recreation athletic contest official” means any referee, umpire, coach, instructor, administrator, staff person, or recreation employee of any public or quasi-public recreation program while actively engaged in the conducting, supervising, refereeing, or officiating of a sanctioned recreation athletic contest.

B.(1) Whoever commits the crime of battery of a school or recreation athletic contest official shall be fined not more than five hundred dollars and imprisoned not less than forty-eight hours nor more than six months without benefit of suspension of sentence, except as provided in Paragraph (2).

(2) The court, in its discretion, may suspend the imposition of the sentence and place the offender on probation with the condition that he shall perform five days of community service work. Failure to successfully complete the community service work, as determined by the supervisor of the program to which he is assigned, may result in revocation of probation.

## **APPENDIX 2: 2016 NORDC Softball Definition of Terms**

### ***Balk***

An illegal motion made by the pitcher that may deceive a base runner. All base runners are awarded one base as a result.

### ***Base Coach***

A team coach who is stationed in the coach's box at first or third base to direct the batter and runners.

### ***Batter's Box***

The designated area where the batter stands when at bat.

### ***Bench or Dugout***

Seating area designated for players and coaches.

### ***Bunt***

A ball that is batted but not swung at.

### ***Called Game***

When the umpire terminates play and ends the game.

### ***Ground Rule Double***

An award of two bases from the time of pitch to all baserunners including the batter-runner as a result of the ball leaving play after being hit fairly and leaving the field under a condition of the ground rules in effect at the field where the game is being played

### ***Fly Ball***

A ball that is hit in the air, usually very high.

### ***Forfeited Game***

A game declared ended by the umpire for violation of the rules.

## APPENDIX 3: Post Concussion Medical Clearance Form



### POST-CONCUSSION MEDICAL CLEARANCE FORM

NORDC rules require a written statement from a physician that authorizes and clears a player to return to competition after being diagnosed with a concussion.

*"If a competitor is determined to have a concussion, he/she shall not be permitted to continue practice or competition the same day. Written approval of a physician shall be required for the player to return to competition. If a physician recommends a player not continue, he/she shall not be overruled".*

The undersigned physician has examined the student player identified below and authorizes/provides clearance for the student player to return to competition on the date and in the event specified below.

**PLAYER:** \_\_\_\_\_

**PLAYGROUND:** \_\_\_\_\_

**SPORT:** \_\_\_\_\_ **RETURN DATE:** \_\_\_\_\_

\_\_\_\_\_  
PHYSICIAN SIGNATURE (MUST BE M.D. or D.O.)

\_\_\_\_\_  
DATE SIGNED

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New Orleans Recreation Development Commission  
5420 Franklin Avenue, New Orleans, Louisiana 70122 504-658-3052 504-658-3050(fax)  
www.nordc.org |     NORDCCommission

## APPENDIX 4: Playground Transfer Form



## PLAYGROUND TRANSFER FORM

Pursuant to the policies and procedures in place for all NORDC Athletic participants involved with active sports and the rule established by NORDC, please complete this form accordingly.

### SECTION I

I \_\_\_\_\_ and Parent \_\_\_\_\_ on  
(Participant) (Name of participant's Parent)  
(Date)

\_\_\_\_\_/\_\_\_\_\_  
Street, City, State & Zip Code / Telephone / Email address

Petition to NORDC to transfer

☐

Temporary

☐

Permanent

from \_\_\_\_\_ to \_\_\_\_\_ for the reason(s) outlined  
below.

### SECTION II: REASON FOR TRANSFER REQUEST

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### TO BE COMPLETED BY NORDC STAFF ONLY

\_\_\_\_\_  
Parent Signature (Date)

Site Facilitator Signature

\_\_\_\_\_  
District Manager Signature (Date)

☐ Approve ☐ Disapprove

\_\_\_\_\_  
Athletic Director Signature (Date)

☐ Approve ☐ Disapprove

New Orleans Recreation Development Commission  
5420 Franklin Avenue, New Orleans, Louisiana 70122 504-658-3052 504-658-3050(fax)  
www.nordc.org | NORDCCommission

## APPENDIX 5: Athletic Protest Form



### ATHLETIC PROTEST FORM

Pursuant to the policies and procedures in place for all NORDC Athletic participants involved with active sports and the rule established by NORDC, please complete this form accordingly.

#### SECTION I

\_\_\_\_\_ vs \_\_\_\_\_  
(HOME TEAM) (VISITOR TEAM) (DATE OF GAME)

Head Coach Contact Information: \_\_\_\_\_ / \_\_\_\_\_  
Name, Street Address, City, State & Zip Code / Contact Number

#### SECTION II: Complaint Details

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\_\_\_\_\_  
Head Coach's Signature

\_\_\_\_\_  
(Date)

#### TO BE COMPLETED BY NORDC STAFF ONLY

\_\_\_\_\_  
Site Supervisor's Signature

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Time received)

\_\_\_\_\_  
District Manager Signature

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Time received)

\_\_\_\_\_  
Athletic Director Signature

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Time received)

\_\_\_\_\_  
Softball Rules Committee Representative

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Time received)

**Decision:** \_\_\_\_\_

**Instructions** Complete all required information with specificity, citing rules where applicable. Submit form to the Site Facilitator for review by the District Manager and maintain last copy for your records. Once reviewed by the NORDC Softball Rules Committee a decision will be made and a response will be forwarded accordingly.

\_\_\_\_\_  
New Orleans Recreation Development Commission  
5420 Franklin Avenue, New Orleans, Louisiana 70122 504-658-3052 504-658-3050(fax)  
www.nordc.org |     NORDCCommission