

Gold Coast Youth Football League 2018 Season • Coaches

COACH / VOLUNTEER INFORMATION

First Name: _____ Last Name: _____
Address: _____ City: _____ State: CA Zip: _____
Home Phone: _____ Cell Phone: _____

WAIVERS / NOTICES

Coaches Handbook Contract

The following Handbook is to be read by each GCYFL Coach. The GCYFL reserves the right to discipline any Coach that is found in violation of any of these rules/regulations. Remember Youth Football is about the KIDS. All Coaches are required to attend the GCYFL sponsored Coach training each year. It will be the responsibility of each Head Coach to sign the contract on the last page of this Handbook, stating that they have read, understand and agree to comply within the rules/regulations found here in.

Head Coach Responsibilities

The following are the responsibilities of every Head Coach that accepts this position in *any* of the GCYFL's affiliated chapters (franchised and associate):

1. The Head Coach has complete responsibility for the conduct and activities of his team (including assistant coaches, players, parents and spectators) and shall be held accountable by the Chapter and the GCYFL.
2. Each Coach must be familiar with the GCYFL Rule Book and comply with the rules and regulations found therein.
3. The Head Coach is responsible for making sure his/her assistant coaches adhere to the Coaching Ethics and understand the Coaching Acts of Disbarment as described in this Handbook.
4. The Head Coach of the **Home Team** is responsible for contacting the Head Coach of the Visiting Team by Wednesday night during the week of the game to discuss and confirm pertinent game information. If the Visiting team has not heard from the Home team Head Coach, the Visiting Head Coach should attempt to contact the Home Head Coach before game day. The following items need to be confirmed:
 - a. Game time
 - b. Game location

- c. Warm-up/Practice area
- d. Parking
- e. Jersey color - If the two teams have the same jersey color, it is the responsibility of the **Visiting Team** to have a contrasting jersey available.
- f. Any other pertinent information for the Visiting team

5. The Head Coach must be CPR certified. Proof of certification must be maintained in the Team's Certification Book. Teams will not be considered certified unless their Head Coach has included their CPR certification in the book

6. The Head Coach is responsible for not allowing players that have been injured and removed from participation by a certified physician (with a formal note/form) to participate again (in practice, games, etc.) until a release note/form signed by a certified physician is provided.

Coaching Ethics

The following are coaching ethics that are to be adhered to by every member of each coaching staff in any of the GCYFL's affiliated chapters (franchised and associates):

1. Coaching Staff members will not criticize players in front of spectators or the team, but reserve constructive criticism for private.
2. Coaching Staff member will accept the decisions of officials on the field as being fair and called to the best ability of the officials
3. Coaching Staff members will not criticize the officials, the opposing team, the coaches, or fans, by word of mouth or gesture.
4. Coaching Staff members will emphasize that good athletes are good students, and both are physically and mentally alert.
5. Coaching Staff members will strive to make every football activity serve as a training ground for life, and emphasize good mental and physical health.
6. Coaching Staff members will emphasize that winning a game is the result of *TEAMWORK*.
7. Coaching Staff members will not use abusive or profane language before anyone connected with the game.
8. Coaching Staff members will not be on the playing field under the influence of alcohol or dangerous drugs.
9. Coaching Staff members will not use tobacco products on the playing field (this includes smokeless tobacco products)
10. Coaching Staff members will set a proper example for personal conduct at all times

Coaching Acts of Disbarment

The following are coaching acts that may be grounds for disbarment (for every member or each coaching staff) from participation in any of the GCYFL's affiliated chapters (franchised or associate)

1. Receiving any portion of his/her annual income for services in the Chapter or GCYFL.

2. Striking any other Coach, Athletic Director, official, spectator, or other participant in connection with a Chapter or GCYFL sanctioned event (practice, scrimmage, game, etc.)
3. Permitting sweating down tactics in order for a player to make the team weight. Sweating down to include but not be limited to:
 - a. Steam rooms
 - b. Steam cabinets
 - c. Rubber sweat suits
 - d. Any method that is injurious to the health of the player
4. Knowingly permitting a player to re-enter a game once he is showing signs of a concussion or is badly bruised or injured to such an extent that further play would jeopardize his/her health.
5. Permitting an injured player who required medical attention to practice, scrimmage, or play in a game without a written release from the doctor
6. Failing to abide by the team doctor or physician's decision in all matters of injury.
7. Permitting an ineligible player to participate.
8. Indulging in unsportsmanlike conduct.
9. Attempting to discourage, run-off, or cut weaker players
10. Failing to abide by any of the Coaching Ethics listed in this Handbook
11. Failing to abide by the Heed Coach Responsibilities listed in this Handbook (for Head Coaches)

Condensed GCYFL Rules

While this is only a small section of the Official GCYFL Rules, Head Coaches and their staffs are required to know and follow ALL GCYFL Rules and Regs.

