

# Softball Rulebook

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Revised March 2018



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Enclosed are the official operating procedures for all New Orleans Recreation Development Commission (NORD) Athletic Programs. Any and all athletic programming conducted at NORD playgrounds is required to comply with these operating procedures.

These operating procedures 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 NORD 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 NORD. However, the NORD rules and regulations outlined herein will supersede any others when applicable.

Our Site Facilitators are the NORD 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**

NORD has separate Rules and Eligibility Committees for each of the 9 sports it offers.

The purpose of each NORD 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 players.

The Committee shall consist of, at minimum, one (1) coach from each district, one (1) NORD Athletics Representatives, one (1) parent, one (1) industry expert, and one (1) official.

The NORD Rules and Eligibility Committee, at the request of the Athletic Director, provides recommendations or rules and eligibility interpretation.

#### **I. Sport Committee Responsibility**

Each committee shall work in consultation with the Athletic Director to devise methods to determine rules, regulations and other awards and recognition in their specific sport.



II. Committee Membership

Each sport committee is composed of four (4) volunteer coaches of that sport, one (1) NORD Athletics Representatives, one (1) parent, one (1) industry expert, and one (1) official.

III. Committee Leadership

Each sport shall elect its own chair. NORD also recommends that each sport committee elect a vice-chair and secretary just in case the chair vacates the position.

IV. Term Limits

Committee members and chairs serve for two years and may not be re-elected thereafter.

**NORDC Softball Rules Committee**

Kennedra Watts Committee Member  
Leon Martin Committee Member  
Provanda Kennedy Committee Member  
Yolanda Brown Committee Member  
Eliza Crawford Industry Expert  
Sam Cook, Ex-Official

Donielle Strickland Committee Member  
Victoria King Committee Member (Chair)  
Katrina Williams Committee Member  
Tanya Lewis Committee Member  
Nyron Mitchell Officials



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## *2018 Season Timeline*

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## 2018 SEASON TIMELINE

<b>March 28, 2018</b>	MLB/UYA Baseball and Softball Clinic Wesley Barrow Stadium
<b>April 10, 2018</b>	Rosters Due Coaching Requirements Due Practice Begins Registration Ends
<b>April 18, 2018</b>	UYA Baseball and Softball Clinic Wesley Barrow Small Field
<b>May 7, 2018</b>	Regular Season Begins
<b>May 21, 2018</b>	Last day for Roster Add-Ons
<b>June 25, 2018</b>	Regular Season Ends
<b>June 30, 2018</b>	Playoffs Begin
<b>July 6, 2018</b>	Senior Championships at Wesley Barrow
<b>July 7, 2018</b>	Championship Games at Milne Playground



## *Program Focus & Overview*

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## CODE OF CONDUCT

The New Orleans Recreation Development Commission (NORD) encourages citizens 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 NORD 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.

### SUBSTANCE ABUSE

Substance abuse is strictly prohibited on all NORD facilities and during the management of any NORD programs. Any volunteers who participate in the unlawful manufacturing, use, sale, purchase, transfer or possession of illegal substances while involved with NORD will be turned in to the police department and prosecuted to the fullest extent of the law. NORD volunteers are not allowed to drink alcohol at any NORD 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 NORD supervisor immediately. Failure to give prompt and proper notice may 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 NORD 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 NORD at all times. All interactions with NORD staff, participants, other volunteers, parents, the media, and members of the community should be based on mutual respect.

### ORGANIZATION

- All teams and coaches participating in sanctioned leagues will be under the supervision of NORD and its staff.
- NORD uses the Louisiana High School Athletic Association and the National Federation of High School playing rules for this program except where applicable within each sports' individual rules handbook.
- All coaches are REQUIRED to complete all NORD designated clinics.
- All coaches are required to submit to a background check.
- All home game sites will be responsible for having a first aid kit on the sidelines during all games and AED on site.
- Each team is responsible for having water available to their team players at all times.
- It is the District Manager and Site Facilitator's responsibility to see that the above rules are **STRICTLY** enforced.



## *Programmatic Philosophy, Objectives and Eligibility*

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The competitive balance and integrity of our program are maintained by strict adherence to the following eligibility criteria. Coaches and supervisory personnel must make every effort to assure that players and their parents are aware and are in compliance with these criteria. Failure to do so may result in teammates being exposed to games lost due to forfeiture.

