



# Vancouver Mainland Football League

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## **Mission Statement:**

To foster and promote Minor Football in conjunction with our Member Associations with the emphasis on participation and competition.

## **Goals:**

1. Having as many associations, teams and participants in all divisions as we have resources available.
2. To be competitive while at the same time having the participants enjoy football and learn team spirit through a league structure.
3. To operate the annual football program with a balanced budget including a \$5,000 scholarship contingency fund.
4. To promote Community Football through our affiliation with B C Community Football and Football B C.
5. To coordinate annually the VMFL League Schedule, the VMFL Championship Schedule and the VMFL Cheerleading Competition.

## **Objectives:**

FUN  
LEARN SKILLS  
TEAM - SOCIAL - CO-OPERATIVE  
SAFETY  
EQUAL COMPETITION  
ASPIRATIONS OF YOUTH

## **Guiding Principles of the VMFL and Member Associations:**

- To provide and promote Minor Football, through our Member Associations, to youths ages 6 -18.
- To provide youth the opportunity to play football to their capabilities.
- To provide youth the opportunity to play contact football at the competitive level
- To ensure that our program is enjoyable and safe for all participants.
- To ensure an educational process for the learning and development of team concepts, community spirit and good sportsmanship are entrenched in our program.
- To provide youth the opportunity to appreciate the game of football, enjoy recreational sport and learn the fundamentals of the game.
- To give the opportunity for players, coaches and officials to develop their skill sets through proper certification programs.
- To ensure safety equipment is utilized properly and adequate playing fields for practice and games are made available.

## **OUR 2010 HANDBOOK**

The Vancouver Mainland Football League (VMFL) is comprised of Member Associations, from the Lower Mainland and Vancouver Island, playing Canadian rules football. The VMFL's mandate is to provide an environment for children aged 6 to 18 to learn the skills of Football in a competitive environment. The VMFL has 6 divisions, Flag, Atom, Pee wee, Junior Bantam, Bantam, and Midget. The VMFL also provides a structured Cheerleading program and holds The VMFL Cheerleading Competition every year.

The VMFL schedules games for the regular season and hosts the VMFL Championships. The VMFL Championships are played at BC Place Stadium (when available). Through the VMFL each team in the Atom to Midget divisions have the opportunity to play in the Provincial Championships.

The following pages, the VMFL Handbook, contain rules that the VMFL play by to allow children to participate to the best of their ability. All rules not covered in this handbook are covered in the Canadian Rulebook for Tackle Football.

The VMFL also gives back to children in the community by donating **\$0.20** per offensive point scored to the Make a Wish Foundation.

The intent or interpretation of any rule shall only be decided by the VMFL Executive.

A VMFL Executive review committee shall be formed to review situations or incidents not covered by the VMFL Handbook or irregularities that they become aware of.

# VANCOUVER MAINLAND FOOTBALL LEAGUE RULE BOOK

## CONDUCT OF THE GAME

### Section 1 - The Field

- A) Playing fields shall be marked as required under the rules set out in the Canadian Rule Book for Tackle Football (CRBTF). Failure to do so will result in a complaint being filed by the League Commissioner to the Association concerned.
- B) Team benches shall be on the same side of the field and opposite the spectator's side except where there are spectator stands on each side of the field. When spectator's stands are provided on the same side of the field, the players' benches shall be separated from the spectators.
- C) Team benches shall be a minimum of five (5) yards and an optimum of ten (10) yards from the side lines.
- D) Spectators are to be confined to the opposite side of the field from the players' benches except as noted in "B".
- E) All VMFL playing fields shall be deemed to have twenty (20) yard end zones for scoring purposes. Missed field goals, kickoffs and punted balls going out of the back of the end zone score one point regardless of whether or not the ball touches the ground in the end zone. Non standard fields must be approved by the VMFL.
- F) Yard markers shall be placed on the opposite side of the field from the players benches. Yard markers shall be placed one (1) yard outside the field of play.
- G) Cheerleaders shall be a minimum of three (3) yards from the sidelines at all times.
- H) For safety reasons, all goal posts shall be properly padded. In case of a neutral field, the home team shall be responsible to see that the posts are padded.
- I) Game officials, game commissioner, VMFL Executive, participating presidents, and game related **required** personal are the only people allowed in the game commissioner box (located between player benches). For regular season games only any team related personal such as film crew or photographer, must have approval from both head coaches before the start of the game.

### Section 2 - The Ball

- A) The game is played with the VMFL designated game ball provided from MVP Athletic Supplies
- For **Flag, Atom and Peewee** the approved ball shall be as indicated in (Table T2-A).
- For **Junior Bantam** the approved ball shall be as indicated in (Table T2-A).
- For **Bantam and Midget** the approved ball shall be as indicated in (Table T2-A).

Division	Size	Model			
		Wilson			
Flag, Atom	Size 5	K2			
Peewee	Size 6	TDJ			
Junior Bantam	Size 7	TDY			
Bantam	Size 9	TDS			
Midget	Size 9				

Table (T2-A)

- B) As the VMFL has a single supplier, the home team will supply the only game ball.
- C) All footballs in the game will be controlled by the Officials.

### Section 3 - The Game

- A) The home team gets to receive or side. Decision can be deferred until the 2nd half.
- B) **Atom and Peewee will play Four (4) - Ten minute quarters.**  
**Junior Bantam, Bantam and Midget will play Four (4) - Twelve (12) minute quarters.**
- C) Each team may call two (2) time outs per half.
- D) The Head Official may call an Official's time out and a time out for injury.
- E) In all games a three minute warning will be given at the Three (3) minute mark before half time and before the end of the fourth quarter. The one minute warning will be given at the One (1) minute mark before the end of each quarter.
- F) The Head Official of the game has the right to rule where the time of the game is to be kept; on the field or on the sidelines. Decision of Head Official is final.
- G) (1) if a team is behind by 30 points or more, at the start of the second half, they will have the option to kick, receive the ball, scrimmage from their own 45 yard line, or defend an end at the beginning of the second half.  
  
(2) "Mercy Ruling" - The Head Official, at the start of the 4th quarter or any part of that quarter, will bring the two Head Coaches together when there is a 30 point spread, and state that this will be a running time quarter. During half time the two Head Coaches can approach the Game Commissioner and ask that the Mercy Rule be put in effect if they both agree. If they don't agree then the Head Official can enforce the rule at the beginning or any time during the 3<sup>rd</sup> quarter if he feels it is warranted once there is a 30 point spread. The Mercy Rule will be automatically applied in the 4<sup>th</sup> quarter if there is a 30 point spread. **Once a game is in Mercy Rule it will remain until the game is over.**  
During "Mercy Rule Play" only the losing team shall be allowed time - outs, however, the clock shall continue to run.
- J) **All Blocking is to be above the waist, except tackle to tackle in the close line area.**

K) No Yards - In field of play - scrimmage by receiving team 15 yards in advance of the point where the ball was first touched, OR 5 yards in advance of that point if the kicked ball had struck the ground before being touched by the receiving team. **See Atom / 9Man and Flag rules.**

L) The team that is behind by 30 points will have the option to accept the kick-off or scrimmage from their own 45 yard line, whenever there is at least a 30 point deficit.

**M) A 10 play count per player will be enforced for Atom, Pee wee and Junior Bantam during the season**

#### **Section 4 - Overtime for Playoff Games**

A) When the score is tied at the end of the fourth quarter in playoff games, there shall be a rest period of ten (10) minutes with each team allowed to return to their dressing rooms.

B) Overtime shall be in a Texas Shoot-out format. There will be a coin toss and the winner will have the option of scrimmaging 1<sup>st</sup> or choice of end. For Flag, Atom and Pee wee the teams will begin on the 15-yard line, for JR Bantam, Bantam and Midget the teams will begin on the 25-yard line. The team will start the overtime at the designated yard line. Both teams will be allowed to scrimmage. The team leading after this will be the winner. If it is still tied the teams will scrimmage again from the designated yard line.