GCYFL Rule Book Overview:

The rules found in this document are only meant to cover areas where the GCYFL has decided to follow rules that are not currently found in the NFHS or CIF Blue Book rules.

The order we will abide by in terms of rule priority will be:

1. GCYFL Rule Book
2. CIF Blue Book
3. NFHS Rule Book

This means that if a rule is stated in this GCYFL Rule Book, it will be followed as stated - even if it differs from what's stated in the CIF Blue Book or NFHS Rule Book. If a rule is NOT stated in this GCYFL Rule Book, we will follow first what is stated in the CIF Blue Book and then what is stated in the NFHS Rule Book.

Section B—Playing Rules

1. Mighty Mite & Bantam only. Free punts are allowed. (No encroachment) All free punts must be made directly behind the Center. If there is an errant snap the punter must return to his position behind the Center to punt the ball. Failing to follow this rule will result in a personal foul. If the kicked ball hits a defensive lineman, the ball is considered dead and down on contact (First down for the receiving team).
2. Mighty Mite only. Two coaches are allowed on the field at all times, for the entire season and post-season. Coaches may not direct or coach the players either by words or motions during the execution of a play (between the start of the cadence and the end of the play). The penalty for violation of this rule is illegal procedure. If excessive violations of this rule occur, it may result in an unsportsmanlike conduct penalty. Coaches must be ten yards behind the line of scrimmage when the ball is snapped.
3. Bantam only. Two coaches from each team are allowed on the field at all times, for the first 4 games. If one team had a bye, both teams are allowed on the field for the 5th week. After the 4th/5th game, if the “Mercy Rule” is in effect, coaches are allowed to return to the playing field under the same rules allowed for the first 4 games. All other guidelines mentioned above for Mighty Mites apply to coaches on the field.
4. Mighty Mite & Bantam only. Penalties will be 5 yards for minor and 10 yards for major infractions (NO 15 YARD PENALTIES)
5. Freshman use the same rules as the Sophomore, Junior & Senior Divisions.
6. All Divisions. After the official certification, any player that exceeds the official weight limit per age group will be required to play as described below for all X players. The rules are for Offense, Defense, and Special Teams. All X players will be required to wear a 3 or 4 inch X contrasting the color of the helmet, on front and back side easily visible.
 - a. **Offense** - No more than 3 X players may be on the field at the same time.
 - i. All X players must play on the line of scrimmage inside the Free Blocking Zone (FBZ).
 - ii. The X players must be set, but not necessarily in a three or four point stance, at the snap of the ball. X players will not be allowed to have a blocking assignment that would cause their first blocking responsibility to be anyone outside the FBZ.
 - iii. The furthest outside X player must be covered by a non X player.
 - iv. No plays may be designed to have an X player carry the ball.
 - v. X player may advance a true fumble or tipped/batted pass.
 - b. **Defense** - No more than 3 X players may be on the field at the same time.
 - i. All X Players must play on the line of scrimmage inside the Free Block Zone (FBZ) with their inside shoulder no wider than the outside shoulder of the last lineman on their side.
 - ii. The X player must be set in a three or four point stance at the snap of the ball.
 - iii. The X player may advance a fumble or interception as long as they are the original player with the ball. No laterals or hand offs to an X player are allowed.
 - c. **Special Teams** – No X players can play on Kickoff and Kickoff Return.

- i. If the Kick Off team has fewer than 11 eligible players, they can request **NO** Kick offs. There must have a minimum of 8 players on the field for both kick off & receiving teams.
 - ii. Mighty Mite, Bantam & Freshman – receiving team gets the ball on their 45 yard line.
 - iii. Sophomore, Junior & Senior – receiving team gets the ball on their 35 yard line
 - iv. Punt and Punt Return will be considered offense and defense accordingly and thus follow the rules mentioned above.
 - d. **Misuse** - The penalty for the misuse of an X player will be an Unsportsmanlike conduct penalty.
 - e. **Certification** - The first certification will determine the player's status for the year. An X player for the regular season must remain an X player for the playoffs – regardless of weight. X players will be placed at the front of the certification book. An X will be placed across the registration form from corner to corner and initialed by the person certifying the book. Prior to each game, X players will be reported to the referee by the head coach. Books will be reviewed by request only by the opposing headcoach.
 - f. **Violations** - Any head coach found to do anything to have an X player participate in a way that violates the above rules will forfeit all games the player has participated in whether or not the player played illegally. The head coach will be immediately removed as a coach in any capacity in the GCYFL. The GCYFL executive board will determine whether the team will be allowed to participate in the playoffs.
7. Game Official's Assistants (Chain Gang). Will be positioned on the home sidelines.
8. Game Times. All games will consist of (4) 10 minute quarters. Halftime is 15 minutes maximum, with the 15 minutes including a mandatory 3 minute warm-up.
9. Ties. In the event of a tie, a winner will be determined by the following:
 - a. A coin toss will be held with the winner determining either Offense, Defense or End Zone. If winning team selects Offense or Defense, the losing team determines which End Zone to defend.
 - b. Ball will be placed on the 10 yard line.
 - c. Each team will have 4 plays to attempt to score a touchdown
 - d. One try by each team will constitute 1 overtime series.
 - e. If a touchdown is scored – the extra point try will follow.
 - f. If there is a turnover – this ends the scoring try for the offense.
 - g. During regular season play, if a tie has not been broken after two complete overtime series, then the game will be recorded as a tie. (*Use the NFHS Rule*)