### SECTION 1: AGE RESTRICTIONS

Participants must play in their correct age classification as specified within the rules and regulations below. Each sport dictates its own age restrictions and age divisions, which may vary from sport-to-sport. Age restrictions are as follows, based upon the current year. Additionally, **the players cannot reach 7, 9, 11, 13 and 15 years of age by the dates listed below for the current calendar year:**

- Tackle Football – September 1
- Cheer – September 1
- Basketball – December 31
- Track & Field – December 31
- Baseball/Softball – May 1
- Volleyball – October 1
- Flag Football – September 1

### SECTION 2: NORD CONFERENCE & ATHLETIC DISTRICTS

#### 2.1 NORD Conference Districts

The NORD Conference districts shall be divided as follows:

- EAST - NORD Downtown District and NORD Lakeshore District
- WEST - NORD Uptown and Algiers Districts

#### 2.2 NORD 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.

#### **3.1 Dual Participation**

- Participants may not simultaneously play NORD and LHSAA Senior High School varsity sports in cases where the seasons overlap.
- NORD prohibits dual participation in its own programs. Dual participation with other teams, not affiliated with NORD or LHSAA, is permissible.

#### **3.2 Player Participation Rule**

Upon entering the NORD Athletic program (irrespective of age), participants may compete at the park or playground of his or her choosing and in any geographic location. This becomes the participant's 'home park.' Thereafter, players must complete a transfer request to move from



one park to another. Transfers will be granted at the Athletic Director's discretion for the following (including, but not limited to):

- Domicile change
- No team offered in child's age at current playground
- Health and safety concerns for child and/or parent
- Park or playground discontinued program after season began
- Parental custody change

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

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

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

When a player is declared ineligible by the NORD Disciplinary Committee or the NORD Athletic Director, the following actions may occur:

- The disqualified player's team shall forfeit all games in which the disqualified player's name appeared on the team weigh-in sheet.
- The disqualified player shall remain ineligible for the next calendar year.
- The head coach shall also appear before the NORD Disciplinary 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.





## *General Sports Policies & Procedures*

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## SECTION 5: SCHEDULES, PROTESTS, FORFEITURES & SUSPENSIONS

### 5.1 Scheduling

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

### 5.2 Protests

Protests for the current season must be submitted in writing by the Head Coach to the Site Facilitator within 24 hours of the game being protested. After review and verification, the Site Facilitator submits the recommended protest in writing to the respective District Manager. The grounds for protest include the following:

- Eligibility of Opposing Team's Players and Coaches;
- Residence outside of Orleans Parish;
- Validity of player identification; and
- Dual participation.

**\*\*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 penalty will apply.

All validated protests will be reviewed by the appropriate sports rules committee and a decision will be rendered within five (5) business days from receipt of the protest. All protests must be submitted one (1) week prior to the final match of the regular season.

**Officials' judgment calls may not be protested under any circumstances. Protests that cite officials' calls will be denied without further consideration.**

### 5.3 Forfeitures

- Teams that fail to be at the game site and ready to be checked by game time, shall forfeit.
- Teams that fail to comply with pre-game check in times could be subject to forfeiture of game.
- Forfeiture determinations can only be declared by the Head Official.
- Teams that have an ineligible coach on the bench or sideline will receive a non-compliance forfeit at the conclusion of the game or match.

### 5.4 Suspensions

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 Head Official.



### 5.5 Team Rosters

The official team roster is a vital document that allows NORD to verify the credentials of players at game sites. The official team roster will be distributed by NORD.

- **Roster minimums and maximums are as follows:**
  - Tackle Football: 35 maximum; 15 minimum
  - Basketball: 15 maximum; 7 minimum
  - Track & Field: 1 participant
  - Baseball: 18 maximum; 12 minimum
  - Softball: 18 maximum; 9 minimum
  - Flag Football: 10 maximum; 5 minimum
  - Volleyball: 12 maximum; 7 minimum
  - Cheer: 1 minimum
- If a player is denied participation because of roster limitations, that player may choose to play at another available park.
- There will be a five (5) business day waiting period from the date an add-on is submitted to the date they are allowed to participate in a game. This policy refers to transfers, as well as new players. This is designated to allow student athletes to gain necessary training and instruction before being placed in game-time situations.
- Each team shall come to each league game and city-wide tournament game with that sport's minimum number of players. Those minimums are:
  - Tackle Football: 14
  - Basketball: 5
  - Volleyball: 6
  - Baseball/ Softball: 8
  - Flag Football: 4
  - Cheer: 1
  - Track & Field: 1
- When a team starts a league game or a city-wide tournament game with less than the minimum number of players, that team shall register a forfeit for that game.
- Every player certified on the lineup sheet must play. If a violation occurs, the team will forfeit that game.
- **If a team forfeits two (2) league games for any reason, then that team shall be out of the league for the remaining current league year.**
- All players' names must appear on all rosters.
- Duplicate numbers on player uniforms are STRICTLY PROHIBITED; each player must have a distinct jersey number.
- If a player is ejected from a game, all officials are required to submit a game report immediately after 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 will have to sit out for the next scheduled game.