C) The teams will continue until a team scores more points than their opponent in the shoot-out.

D) The Head Official may call the game on account of darkness.

E) If Overtime cannot continue immediately following the game because of darkness, then the shootout will be scheduled no later than Wednesday of the following week.

#### **Section 5 - VMFL Playoff Structure**

A) VMFL Playoffs: if a division has 10 or more teams, then the top 8 teams will make the playoffs, and when a division has 9 or fewer teams, then the top 4 will make the playoffs.

B) Rules for all playoff games

The number of game plays for player participation is:

**24 players or less will be 15 plays**

**25 players or more will be 10 plays.**

**\* These rules are for Pee wee and Jr. Bantam.**

**Flag and 9man** will have their players participate in at least 10 plays during the game, because they are playing nine man ball and due to roster size.

All playoffs will have plays monitored. (**Bantam** and **Midget** divisions are exempt)

Monitors for player participation: each team will supply 2 individuals, one will monitor their own team and the other will monitor the opposing team, thus having two monitors working together per team and the results will be forwarded to the games commissioner for final verification.

The highest ranked VMFL team in each division will be considered the home team.

All grievances pertaining to the game after or during the game must be filed on the proper grievance form and shall be given to the VMFL Executive no later than 15 minutes following game completion, a decision will be made. This decision will be final and not open to appeal.

The Games Commissioner, VMFL Executive will exercise the following authority; will dismiss any player, coach or team staff from the playing field and or game for "improper conduct" as defined by the VMFL Executive and there is no appeal. Medals for first and second place will be awarded by association president.

Nobody is to be on the field of BC Place without a VMFL field pass. Only Players and Coaching staff are allowed at the Bench. No children allowed. E.g. Water boys, etc.

**Only Players, Coaching staff, Cheerleaders and people with proper passes may enter the field through the East Air Lock.**

- C) There will be a 10 game schedule, starting 1st weekend in September.
- D) Quarter and Semi finals start when regular season is completed.
- E) VMFL Championship will be held on dates and parks agreed by VMFL executive

## Section 6 - Uniforms and Equipment

A) Mouth guards are mandatory. They must have tabs and be attached to the face guard. The Officials will monitor to make sure that each player has the proper mouth guard, if not; the player concerned cannot play until he gets the proper mouth guard.

A1) Teeth Braces

If the player is wearing braces, he may wear a special mouth guard; however, he must inform the Head Official.

B) An association must apply in writing to the VMFL before choosing a team color. All team colors will be grandfathered from their original membership into the VMFL.

C) No team shall wear uniforms that blend closely with the opposing team. **The visiting team shall change to an alternate colour.** The team not wearing the designated colour by the league shall change to an alternate colour.

D) No stickum shall be used by any player in any league play. Violators will be suspended for the game, and be given an unsportsmanlike conduct penalty. Gloves may be used.

E) Effective in 1986, it shall be compulsory that all helmets be NOCSAE approved.

F) Clear visors are allowed without any documentation. All tinted visors must be authorized by the VMFL Commissioner and must be submitted on the VMFL Visor Authorization Form.

**Ophthalmologists must complete this Form.** No variations of the form will be allowed. The VMFL Approved form must be present at all games.

G) **All players in Flag, Atom, Pee wee and Junior Bantam are required to wear multi-cleated shoes with the following specifications:**

**Shoes are to be a rubber-molded style only and may have unlimited cleats. No screw in or out cleats are allowed. A player wearing the illegal cleats will be ejected from the game and suspended for 1 additional game. The Head Coach shall also be ejected from the game and suspended for one additional game.**

**Bantam and Midget are allowed to wear screw in cleats. Non-metal only.**

H) No player will be allowed on the playing field wearing a cast or splint. No exceptions. **A PLASTIC AIR CAST WILL BE ALLOWED WITH A DOCTOR'S CERTIFICATE.**

I) No team shall use any radio communication between coaches.

J) All amenities available at the field of play shall be made available to both the home team and the visiting team on an equal basis, i.e. dressing rooms, shelters, etc.

## **Section 7 – Players**

A) All players must be registered by name, number and date of birth on the official roster sheets supplied by VMFL before the start of any league game. Computer generated player rosters to be used if IDENTICAL to player roster in the VMFL Handbook.

B) All players on the roster sheets shall be verified after proof of birth has been provided. Documents that can be used to verify date of birth are: Birth certificates, passports, B.C. Drivers License, Citizenship papers, official court orders, certification of birth certificates (with file number), baptismal certificates and Care Card that show birth date (01/93) are acceptable proofs of age. There can be no exceptions to this rule by VMFL executive.

C) Only authorized persons shall verify a player on the Official Team Roster. Persons authorized to verify a player are any current member of the VMFL executive and any VMFL representative that is designated by the VMFL executive, presidents of associations or a designated VMFL rep from each club may also verify. Verification of rosters is not to be done by members of their own associations. On the Official Team Roster sheet the verifier is to print out name and association in full. **NO EXCEPTIONS TO THIS RULE**, including Games Commissioner and Executive.

D) All Official Team Roster sheets shall be neatly printed (or typed) with the **players' number**, name, and Year of birth. Before the start of each game the Team shall provide the game commissioner and opposing team with a copy of the **Official Team Roster** sheet and shall retain one copy. If a player is not playing due to absence, injury, discipline or illness; the reason shall be printed in the status column next to player's name. "If a player is no longer on the team, the name shall have a single line drawn through it" Any name that is crossed off is off for the season. **Failure to follow above procedure may result in forfeiture of game. (See sample of official roster sheet in back of handbook).**

E) Players are not allowed to play out of their Division. Players are not allowed to move up or down.

F) The rosters will be frozen after the 5th week of the playing year. One copy of the frozen roster shall be received by the league office by midnight of the approved date. Failure to do so may result in forfeiture of further games until rosters have been received. Playing of ineligible players will result in the forfeiture of the game. Any league that breaks this rule will be dealt with by a special committee, appointed by the League Commissioner. Recommendations of this committee will be final, and there will be NO appeal.

**The Frozen Roster will become the official Roster for the remainder of the year.**

G) **If a team is over the allotted number of 18 year olds, they must be at the allotted number 2 weeks prior to the VMFL frozen roster date. Players must receive a release form and no further 18 year olds can be added to the roster.**

H) All players on frozen roster must participate in a minimum 3 league games to be eligible for playoffs. If player is unable to meet requirements due to injury, a Doctors certificate is required before playoffs.

I) **Game Commissioner Reports** and **game rosters** are to be scanned and emailed to the League Commissioner by Midnight of game day. Game Commissioner Reports and game rosters received after midnight will be subject to a penalty.

J) As some parks have public address systems, all teams shall have numerical roster sheets with players given name first and surname second. Announcing sheets shall be printed (or typed).

K) The following regulations govern the team rosters. Players' ages are determined as of December 31 of the playing year. NO exceptions.

Midget	Ages 16-18	Maximum	43 Players	Roster
12 min quarters		Minimum	20 Players	Roster
<b>15 - 18 year olds</b>		Minimum	<b>16 Players Dressed</b>	
Bantam	Ages 14-15	Maximum	43 Players	Roster
12 min quarters		Minimum	20 Players	Roster
		Minimum	<b>16 Players Dressed</b>	
Junior Bantam	Ages 12-13			
12 min quarters		Minimum	20 Players	Roster
		Minimum	<b>16 Players Dressed</b>	
Peewee	Ages 10-11			
10 min quarters		Minimum	20 Players	Roster
		Minimum	<b>16 Players Dressed</b>	
Atom	Ages 8-9			
10 min quarters		Minimum	15 Players	Roster
		Minimum	<b>12 Players Dressed</b>	
Flag	Ages 6-7	Maximum	23 Players	Roster
24 min halves		Minimum	<b>No Minimum</b>	

L) **Player Participation Rule (PPR):**

Each player is to be included in a minimum of 10 plays, including all special teams, in each game scheduled by the VMFL. This rule is enforced by the league during the year and playoffs.