10. Mandatory Play Rule (MPR) All eligible players will play a minimum of 12 Action Plays per game of offense, defense or special teams, or a combination of the three. Spiking the ball or taking a knee to get players their 12 plays will not count toward the minimum 12 play rule and may result in disciplinary action against the Head Coach. The GCYFL Player Audit Form must be filled out, signed and given to the Game Field Commissioner at the conclusion of the game. Each chapter will forward the completed forms to the AD of coaches at (or before) the next regularly scheduled GCYFL board meeting. Coaches shall list every player listed on the certified roster and state the reason why that player is not participating, (Discipline, Injury, Illness or Drop). This reason must clearly be indicated on the GCYFL Player Audit form. For Championship games, independent representatives acting on behalf of the GCYFL will audit the auditors of both teams to assure that proper procedures are being followed. Failure to abide by the above rules will result in the player(s) affected playing 24 plays in the next game. A second violation by that team will result in a one game suspension for the Head Coach. If, in the judgment of the Athletic Director Committee, the abuse of the rule has affected the outcome of the game, said team will forfeit the game. If a coach violates the mandatory play rule in a playoff game, the team will be eliminated from the playoffs and the opponent will advance. If a team has won a championship game, and then are found to have violated the mandatory play rule during that game, the game will be considered forfeited. Trophies will be awarded to the challenger. If both teams are found to have violated the mandatory play rule, both teams will record a loss, and there will not be a Champion named for the year in the division.

a. MPR Challenge Procedure:

- i. Violations must be reported with a summary of the complaint and all supporting evidence by the challenging coach before 7:00 PM the following Sunday.
- ii. Complaints must be sent to the AD of Rules and CC: the AD Committee via e-mail.
- iii. Complaint Deposit - Reporting a violation will require a \$200 deposit which will be returned if the video evidence provided is deemed to be conclusive that a violation of the mandatory play rule occurred. The burden of proof will be with the coach reporting the violation. If the complaint is reviewed and confirmed to be a violation, the \$200 deposit will be returned. If the complaint is found to be without merit or inconclusive, the \$200 deposit will be forfeited, and the accused team's chapter will receive the deposit for their troubles.
- iv. Payment must be in cash or on a chapters checking account check.
- v. Evidence. Video evidence must contain every play of the game and may be compiled from multiple video sources. Footage may be solicited from anyone who filmed the game. Video may be in DVD, ~~or~~ Blue-Ray, or digital format only. If every play of the game is not included in the evidence, the complaint will be thrown out, the \$200 deposit forfeited, and the accused team will receive the deposit for their troubles.
- vi. Evidence will be reviewed by AD of Rules or a league appointed individual not affiliated with either team involved in the complaint.

- vii. Decisions – A decision will be made and communicated to all involved by 11:00 PM the following Thursday. Complaints proven to be valid will be sent to all coaches in the same division so that the coaches of upcoming games may be aware of sanctions which apply to their upcoming opponents.

11. The **“Mercy Rule” / “Sportsmanship Rule”**:

- a. The “Mercy Rule” goes into effect for every game in every division anytime a team has a 30 point scoring differential. The rules will go into effect immediately following the extra point.
- b. The coach with the lead “must” remove a minimum of 5 players (Never to require less than 11 players). The players will not be allowed to return to the game unless an injury makes fielding 11 players impossible. In that case a removed player may return. The players will remove their helmets and shoulder pads. The team in the lead “will not” be required to run between the tackles.
- c. There will be no kickoffs. The ball will be placed on the leading team’s 40 yard line. If the winning team turns over the ball on downs, the ball will be placed on the leading teams 40 yard line or the spot, which-ever is closer. If the trailing team turns over the ball on downs, the ball will be placed on the leading teams 40 yard line or the spot, which-ever is farther.
- d. At the Trailing Coaches option, there will be a running clock starting in the second half. Time will stop only for injuries, timeouts or change of possession.
- e. The “Sportsmanship Rule” goes into effect for every game, in every division, anytime the final scoring differential is greater than 42 points.
 - i. First offense the head coach will serve a one game suspension.
 - ii. Second offense the head coach will be suspended for the remainder of the season (including playoffs).
 - iii. Third offense the team will be removed or barred from the playoffs and head coach will be suspended for the following season.