- After NORD rosters are distributed, transfer from roster to roster will only be allowed only if a team folds and up until 50% of all games have been played.

**\*\*NOTE:** In cases of personal emergencies and/or where necessary for maintaining a competitive balance, the NORD Athletic Director reserves the right to consider roster transfers after 50% of games have been played.

#### 5.6 Coaching Staff Roles & Responsibilities

- Any and all coaching staff is required to give consent for NORD to conduct a 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 and Site Facilitators 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 NORD rules and skills clinic. Any coach failing to attend rules clinic meetings or subsequent make-up clinic will not be allowed to coach. **NO EXCEPTIONS. ANY INDIVIDUAL WHO APPEARS ON THE SIDELINES WHO HAS NOT COMPLETED ALL COACHES REQUIREMENTS WILL CAUSE THE GAME TO RESULT IN THEIR TEAM'S FORFEIT**
- 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 track, court or field during a game. If any coaches remove their team during the game, they will be subject to dismissal by NORD.
- NORD coaches are not allowed to serve as officials in games within the same class or division as their team.
- Coaches must have a copy of emergency contacts and physicals at all games.
- Coaches ejected from a game are required to immediately leave the facility, are suspended from their team's next 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.
- All head coaches are responsible for ensuring that only members of the coaching staff are on the bench or sideline. The maximum number of coaches allowed per team is as follows:
  - Tackle Football – 5 (one head coach; four assistant coaches)



- Basketball – 3 (one head coach; two assistants)
- Track & Field – 5 (one head coach; four event coaches)
- Cheer/Dance – 5 (one head coach; four position coaches)
- Baseball/Softball – 3 (one head coach; two assistants)
- Flag Football – 3 (one head coach; two assistants)
- Volleyball – 3 (one head coach; two assistants)

Upon request, each team is allowed to have one (1) video camera on the sideline and must be kept within the official area, as dictated by the officials. All requests for video cameras must be submitted in writing to the Recreation Activities Coordinator no less than five (5) days prior to the requested game, and must be approved in writing. Videographer credentials will be distributed prior to the game, if approved. These credentials may be revoked at any time.

#### **SECTION 6: RECORD-KEEPING**

All forfeits shall be recorded in the official record book as defined below with an asterisk denoting that the game was a forfeit.

- Baseball 9-0
- Basketball 2-0
- Football 1-0
- Softball 7-0
- Volleyball 3-0

#### **SECTION 7: TIEBREAKERS**

In the event of a tie, (2 teams from the same division having the same record) ties will be broken in the following manner, in order:

- a. 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.
- b. Record against team with the best record.
- c. Record against team with the second best record.
- d. Record against team with the third best record.
- e. Record against team with the fourth best record.
- f. Coin toss.



## *Game Policies & Procedures*

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## SECTION 8: 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 9: 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 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. REASONABLE POINT OF CONCLUSION
  - i. Baseball - 5
  - ii. Softball - 5 innings
5. On offense, a first base and third base coach will be allowed on the field. On defense, coaches must remain in their dugout. One coach may stand directly in front of the dugout for the purpose of defensive instruction. Offense Coaches must remain in coaching boxes. Coaches may assist runner's vocally only, no bodily contact. Runner will be called out if physically assisted by baseline coach. Defense Coach-two coaches allowed on field (behind 120' fence or marker)

**Comment [VAM1]:** This rule is due to the level of play and safety consideration for our girls.



### 9.1 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. 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. If a game starts with 8 players the 9<sup>th</sup> batter is counted as an out against the batting team. The 10 allowable players can be arranged onto the field however the coach decides.
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

**Comment [VAM2]:** This is in place to reduce the number of forfeits.

**Comment [VAM3]:** All players must bat.

**Comment [VAM4]:** Refer to Rule 7. This is in place because all player must bat in softball. If players shows after the first pitch in the second inning they do not play at all.