**Enforcement:** If rule is not adhered to team shall forfeit the game. **Bantam** and **Midget** is excluded  
 Monitors for player participation: each team will supply 2 individuals, one will monitor their own team and the other will monitor the opposing team, thus having two monitors working together per team and the results will be forwarded to the games commissioner for final verification if there is a discrepancy. Both monitors will sign the play count sheet when completed

M) In any event where it has been determined a team has used over aged or otherwise ineligible players, all league games previously played by the ineligible player will be forfeited.

- N) Officials must rule that a player leave the game if, in their opinion, the player is physically unfit to play. In any event an injured player must leave the game for at least one play.
- O) Players unable to participate in a game due to injury, illness or discipline as per **Section D** shall not wear shoulder pads and helmet. Non playing players may remain with the team except as in **Section 17 C**.
- P) No Player is to receive any type of payment to play in the VMFL.
- Q) No player will be reimbursed for any expenses they incur to attend practices or games that are not offered to the entire team unless approved by the VMFL.
- R) Teams who have players arrive late to a game shall report the arrival to the Game Commissioner to have the official roster adjusted to show player as present.
- S) A member of a team who receives Two (2) Objectionable Conduct penalties during a game shall be ejected from the game.
- T) All Players that move to a new association must obtain a VMFL release form from their previous association. A player without released from previous club will be considered an 'ineligible player. All games previously played by the ineligible player will be forfeited.
- U) Any coach who recruits a player(s) that has not obtained a release from their previous association will be suspended for 2 games for the 1<sup>st</sup> offence, A season for the second offence and permanent for a third offence.
- Recruit - to engage in finding and attracting athletes.
- V) Players are allowed to play Junior football up to the second week of the BCFC Season. After the second week the player must not be on the BCFC/CJFL protected roster to be eligible to play in the VMFL.
- W) Players are allowed to play University football up to September 15.
- X) Non Canadian players must provide insurance coverage to Football BC before being eligible to play in the VMFL. **The VMFL must be informed of any non-Canadian players in writing.**

# OFFICIALS

## Section 8 - Field Officials

*As shown in the Agreement between contracted Referees Association and VMFL*

## Section 9 - Game Officials

All field officials shall be appointed and scheduled by the Allocator of the contracted Referees Association.

VMFL coaches shall not be an official of a game in the division in which they are currently coaching.

## Section 10 - Sideline Officials

The Home Team is responsible for providing downs person, linespersons (yardstick personnel) and the game ball. These sideline officials shall work under the direction of the Head Linesperson.

## Section 11 - Jurisdiction and Duties

All field officials are equally responsible for the orderly conduct of the game. This includes the Game Commissioner, downs persons and Linesperson.

## Section 12 - Duties of the Game Commissioner

A) The home team Association shall be responsible to provide the Game Commissioner at all home games. **The Games Commissioner shall wear a vest to identify them to teams and officials.**

(2005) The Game Commissioner shall be responsible to see that the player benches are in place; sideline yard markers are in position, goal post protections are installed, yardsticks and down boxes are on the sideline and announcing equipment in place. The playing field shall be ready for play a minimum of 15 minutes before game time.

B) Insure that each team is ready to play 30 minutes prior to start of game.

C) Receive verified team rosters from each team completed on the official roster forms.

D) Where games are announced, a numerical team roster sheet shall be received by the game commissioner and turned over to the game announcer.

E) Check with the Head Official on the following:

1. Timing (See Section 3 B and F)
2. Size of game ball to be used (Section 2 Table T2-A)

F) Insure that sideline officials are available for the start of game.

G) Observe conduct of team officials and players on team benches. If required, issue any instructions as required.

H) Insure that only team officials and players are on the team benches.  
No fans allowed, (Section 1 D).

I) Only trainers or designates are allowed on the field when any injury occurs. A Doctor may be summoned from the spectators by the GAME COMMISSIONER.

Check with the trainer on the field, if an ambulance is required for an injured player.

- J) Home association must furnish games commissioner before the game can start or the game is forfeited. (December 1997)
- K) Carry out disqualifications and suspensions as noted in (Section 17)
- L) Have game commissioner report completed with information and signatures as called for on report. The penalty code area must be completed. You may need to confer with the head official. If there is an issue with team benches or an ejection during the game a report has to be sent to the league commissioner. Reports and those days' rosters are to be scanned and e-mailed to the League Commissioner by midnight game day. Have the Head Official of all games initial the part of the game report where it states the number of officiating crew. This is to confirm the number of officials that did said game.
- M) All game scores shall be emailed to the League Score Keeper (scores@vmfl.ca), no more than 2 hours after the end of the last game by the home association.
- N) Every game commissioner shall have the complete set of VMFL Rules and a Canadian Rule Book for Tackle Football (CRBTF) available at the field for each game, which is obtainable from their organization.
- O) Section 3 - (G) - Mercy Rule
- P) One Game Commissioner per game and must remain on the sideline for the whole game.

## SCORING

### Section 13 - Table of Scores

- A) Atom/Pewee/ Junior Bantam
- |                     |          |
|---------------------|----------|
| Touchdown           | 6 points |
| Kicked Convert      | 2 points |
| Run or pass convert | 1 point  |
| Rouge               | 1 point  |
| Field Goal          | 3 points |
| Safety Touchdown    | 2 points |
- B) Bantam/Midget
- |                     |          |
|---------------------|----------|
| Touchdown           | 6 points |
| Kicked Convert      | 1 points |
| Run or pass convert | 2 points |
| Rouge               | 1 point  |
| Field Goal          | 3 points |
| Safety Touchdown    | 2 points |

### Section 14 - League Scoring

- A) The winning team of each league game will receive 2 points for a win and 1 point for a tie.
- B) When a game is forfeited in league play, the team that forfeits the game receives no points and the team that the game forfeited to will receive 2 points and is recorded as a win. The team will also receive 10 points for and 0 points against.

- C) Final standings in League play will be determined as follows:
- A.** If two teams are tied:
1. Record versus each other
  2. Combined winning % of opponents (not including games against them)
  3. Points for/against - Maximum of +10 per game
- B.** If three or more teams are tied:
1. Record versus each other:
    - Cannot finish ahead of team that beat you
    - winning teams of tied group get placed on top first
    - lower teams can pass other teams if better winning % but must start at bottom and move up one step at a time never passing the team you lost to.
    - Paradox occurs than use winning % of opponents
  2. Points for/against - maximum of +10 per game
  3. Once final standings have been established all associations will be informed within 48 hours of playoff start, they cannot be changed after subsequent playoff rounds.

## SECTION 15

### VMFL PROGRESSIVE DISCIPLINE POLICY

Minimum Game Suspensions for each Section:

	<b>Section One</b>	<b>Section Two</b>	<b>Section Three</b>
<b>1st Offense</b>	One Game	One Game	Two Games
<b>2nd Offense</b>	Two Games	Two Games	Three Games
<b>3rd Offense</b>	One Year	One Year	One Year

NOTE 1: A one year suspension = one complete VMFL football year.

**NOTE 2: A one Game suspension = one played game.**

Discipline above these minimums will be at the League Commissioner's discretion and could be appealed as per Section 20.

All 3rd offenses will be automatically reviewed by the VMFL Executive. The VMFL Appeal Policy is available for all 3rd offenses.

**WHENEVER POSSIBLE, the chief Referee will give a player a 3 play warning and send him to their team bench before invoking an offense that is covered under Sections 1, 2 or 3.**

Examples: All sections apply before, during or after a game within the boundaries of the game park.

Section One: Objectionable conduct disqualification.

Section Two: Rough play, includes fighting and flagrant attempt to injure and objectionable conduct towards officials, game commissioner and VMFL Executives.

Section Three: Verbally threatening or unnecessary contact of an official or VMFL Executive.