12. The following is the official method for determining the seeding for playoffs.

- a. Overall Record
- b. Head to Head Record
- c. Coin Flip

Section C—Scouting Rules

- 1. Films and videotapes may be taken of games/scrimmages. Viewing of films or videotapes during the game, including half time, is not allowed.
- 2. Films or videotapes can be made available to other teams.
- 3. There will be no scouting of practices.

Section D—Spotting Rules

- 1. Auditors/Statisticians will not engage in spotting or any form of coaching during the course of a game.
- 2. Field phones may be used at all levels including Mighty Mite and Bantam when coaches are on the field.

Article VIII. Rules and Violations

Section A--Authority

1. Chapters will be given first authority to deal with all violations, issues, etc. unless the GCYFL deems it necessary to get involved immediately.
2. The GCYFL has the right to get involved in any violation and at any point they deem necessary.
3. All decisions of the GCYFL are final and binding on all Chapters, teams and individuals. There is no appeal of a GCYFL decision.

Section B—Appeals

1. A team or individual may appeal a Chapter's decision to the GCYFL.
2. Appeals must specify the article/section of the GCYFL/CIF/NFHS Rule Book.
3. All appeals must be received by the GCYFL President and the AD of Rules within 24 hour of the ruling.
4. All Appeals to the GCYFL will be dealt with by a group of 3 individuals made up of the AD of Rules and AD of Coaching plus 1 Board Member. (none of these individuals should be associated with the matter at hand or the chapters involved – where possible).

Section C--Protests

1. Protests on matters involving official's judgment will not be considered.
2. Protests must specify the article/section of the GCYFL/CIF/NFHS Rule Book.
3. All Protests must be received by the AD of Rules by 7pm the Sunday following the game with the appropriate evidence.
4. All Protests to the GCYFL will be dealt with by a group of 3 individuals made up of the AD of Rules and AD of Coaching plus 1 Board Member (none of these individuals should be associated with the matter at hand or the chapters involved – where possible).

Section D--Penalties

A violation of any rule contained herein may subject a Chapter, team, or individuals to any one or more of the following penalties:

1. Forfeiture of game(s).
2. Disqualification from competing for, or taking part in, championships.
3. Disqualification from participating in bowl or post-season games.
4. Suspension, expulsion, ineligibility, disbarment, or probation.
5. Loss of franchise.
6. Subject to a fine of not less than \$25.00 and no more than \$200.00.

Section E - Game Officials

1. Officials will be scheduled by the referee associations the GCYFL works with.
2. If no officials show up, the Game Field Commissioner is responsible for arranging the stand-in officials. The game will stand as played and there will be no protest accepted.
3. Game officials are to be paid in cash immediately following each game by the home team the amount which is agreed upon by the GCYFL and the officials

association prior to the season. Failure to pay will result in a forfeit. Official assigner fees will be paid by the GCYFL separately.

Section F - Forfeits

In the event that a team must forfeit a game, no less than 72 hours advance notice must be given by the forfeiting Chapter to the AD of Scheduling. If less than 72 hours' notice is given, the forfeiting Chapter will be responsible for paying any incurred Officials Fees.

Forfeits will stand unless there were extenuating circumstances and the AD of Scheduling can reschedule the game. The AD of Scheduling's decision is FINAL. A game may be forfeited for the following reasons:

1. Coaches exhibiting un-sportsmanlike conduct toward any game official, player, director, or opposing Coach or player.
2. Parents and/or followers of a team using un-sportsmanlike conduct toward any official, player, Coach, director, or opposing Coach or player.

***NOTE:** Before the game is forfeited, one warning will be given by a game official & the Game Officials will consult with the Field Commissioner to agree a forfeit is necessary.*

The Head Coach's Contract:

I acknowledge that I have read this Handbook and have read and understand the contents herein. I further agree to abide by all the rules and regulations contained in the GCYFL Rules and that all my assistant coaches will do the same. I agree that any failure to do so on *my* part or the part of my assistant coaches will allow the GCYFL to handle accordingly.

Name (print): _____

Signature: _____

Date: _____

Print & Sign this page and put in your certification book...