**Comment [VAM5]:** Yes, this is based on the 8 player minimum rule





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.]



### 9.2 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 9 players, but 1 designated hitter or 1 extra player is allowed in the batting order. A game can start with no less than 8 players. If a game starts with 8 players the 9<sup>th</sup> batter is counted as an out against the batting team. 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. Infield fly and dropped third strike rules will be enforced.
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.

### 9.3 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 9 players, but 1 designated hitter or 1 extra player is allowed in the batting order. A game can start with no less than 8 players. If a game starts with 8 players the 9<sup>th</sup> batter is counted as an out against the batting team. 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.





## *Safety Policies*

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## SECTION 10: FLEXIBILITY & STRETCHING

Flexibility exercises should be incorporated into the conditioning program utilized during preseason and regular season workouts. Increasing the flexibility in athletes' results in players being less injury prone and more likely to perform with higher ability.

### 10.1 Static stretching

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.

### 10.2 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. 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.

### 10.3 Stretching Recommendations

- Teams should conduct light cardio warmups prior to stretching
- 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 11: CONDITIONING & PRACTICES

All teams are required to use a practice plan and maintain a copy during all practices.

### 11.1 Preparation

- Every practice is required to incorporate proper calisthenics and stretching at the beginning of each practice session.

### 11.2 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 should concentrate on building cardiovascular strength by incorporating jogging, sprint drills and callisthenic exercises.
- Coaches ensuring ALL players are properly hydrated by drinking adequate amounts of water before, during, and after workouts is extremely important, especially during earlier pre-season workouts.
- The administration of salt tablets, vitamins, any form of medication or sports enhancing additives, drugs, energy drinks (Monster, Red Bull, Rockstar, etc.) and/or supplements to players is **STRICTLY PROHIBITED**.

#### 11.3 Practice Structure/Scheduling

- No practice of any kind can begin prior to the official start of practice, as dictated by the Athletic Division.
- All practices **MUST** be conducted at a NORD-approved facility.
- No team will be allowed to practice unless their coach is present.
- No team will be allowed to practice unless a site facilitator is present.
- All practices must end by 8:30pm.
- Practice is to be authorized by the NORD Athletics Department at times when the playground will be open, with availability to first aid equipment, water and telephone.



## *First Aid & Emergency Policies*

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## SECTION 12: FIRST AID

- Coaches shall always be prepared to seek immediate medical attention for any and all injuries that occur.
- NORD supervisory personnel are trained in first aid and CPR procedures. In emergency situations, coaches are to seek assistance from NORD supervisory personnel, as well as a physician, 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 NORD 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 NORD playground 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 is equipped with a first-aid kit.

## SECTION 13: EMERGENCIES

### 13.1 Heat Related Illnesses

Overexposure to heat causes heat related illness. 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 the first signals that the body is having trouble with the heat. Signs and symptoms include painful muscle spasms occur in the legs and abdomen.

#### Treatment:

- Have the player rest in a cool place.
- Give cool water to drink.
- Lightly stretch the muscle and gently massage the area.
- Encourage the player to continue drinking plenty of fluids.
- Carefully monitor the player for further signs or symptoms of heat-related illness.



#### *Heat Exhaustion*

Signs and symptoms include cool, moist, pale, ashen or flushed skin, headache, nausea, dizziness, weakness, and severe fatigue.

#### 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.
- Discontinue player's participation in practice or game.
- 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**. Signs and symptoms include refusing water, vomiting, red appearance, hot to touch, dry skin, rapid and weak pulse, and/or shallow breathing.

#### 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. Be sure to place a cloth barrier between the skin and the ice pack.
- **DO NOT APPLY RUBBING ALCOHOL.**
- If player is conscious, give four (4) ounces of water to drink every fifteen (15) minutes.
- If there is a **change in consciousness, 911 should be called immediately** as this is life threatening.

#### *13.2 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. Do not move the player, get medical treatment right away. **DO NOT PICK A PLAYER UP BY THE BELT**, especially if an injury is involved.

#### *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 direct pressure on the area to decrease bleeding beneath the skin.
- 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 20 minutes before reapplying.

**\*\*NOTE:** Do not assume that all closed wounds are minor injuries. Coaches and/or trainers should examine the player to determine whether or not more serious injuries could be present. 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 affect breathing, the injury is life threatening and 911 should be called immediately.