## **Section 16 - Ejections**

- A) Any player, coach, manager, trainer or association member or volunteer who strikes a member of the LMFRA or VMFL Executive member or VMFL Association member before during or after a game on or near the game field, shall be suspended for the remainder of the season, all playoff games and championship games. For second offense of the above, the suspension will be five years.
- B) All game officials, game commissioners, and league executive must be treated with courtesy at all times during the entire season by all players, coaches, managers and association presidents. Any infraction to this rule will be reported to the VMFL President or his delegate for possible further action.
- C) The use of profane, obscene, insulting language or gestures to an opponent, official or spectator by any player, or member of team staff or occupant of the team bench is prohibited. Any violation to this rule will result in ejections from the game. Procedure will be in accordance with Section 15.
- D) Any players fighting before, after or during the game within the boundary of the park will result in an automatic ejection from the game.
- E) Any player or coach ejected from the game within the last three (3) minutes of the game will receive an automatic one (1) game suspension. This includes any coach, players, or staff member who at the conclusion of the game commits an act that would have drawn an ejection during the game. (01/93)
- F) All game ejections shall be in accordance with Section 17.
- G) Any ejections will be reviewed by the League Commissioner after all reports have been received and may result in future discipline as per PDP.
- H) No player or member of team staff shall smoke on or near the game field, including benches. Any violations of this rule shall result in ejections from the game as per Section 15 and Section 17.
- I) Players and team staff participating in VMFL championships who are ejected at any time during the game or display unsportsmanlike conduct or other related incidents, will be ineligible for further games that year in the Province if the team is representing the VMFL. Further discipline may be added to the player, team staff or total team in the following year if deemed appropriate by the VMFL Executive.
- J) Any member of a team bench that leaves the team area to join in a melee will be ejected from the game and receive a 2 game suspension.

## **Section 17 - Disqualification and Suspension**

- A) On the disqualification of a player(s) or team staff or coach for misconduct, the head official shall inform the game commissioner of the disqualification. The head Official and game commissioner will approach the team(s) concerned and have the player(s) or the team official escorted from the playing field by a responsible team official. Before any player is escorted from the field they shall remove their shoulder pads, game jersey and helmet. The team staff shall remain with the player(s) or team official until the game is over or in the case of a player in the care of a responsible person. The game shall not resume until the player(s) or team staff has been removed from the playing area.
- B) Delete

C) Any disqualified player(s) or team staff may not appear at the team bench during the period of his suspension. Coaches shall not attempt to coach or interfere in any way from any position within the game park. Any violation of this rule may result in further suspension or possible game forfeit.

D) The league commissioner is to advise all associations within the VMFL of the details regarding all suspensions. It is the association's responsibility to inform all offending players/staff of suspensions and to carry out any disciplinary action.

E) Deleted

## **Section 18 - DISCIPLINE AND COMPLAINTS POLICY**

### **Definitions**

1. The following terms have these meanings in this Policy:

- a) *“Days”* – Days irrespective of weekend and holidays.
- b) *“VMFL Delegate”* – A person in a responsible *“VMFL”* volunteer position, of the age of majority, or staff position within *“VMFL”*.
- c) *“VMFL Member”* - All categories of membership within the *“VMFL”*, as well as all individuals employed by or engaged in activities with the *“VMFL”*, including but not limited to, athletes, coaches, officials, volunteers, directors, officers, team managers, medical personnel, administrators, spectators, parents of *“VMFL”* members and employees.

### **Purpose**

2. *“VMFL”* is committed to providing an environment in which all *“VMFL”* Members are treated with respect and characterized by the value of fairness, integrity and open communication. Membership in the *“VMFL”*, as well as participation in its activities, brings with it many benefits and privileges. At the same time, members and participants are expected to fulfill certain responsibilities and obligations including, but not limited to, complying with the policies, bylaws, rules and regulations and Code of Conduct and Ethics of the *“VMFL”*. Irresponsible behavior by *“VMFL”* members can result in severe damage to the integrity of BF Football. Conduct that violates these values may be subject to sanctions pursuant to this policy. Since sanctions may be applied, it is only fair to provide *“VMFL”* Members a mechanism so complaints and discipline is dealt with fairly, expeditiously and affordably.

### **Application of this Policy**

3. This Policy applies to all *“VMFL”* Members as defined in the Definitions.
4. This Policy only applies to discipline matters that may arise during the course of *“VMFL”* business, activities and events, including but not limited to, competitions, practices, training camps, travel associated with *“VMFL”* activities, and any meetings.
5. Discipline matters and complaints arising within the business, activities or events organized by entities other than the *“VMFL”* will be dealt with pursuant to the policies of these other entities.

## Reporting a Complaint

6. Any “VMFL” Member may report to the “VMFL” head office any complaint. Such complaint must be signed and in writing, and must be filed within fourteen (14) days of the alleged incident. Anonymous complaints may be accepted upon the sole discretion of “VMFL”.
7. A complainant wishing to file a complaint beyond the fourteen (14) days must provide a written statement giving reasons for an exemption to this limitation. The decision to accept, or not accept, the notice of complaint outside the fourteen (14) day period will be at the sole discretion of the “VMFL” Executive Director, or designate. This decision may not be appealed.
8. The Executive Director, or designate, will determine whether the complaint is frivolous or vexatious. If the Executive Director, or designate, determines the complaint is frivolous or vexatious, the complaint will be dismissed immediately.
9. If a complaint is determined by the Executive Director, or designate, to be legitimate, the complaint will be designated as a minor infraction or a major infraction and dealt with according to the appropriate sections of this Policy. It will be at the sole discretion of the Executive Director, or designate, to determine whether a complaint is to be dealt with as a major or minor infraction. This decision cannot be appealed.
10. If the incident is to be dealt with as a minor infraction, the Executive Director, or designate, will inform the parties, and the matter will be dealt with according to the section relating to minor infractions.
11. If the incident is to be dealt with as a major infraction and if the Executive Director, or designate, will inform the parties, and the matter will be dealt with according to the section relating to major infractions.
12. This Policy does not prevent an appropriate person having authority from taking immediate, informal or corrective action in response to behavior that constitutes either a minor or major infraction provided that the individual being disciplined is told the nature of the infraction and has an opportunity to provide information concerning the incident. Further sanctions may be applied in accordance with the procedures set out in this Policy.

## Minor Infractions

13. Examples of minor infractions include, but are not limited to, a single incident of:
  - a) Disrespectful, offensive, abusive, racist or sexist comments or behavior directed towards others;
  - b) Conduct contrary to the ideals of respect such as angry outbursts or argument;
  - c) Being late for or absent from “VMFL” events and activities at which attendance is expected or required; and
  - d) Non-compliance with the policies, procedures, rules and regulations under which the “VMFL” is governed.
14. All disciplinary situations involving minor infractions occurring within the jurisdiction of the “VMFL” will be dealt with by the appropriate person having authority over the situation and the individual involved (the person in authority may include, but is not restricted to, coach, team manager, team leader, “VMFL” staff).

15. Procedures for dealing with minor infractions will be informal as compared to those for major infractions and will be determined at the discretion of the person responsible for discipline of such infractions (as noted above in point 14). This is provided that the individual being disciplined is told the nature of the infraction and has an opportunity to provide information concerning the incident.
16. Sanctions for minor infractions, which may be applied singly or in combination, include the following:
  - a) Verbal or written reprimand which may be placed in the individual's file;
  - b) Verbal or written apology;
  - c) Written apology;
  - d) Service or other voluntary contribution to "VMFL";
  - e) Suspension from the current activity or event; or
  - f) Any other sanction considered appropriate for the offense.
17. Minor infractions that result in discipline will be recorded and maintained by the "VMFL". Repeat minor infractions may result in further such incident being considered a major infraction.

### **Major Infractions**

18. Major infractions are instances of misconduct that result, or have the potential to result, in harm to other persons or to "VMFL".
19. Examples of major infractions include, but are not limited to:
  - a) Repeated incidents of disrespectful, offensive, abusive, racist or sexist comments or behavior directed towards others;
  - b) Repeated conduct contrary to the ideals of respect such as angry outbursts or argument;
  - c) Repeated incidents of being late for or absent from "VMFL" events and activities at which attendance is expected or required;
  - d) Activities or behavior which interfere with a competition or with any athlete's preparation for competition;
  - e) Incidents of physical abuse;
  - f) Pranks, jokes or other activities that endanger the safety of others;
  - g) Disregard for the policies, procedures, rules and regulations under which "VMFL" events are conducted;
  - h) Conduct which results in harm to the image, credibility or reputation of "VMFL" and/or its' sponsors;
  - i) Abusive use of alcohol where abuse means a level of consumption that impairs the individual's ability to speak, walk or drive; causes the individual to behave in a disruptive manner; or interferes with the individual's ability to perform effectively and safely;
  - j) Any use of alcohol by minors;
  - k) Any use of illicit drugs and narcotics; or
  - l) Any use of banned performance enhancing drugs or methods.

***Note:** The definition of "repeated" will depend on the severity of the infraction and frequency of offences within a given time to be determined by the "VMFL" at its sole discretion.*

20. Major infractions occurring within competition may be dealt with immediately, if necessary, by a “VMFL” Delegate in a position of authority, provided the individual being disciplined is told the nature of the infraction and has an opportunity to provide information concerning the incident. In such situations, disciplinary sanctions will be for the duration of the competition only. Further sanctions may be applied but only after review of the matter in accordance with the procedures set out in this Policy. This review does not replace the appeal provisions of this Policy.

## **Section 19 - Discipline Panel and Hearing Policy**

21. Within fourteen (14) days of notifying the respondent of a complaint of a major infraction, the Executive Director, or designate, at their sole discretion, will appoint a Discipline Panel (“Panel”) of 1-3 individuals to hear the complaint. The members of the Panel will select from themselves a Chairperson.
22. Members of the Panel will have had no involvement with the alleged infraction; and will be free from any other bias or conflict of interest.
23. The Panel will hold the hearing as soon as possible, but not more than thirty (30) days after being appointed.
24. Having regard to the nature of the discipline matter and the potential consequences of any resulting sanctions, the Panel will decide to conduct the hearing by way of review of documentary evidence or by way of oral hearing. If the Panel decides to conduct an oral hearing, it may decide to do so in-person or by means of telephone conference.

### **Preliminary Meeting**

25. The Panel may determine that the circumstances of the complaint warrant a preliminary meeting. The Panel may delegate to one of its members the authority to deal with preliminary matters, which may include but are not limited to:
  - a) Format (hearing by documentary evidence, oral hearing or a combination of both);
  - b) Date and location of the hearing;
  - c) Timelines for the exchange of documents;
  - d) Clarification of issues in dispute;
  - e) Any procedural matters including order and procedure of the hearing;
  - f) Remedies sought;
  - g) Evidence to be brought before the hearing;
  - h) Identification of any witnesses; or
  - i) Any other procedural matter that may assist in expediting the hearing.

### **Documentary Review**

26. Where the Panel has determined that the appeal will be held by way of documentary submissions, the Panel will govern the hearing fairly and as it sees fit, provided that:
  - a) All parties are given a reasonable opportunity to provide written submissions to the Panel, to review written submissions of the other parties, and to provide written rebuttal and argument; and
  - b) The applicable principles and timelines set out by the Panel are respected.

### **Oral Hearing**

27. Where the Panel has determined that the appeal will be held by way of oral hearing, the Panel will govern the hearing fairly and as it sees fit, provided that:
- a) The affected parties will be given three (3) days written notice of the day, time and place of the hearing;
  - b) The affected parties will be provided copies of all evidence to be relied upon;
  - c) Decisions will be by majority vote where the Chairperson carries a vote;
  - d) Panel members will refrain from communicating with the parties except in the presence of, or copy to, the other parties;
  - e) The parties may be accompanied by a representative;
  - f) The individual being disciplined will have the right to present evidence and argument;
  - g) Any party potentially affected by the matter may be made party to the hearing by the Panel;
  - h) The Panel may request that any witness be present at the hearing or submit written evidence in advance of the hearing;
  - i) If the individual being disciplined chooses not to participate in the hearing, the hearing will nonetheless proceed;
  - j) The hearing will be held in private;
  - k) Each party will bear their own costs;
  - l) Once appointed, the Panel will have the authority to abridge or extend timelines associated with any aspect of the hearing.
28. After hearing the matter, the Panel will determine whether or not the individual will be sanctioned, and if so, will determine the appropriate penalty to be imposed and any measures to mitigate the harm suffered by others as a result. The Panel's written decision, with reasons, will be distributed to all parties, the President, or designate, and "VMFL" within fourteen (14) days of the conclusion of the hearing.
29. Where the individual acknowledges the facts of the incident, he or she may waive the hearing, in which case the Panel will determine the appropriate disciplinary sanction. The Panel may hold a hearing for the purpose of determining an appropriate sanction.
30. If the individual being disciplined chooses not to participate in the hearing, the hearing may proceed in any event.

### **Sanctions**

31. The Panel may apply the following disciplinary sanctions singly or in combination, for major infractions:
- a) Written reprimand to be placed in the individual's file;
  - b) Written apology;
  - c) Removal of certain privileges of membership;
  - d) Suspension\* from certain "VMFL" teams, events and/or activities;
  - e) Payment of a financial fine in an amount to be determined by the Panel;
  - f) Suspension\* from all "VMFL" activities for a designated period of time;
  - g) Suspension\* of "VMFL" funding;
  - h) Expulsion\* from membership;
  - i) Publication of the Panel's decision;
  - j) Other sanctions as may be considered appropriate for the offense.

32. Unless the Panel decides otherwise, any disciplinary sanctions will commence immediately. Failure to comply with a sanction as determined by the Panel will result in automatic suspension of membership in “VMFL” until such time as compliance occurs.
33. In applying sanctions, the Panel may have regard to the following aggravating or mitigating circumstances:
- a) The nature and severity of the incident;
  - b) Whether the incident is a first offense or has occurred repeatedly;
  - c) The individual's acknowledgment of responsibility,
  - d) The individual's remorse and post-infraction conduct;
  - e) The age, maturity or experience of the individual;
  - f) Whether the individual retaliated; and
  - g) The individual's prospects for rehabilitation.
34. A written record will be maintained by “VMFL” at their head office for major infractions that result in a sanction.

### **Serious Infractions**

35. The Executive Director, or designate, may determine that an alleged incident is of such seriousness as to warrant suspension of the individual pending a hearing and a decision of the Panel.
36. Where it is brought to the attention of the Executive Director, or designate, that a “VMFL” Member has been charged with an offence under the Criminal Code, or has previously been convicted of a criminal offence, the Executive Director, or designate, may suspend the “VMFL” Representative pending further investigation, a hearing or a decision of the Panel.
37. Notwithstanding the procedures set out in this Policy, any “VMFL” Member who is convicted of a criminal offense involving sexual exploitation, invitation to sexual touching, sexual interference, sexual assault or aggravated assault will face automatic suspension from participating in any activities of the “VMFL” for a period of time corresponding to the length of the criminal sentence imposed by the court, and may face further disciplinary action by the “VMFL” in accordance with this Policy and the “VMFL” Screening Policy.

### **Timelines**

38. If the circumstances of the complaint are such that this policy will not allow a timely conclusion, or if the circumstances of the complaint are such the complaint cannot be concluded within the timelines dictated in this policy, the Panel may direct that these timelines be revised.

### **Confidentiality**

39. The discipline and complaints process is confidential involving only the parties, the Executive Director, or designate and case manager, if any. Once initiated and until a decision is released, none of the parties will disclose confidential information relating to the discipline or complaint to any person not involved in the proceedings.