### **13.3 General Muscles, Bone & Joint Care**

#### **Remember RICE!**

##### **Rest**

Do not move or straighten the injured area

##### **Ice**

part

Stabilize the injured area in the position it was found. Splint the injured

\*Only if the person must be moved and it does not cause more pain.



**Compression**

Fill a plastic bag or wrap ice with a damp cloth, apply to the injured area for 20 minutes and remove the ice pack for 20 minutes. Reapply if needed. Place a thin cloth barrier between the ice and bare skin.

**Elevate**

**DO NOT** elevate the injured part if it causes more pain.

***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 CAUSES UNINTENTIONAL DEATH OR LIFELONG NEUROLOGICAL DAMAGE----CONTACT 911!!! **Player should not be moved.**

**13.4 Safety Precautions**

***Bodily Fluids/Blood***

NORD employees, league commissioners and volunteer coaches are to be aware and monitor situations during practice and games, 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. They must be cognizant that anytime there are blood and body fluids present, it must be treated with respect, regarding its ability to 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 athletes must cover wounds on their body. Practice or competitive play 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, injured person shall render first aid to himself and cover his own wound.
- 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 14: SIGNS AND SYMPTOMS

Athletes 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 ATHLETE
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 15: ACTION PLAN

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

1. Remove athlete from play.
2. Ensure that the athlete is evaluated by an appropriate health care professional. Non-medical personnel such as the coach should NOT judge the seriousness of the injury.
3. The coach should inform the athlete’s parents or guardians about the possible concussion and provide the fact sheet on concussion.
4. Keep the athlete 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*)

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



## *Appendices*

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

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: Coaches Code of Conduct**



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 NORD;
- 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 NORD.**

- 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.

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 NORD Code of Conduct policy does not exempt one from the ramifications if such rules are violated whether intentionally or unintentionally. All disciplinary infractions will be decided upon by the NORD Disciplinary Committee.

- **Conduct Codes A and B**
  - Any violation under codes A and/or B will result in verbal consultation by the NORD Recreation Athletic Director;
  - A second violation under codes A and/or B will result in a disciplinary hearing with the NORD Disciplinary Committee. Suspension of the coach's privilege to manage/coach NORD youth sports programs for, at minimum, 1 game may accompany;
  - A third violation under codes A and/or B will result in a disciplinary hearing with the NORD Disciplinary Committee and may result in termination of the coach's privilege to manage/coach NORD youth sports programs.
- **Conduct Code C**
  - Any violation under Code C will result in a disciplinary hearing with the NORD Disciplinary Committee. Suspension of the coach's privilege to manage/coach and attend NORD youth sports programs for, at minimum, 2 games, will accompany;
  - A second violation under Code C will result in disciplinary hearing with the NORD Disciplinary Committee. Termination of the coach's privilege to manage/coach NORD youth sports programs may follow.
- **Conduct Code D**
  - Any violation under Code D will result in a disciplinary hearing with the NORD Disciplinary Committee and may result in termination of the coach's privilege to manage/coach NORD youth sports programs.

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



### Appendix 3: Parent Code of Conduct

NORD implemented the following Parent Code of Conduct for the important message that it holds about the proper role of parents in supporting the youth of our community and their child in sports.

The essential elements of character building and ethics in sports are the foundations of sportsmanship and are demonstrated by the core principles of respect, responsibility, fairness, and good citizenship.

As a NORD Parent, I hereby pledge to provide positive support, care, and encouragement for each child participating in NORD by adhering to the following code of conduct:

- I will encourage good sportsmanship by demonstrating positive support at all times.
- I will remember that children participate to have fun, and that the game is for youth, not adults.
- I will not engage in any kind of unsportsmanlike conduct with any official, coach, player or parent such as booing and taunting, refusing to shake hands, or using profane language.
- I will teach my child that doing one's best is more important than winning.
- I will respect the officials and their authority during games.
- I will not confront coaches or managers at any time during games.
- I will refrain from coaching my child or other players during games.
- Alcoholic beverages are prohibited.

I also agree that if I fail to abide by the aforementioned rules and guidelines, I will be subject to disciplinary action levied by the NORD Disciplinary Committee that could include, but is not limited to the following:

- Verbal Warning
- Written Warning
- Parental suspension for games
- Parental season suspension
- Parental removal from all league activities

NORD retains the sole authority to determine what, if any, disciplinary action is appropriate for any conduct infraction.