### **Appeals Procedure**

40. The decision of the Panel may be appealed in accordance with the “VMFL’s” Appeal Policy.

## INCIDENT REPORT

Date and time of incident: \_\_\_\_\_

Name of writer: \_\_\_\_\_ Position: \_\_\_\_\_

Location of Incident: \_\_\_\_\_

This incident is a:    \_\_\_\_\_ minor infraction    \_\_\_\_\_ major infraction

Individual(s) involved in the incident:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Objective description of the incident (please be concise, accurate and non-judgmental):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Names of individuals who observed the incident:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Disciplinary action that was taken (if applicable):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature of writer: \_\_\_\_\_ Date: \_\_\_\_\_

## Section 20 - APPEAL POLICY

### Definitions

1. These terms will have these meanings in this policy:
  - a) “*Appellant*”- The party appealing a decision.
  - b) “*Days*” –Days irrespective of weekends or holidays.
  - c) “*VMFL Member*”- All categories of membership within **VMFL**.
  - d) “*Respondent*” - The body whose decision is being appealed.

### Purpose

2. **VMFL** is committed to providing an environment in which all members are treated with respect. Irresponsible behavior by members can result in severe damage to the sport and to the support of **VMFL**. Conduct that violates these values may be subject to sanctions pursuant to **VMFL**'s Discipline and Complaints Policy. Since sanctions may be applied, it is only fair to provide **VMFL** Members with some mechanism to appeal what may appear to be unfair treatment. The purpose of this Appeal Policy is to enable appeals within **VMFL** to be dealt with fairly, expeditiously and affordably.

### Scope and Application of this Policy

3. Any **VMFL** Member who is directly affected by a decision of **VMFL** will have to right to appeal that decision, provided there are sufficient grounds for the appeal as set out in Section 7 of this Policy, to the next higher governing organization as set out in the table below:
4. This Policy will not apply to decisions relating to:
  - a) Matters of employment;
  - b) Infractions for doping offences;
  - c) The rules of football;
  - d) Matters relating to the substance, content and establishment of team selection criteria;
  - e) Volunteer appointments and the withdrawal or termination of those appointments;
  - f) Matters of budgeting and budget implementation;
  - g) Matters of operational structure and committees; and
  - h) Discipline matters and decisions arising during events organized by entities other than **VMFL**, which are dealt with pursuant to the policies of these other entities;
  - i) Any decisions made under Paragraphs 6 and 9 of this Policy.

### Timing of Appeal

5. **VMFL** Members who wish to appeal a decision will have fourteen (14) days from the date on which they received notice of the decision, to submit in writing to the head office of **VMFL** the following:
  - a) Notice of their intention to appeal,
  - b) Grounds for the appeal,
  - c) All evidence that supports these grounds,
  - d) The remedy or remedies requested, and
  - e) A payment of two hundred fifty dollars (\$250), which will be refunded if the appeal is successful.

6. Any party wishing to initiate an appeal beyond the fourteen (14) day period must provide a written request stating reasons for an exemption to the requirement of Paragraph 5. The decision to allow, or not allow an appeal outside the 14-day period will be at the sole discretion of the President, or designate, and may not be appealed.

### **Grounds for Appeal**

7. A decision cannot be appealed on its merits alone. An appeal may be heard only if there are sufficient grounds for appeal. Sufficient grounds include the respondent:

- a) Making a decision for which it did not have authority or jurisdiction as set out in VMFL's governing documents;
- b) Making a decision based on a policy that is illegal or contrary to a statutory provision;
- c) Failing to follow procedures as laid out in the bylaws or approved policies of VMFL, or
- d) Making a decision that was influenced by bias, where bias is defined as a lack of neutrality to such an extent that the decision-maker is unable to consider other views.

### **Screening of Appeal**

8. Within twenty-one (21) days of receiving the notice and grounds of an appeal and the required fee, the President, or designate if the President is not available or not able to act in this capacity because of a conflict of interest or any other reason, will determine whether there are appropriate grounds for the appeal to proceed as set out in Section 7. The President, or designate, is not to determine if an error has been made but only if the appeal is based on such an allegation of error by the Respondent.

9. If the appeal is denied on the basis of insufficient grounds, the Appellant will be notified of this decision in writing, giving reasons. This decision is at the sole discretion of the President, or designate, and may not be appealed.

### **Appeals Panel**

10. If the President, or designate, is satisfied that there are sufficient grounds for an appeal the President, or designate will establish an Appeals Panel within fourteen (14) days (hereafter referred to as the "Panel") as follows:

- a) The Panel will be comprised of one - three persons who will have no significant relationship with the affected parties, will have had no involvement with the decision being appealed, and will be free from any other actual or perceived bias or conflict.
- b) The President, or designate, will appoint one person to act as Chairperson.

## **Preliminary Conference**

11. The Panel may determine that the circumstances of the appeal warrant a preliminary conference. The matters that may be considered at a preliminary conference include:

- a) Format of the appeal (hearing by documentary evidence, oral hearing or a combination of both);
- b) Timelines for exchange of documents;
- c) Clarification of issues in dispute;
- d) Clarification of evidence to be presented to the Panel;
- e) Order and procedure of hearing;
- f) Location of hearing, where the hearing is an oral hearing;
- g) Identification of witnesses;
- h) Remedies sought ; and
- i) Any other procedural matter that may assist in expediting the appeal proceedings.

12. The Panel may delegate to its Chairperson the authority to deal with these preliminary matters on behalf of the Panel.

## **Procedure for the Hearing**

13. The Panel may conduct the hearing by means of documentary review, conference call, or in person.

14. Where the Panel has determined that the appeal will be held by way of oral hearing in person or via conference call, the Panel will govern the hearing by such procedures as it deems appropriate, provided that:

- a) The hearing will be held within twenty-one (21) days of the Panel's appointment.
- b) The Appellant and Respondent will be given three (3) days written notice of the date, time and place of the hearing.
- c) Decisions will be by majority vote, where the Chairperson carries a vote.
- d) Copies of written documents that any of the parties would like the Panel to consider will be provided to the Panel and to all other parties at least three (3) days prior to the hearing.
- e) If the decision of the Panel may affect another party to the extent that the other party would have recourse to an appeal in their own right under this policy, that party will become a party to the appeal in question and will be bound by its outcome.
- f) A representative or advisor, including legal counsel may accompany any of the parties.
- g) The Panel may direct any other person to participate or present evidence in the appeal.
- h) Unless otherwise agreed by the parties, there will be no communication between the Panel and the parties except in the presence of, or by copy to, the other parties.

## **Procedure for Documentary Appeal**

15. Where the Panel has determined that the appeal will be held by way of documentary submissions, it will govern the appeal by such procedures as it deems appropriate provided that:

- a) All parties are given a reasonable opportunity to provide written submissions to the Panel, to review written submissions of the other parties, and to provide written rebuttal and argument; and
- b) The applicable principles and timelines set out in Section 14 are respected.

## Appeal Decision

16. Within fourteen (14) days of concluding the appeal, the Panel will issue its written decision, with reasons. In making its decision, the Panel will have no greater authority than that of the original decision-maker. The Panel may decide to:

- a) Reject the appeal and confirm the decision being appealed; or
- b) Uphold the appeal and refer the matter back to the initial decision-maker for a new decision; or
- c) Uphold the appeal and vary the decision; and
- d) Determine how costs of the appeal, excluding legal fees and legal disbursements of any of the parties, will be allocated, if at all.
- e) Refund the appeal fee of \$250 to the Appellant.

17. A copy of the decision will be provided to each of the parties and to **VMFL**.

18. In extraordinary circumstances, the Panel may issue a verbal decision or a summary written decision, with reasons to follow, provided the written decision with reasons is rendered within the timelines specified in this policy.

## Timelines

19. If the circumstances of the dispute are such that this policy will not allow a timely appeal, or if the circumstances of the disputes are such the appeal cannot be concluded within the timelines dictated in this policy, the Panel may direct that these timelines be revised.

## Confidentiality

20. The discipline and complaints process is confidential involving only the parties, the Executive Director, or designate and case manager, if any. Once initiated and until a decision is released, none of the parties will disclose confidential information relating to the discipline or complaint to any person not involved in the proceedings.

## Final and Binding Decision

21. The decision of the Panel will be binding on the parties and on all **VMFL** Members, subject only to the provisions of further appeal in accordance with Table 1 and BC Football's Dispute Resolution Policy.

22. No action or legal proceeding will be commenced against **VMFL** in respect of a dispute, unless **VMFL** has refused or failed to abide by the provisions for appeal and/or dispute resolution as set out herein.

## Section 21 - Forfeited Games

- A) If, according to the VMFL Handbook, if an association cannot field a team for a VMFL scheduled game, that association shall pay a forfeit fee of \$100.00 per game, **except Flag \$25.00**. The association must also pay for cost of officials, unless the allocator of officials is notified a minimum of 72 hours prior to game day. The VMFL will pay the team not at fault the forfeit fee collected from the forfeiting association. After two (2) forfeits, the League Commissioner will chair a committee to investigate whether the association should fold the team in question.
- B) Refer to Section 14 B) for scoring in forfeited games.
- C) All monies (League fees, forfeited games, and all fines imposed by the Executive etc.) in arrears must be paid up before qualifying for playoffs, if not eligible for playoffs the monies in arrears will be added to next year's membership fees.
- D) Prior to the VMFL yearly scheduling, all VMFL associations will have their football insurance fees paid in full to Football BC and all other VMFL fees, dues or fines shall be paid in full or that association will not be scheduled for that football year. (03/97)
- E) Home team pays for the officials even if the game is moved to another park.
- F) Home association must furnish a Game Commissioner before the game can start or game is forfeited.
- G) **If the minimum number of dressed players is not met it will be noted on the commissioner's report and both Head Coaches agree to play then the game can be played.**

## Miscellaneous

### Section 22 - Damage at Parks

- A) Any damage done by any team, who uses the dressing rooms of the home team, will result in the damage being assessed to the Association concerned, which will pay for all damages done, after the League Commissioner's investigation of said game and damage.
- B) Further action to the people concerned may result after the League Commissioner's investigation, if he/she sees fit that further action is necessary.
- C) Local Parks and Recreation will be notified regarding any damage.

### Section 23 - Special Events

- A) All Summer tournaments must be sanctioned by the VMFL. All participating teams must be listed for approval by the host association running the tournament, so that the VMFL has a list of participating teams. (01/93)  
All tournament and exhibition games with VMFL teams will be sanctioned under VMFL rules with respect to the conduct of players and coaching staff. (01/93)
- B) The Vancouver Mainland Championship (VMFC) will be held for all divisions on one specific day, at one selected park, as agreed by VMFL Executive.

## **Section 24 - Coaching Certification**

VMFL coaches need to achieve minimum coaching standards in all levels of contact football in order to ensure that all participants receive the safest and highest quality of coaching possible.

No coach in the VMFL shall be permitted to actively coach unless they meet minimum standards of certification.

Teams or associations failing to comply with the requirements of minimum coaching certification will not be sanctioned by VMFL

In order for teams and associations to continue to qualify for liability insurance as provided by Football B.C. they must adhere to the above policies.

All associations are required to submit a complete list of head coaches and assistants and their level of certification by June of each year.

Certification clinics will be held by Football B.C. each year to ensure that all non-certified coaches are given the opportunity to comply with the minimum certification standards adopted by VMFL.

VMFL may request additional certifications clinics be held by Football B.C. if there are 10 or more coaches that need certification.

For the health safety of all participants there should be competent personnel available at every team practice and at every game to administer medical aid if necessary. The following qualifications are recognized:

- Doctor
- Registered Nurse
- Practical Nurse
- Sports Aid Certification
- Para Medic
- Industrial First Aid
- Basic St. Johns Ambulance

### **Standards**

FLAG, ATOM and PEEWEE

(OLD NCCP) Certified Level: Technical-1 and Theory-1

(NEW NCCP) Certified Level: Community Sport Stream

JUNIOR BANTAM, BANTAM and MIDGET

(OLD NCCP) Certified Level: Technical-2 and Theory-1

(NEW NCCP) Certified Level: Competition Stream

\* COACHES ENTERING VMFL AFTER CERTIFICATION COURSES HAVE RUN WILL NOT HAVE TO BE CERTIFIED UNTIL THE FOLLOWING YEAR.

## Section 25 - Player Release

- A) Equipment issued in the current year must be turned in to original association prior to signing with another association. When equipment is turned in, it is to be in good condition.
- B) Failure to comply with Section 24(A) makes the player(s) ineligible to play.
- C) A player's name cannot appear on two different association verified rosters. A VMFL release form must be issued to release player from first Association. **VMFL Player Release Form – In Season Appendix E -2**
- D) **All Players that move to a new association must obtain a VMFL release form from their previous association. VMFL Player Release Form – Off season Appendix E -1**

## Section 26 – Atom / 9 Man Division Rules

**Atom / 9 Man** : Playing field is 50 yards by 110 yards  
Goal post need not be centered.

Maximum number of players on the field is nine (9) per team. There must be three (3) Interior linemen (Ineligible) with five (5) altogether on the line. An example would be:

```
  O O O O O
  E G C G E
    O
    QB      O
    O O      R
    TB FB
```

\* Bold Players are ineligible.

Basically, you remove the two tackles and one receiver, leaving the 9 man configuration  
You will be allowed one (1) coach per team at a time on the field, until frozen roster date.  
Converts will be as follows: Ball will be given to holder, using convert tee. Full rush play will commence on referee's whistle.

**Atom Only** - Punts will be as follows: Ball will be given to Punter. Full rush play will commence on referee's whistle. The penalty for no yards will be 5 yards.

**All other rules for Atom / 9Man are as per VMFL Handbook and Canadian Rule Book for Tackle Football (CRBTF).**

## Section 27 - FLAG FOOTBALL RULES

### 1. Age of Players

Flag players shall be 6 or 7 years old

### 2. Roster size

The minimum roster size for a team is 9. The maximum roster for a team is 23 players. In the event a team has less than 9 players the opposing team will lend enough players to bring the opposing team to 9 players. New players will be loaned at halftime. A copy of the roster shall be provided to the game commissioner, opposing coach and game announcer. Rosters shall be treated as per the VMFL Handbook.

### 3. Field Size

The playing field shall be 50 yards wide, 15 yards narrower than regulation field, **by 50 yards long** but the goal posts need not be at the goal line nor centered.

### 4. Injuries

Any player who, by decision of the referee, is injured twice in any game or who sustains a head injury or who complains of a headache shall leave the field for the balance of the game.

### 5. Timing of the Game

(a) Each game shall consist of **two (2) 24 minute "running time" halves**. Only two time outs per team per half will be allowed. The 35 second time count rule shall be used as per the tackle rule book. Game must end of the time the next scheduled game is to start. (Referees may have to shorten playing time to accommodate next game scheduled for the field).

(b) One coach from each team shall have unrestricted access to the playing field at all times.

(c) During time outs, one additional coach from each team may be allowed on the field, instead of the team coming to the side lines.

### Uniforms

A) Each player shall have a numbered team sweater or jersey, which shall be tucked into the pants at all times. Football pants or equivalent (no baggy sweatpants) shall be worn. Helmets and padding is not permitted. Tennis, running, gym or molded football cleats are to be worn, but no metal or screw cleats are permitted.

B) Two flags, 2 inches by 14 inches, must be worn by each player. The flags must be attached by Velcro to a belt. The flags must be worn at the point of the hip. The flags and Belts will be purchased through **MVP Athletic Supplies Unit # 2108012 (Shawn 604-525-8833)**. The attached Flags shall be of a colour which contrasts, with the colour of the pants. Colour of the uniforms and flags shall be handed into VMFL, before the season starts.

### 8. Field Equipment

The home team shall supply the Game Ball as per (Table T2-A), down boxes, yard markers and down chains.

9. **Kickoffs**

- (a) The ball shall be kicked off from center field. There will be no onside kicks.
- (b) Kickoff team cannot receive the ball, if kickoff team touches the ball, there will be a five yard penalty, from line of scrimmage and the ball will be kicked over.

10. **A Tackle**

- (a) A tackle is made when one or both flags are pulled or brushed off by a defending player. Offensive players handling, receiving or carrying the ball must have both flags attached. The penalty for not having both flags attached is the loss of the down.
- (b) When a ball carrier who, after crossing the line of scrimmage, loses one or both flags (without having been contacted by a defending player), he/she shall proceed uninterrupted with no penalty being assessed.
- (c) If the ball carrier who does not have both flags attached after crossing the line of scrimmage, is contacted in any manner by a defending player, the ball shall be ruled dead, at that point, and no penalty shall be assessed.
- (d) Should the official blow the whistle and stop the play in error, when the flag is still attached to the offensive player carrying the ball, the offensive team shall have the choice of taking the ball from where it was whistled dead or having the play repeated from the original line of scrimmage and the down repeated.

11. **Blocking**

Unlimited downfield blocking is permitted by all players but contact shall be made above the waist and below the neck from a standing position. Blocking with arms fully extended, and hands open, palms facing out is permitted.

12. **Kicking Converts**

- (a) All convert will be kicked.
- (b) "When kicking a convert, only the holder and kicker are to be on the field. Ball placed on the 7 yard line using one (1) inch convert or field goal type tee".

13. **Eligible Receivers**

All offensive players are considered eligible receivers.

14. **Scoring**

Touchdown	3 points
Field Goal	2 points
Safety Touch	2 points
Kicked convert	1 points
Punt either through the end zone or not returned out of the end zone by the receiving team	1 point

15. **Unnecessary Roughness**

Straight arming, forearm shivers or forcing the ball carrier out of bounds constitutes rough play. If the ball carrier is deliberately knocked down in order to halt his/her forward progress or if the ball carrier deliberately charges a potential tackler, such unnecessary roughness will result in a **penalty of 20 yards** and the loss of the down.

16. **Protecting the Flag**

A penalty of ten yards at the point of infraction, with the down continuing, shall be assessed against the team or ball carrier who tries to prevent his/her flags from being pulled off by spinning, by guarding with the hands, or jumping, or pushing off.

17. **Holding**

Holding the ball carrier will be, encircling the ball carrier by the player's arms, or intentionally holding or grabbing an opponent's clothing, shall result in a 10 yard penalty against the team of the offending player, the down shall be repeated.

18. **Official to Maintain Order**

The official assesses a 10 yard penalty against a team for abusive, unsportsmanlike or unsafe behavior of players, coaches, or others associated with that club or team. Further action may be taken by the League Commissioner after review of game report. (See VMFL Section 15).

19. **Punts**

- (a) A punt not traveling ten yards from the line of scrimmage, shall be whistled dead, and the ball awarded to the receiving team, at the point of infraction.
- (b) Punting team cannot touch ball, 5 yard penalty will be assessed and ball re kicked.
- (c) The penalty for no yards will be 5 yards.

20. **Mouth Guards**

Mouth guards shall be worn by all players. An official warning shall be given on the first offense and on the second offense; the player shall leave the field for that half.

21. **Casts and Splints**

No player will be allowed on the playing field wearing a cast or splint. There will be no exceptions to this rule.

22. **Fouls and Penalties**

As per sections 15-17 in VMFL handbook

23. **Fumbles**

When ball is fumbled, it will be blown dead at the spot of fumble.

24. **Fumble Recovery**

Team with last possession to retain the ball.

25. All teams shall be governed by the Canadian Rule Book for Tackle Football (CRBTF).
26. When trying a field goal, only the holder and kicker are to be on the field. It should be noted this rule and rule 12(b) are intended to avoid possible injury to unprotected players.
27. If a team does not show up for a scheduled game it will be considered a forfeit and the team will be assessed a **\$25** fine.

VMFL 2010 Handbook

# ADMINISTRATION

## Section 28

- 1) Each VMFL association has one vote at all meetings.
- 2) **All rule changes must be submitted to the VMFL Commissioner 30 days prior to the AGM.**
- 3) VMFL meetings to be held on the 1st Wednesday of each month as needed.
- 4) No special meetings will be called to debate the merits of a motion or handbook rule approved by VMFL Presidents.
- 5) The VMFL Executive will only enforce motions and handbook rules approved by the VMFL Presidents.
- 6) A VMFL Executive review committee shall be available to review situations or incidents not covered by the VMFL handbook or irregularities that the committee becomes aware of.
- 7) All cash fines and penalties collected by the VMFL will be paid out to the Make a Wish Foundation at year end.
- 8) Associations assessment will be \$250.00 for a missed meeting.
- 9) A written protest is a statement of disapproval only and does not take the place of a grievance.
- 10) Associations must include the VMFL in notification of their AGM. Each association will submit a complete list with contact information of their executive members to the VMFL secretary within 30 days of their AGM. Failure to do so will result in a \$250.00 fine.
- 11) Each association will complete a listing of their coaches by August 1st with the necessary information needed for the VMFL secretary. Failure to do so will result in a \$250.00 fine.
- 12) **Delete**
- 13) If a President is unable to attend a Presidents' meeting, they shall have a name registered with the VMFL secretary who may vote in place of the President, if unable to attend due to illness, work or holidays. All information will only be sent to the association presidents and it will be up to him/her to communicate with their designate.
- 14) Each association to confirm teams for scheduling by August 1<sup>st</sup>. Associations who do not follow this will be imposed a fined of \$1000.00. These monies will be given to "Make a Wish" at year end by VMFL.
- 15) Associations who drop teams after three weeks of the start of first league game will forfeit each game of the schedule at the normal forfeiture game cost.
- 16) VMFL to supply each member club one (1) handbook for each team they had the previous year, plus 2 extra.
- 17) Minimum number dressed shall take precedence of minimum number on verified roster just for 1st week of schedule.

- 18) All VMFL associations are to have all fines and fees paid in full to the VMFL prior to the AGM, or the association will not have a vote during the AGM or at any VMFL meeting.
- 19) All VMFL associations to join BCCFA, membership fees will be included with your VMFL fees invoice. There will be fees paid in addition if teams qualify for BCCFA finals.
- 20) VMFL teams who qualify for the Provincial Finals shall have their fees paid for that event by the VMFL as long as funds are available.
- 21) Associations are to provide a copy of stamped form 11 or certificate of good standing to the VMFL Secretary by no later than June 1<sup>st</sup>
- 22) VMFL Associations will forward to the VMFL upon request within 30 days of their AGM a copy of their Financial Statement, their Society Act and By-Laws and their Form 11 as filed with Victoria. If not handed in, there will be no scheduling of games. (Passed April 1998)

## **Section 29 - Coaches Code of Conduct**

The VMFL requires all association Head Coaches, Assistant Coaches, and Associate Coaches to abide by the code of conduct includes in the following provisions. The VMFL executive will have the right to remove or suspend any coach that fails to comply with the provisions.

### **All Coaches shall comply with the following:**

- Create an atmosphere of good sportsmanship and respect for the players to develop within. Give all players the opportunity to improve their skills, gain confidence and develop self-esteem.
- Act towards all players, other coaches, parents and officials in a manner characterized by courtesy, good faith and respect regardless of race, sex, creed or ability
- Coaches must abide by the rules and policies as set out in the VMFL handbook.
- Coaches are to familiarize themselves with the rules, techniques and strategies of football. In addition to being a positive role model for the players.
- Never openly criticize players, coaches, parents, officials or association members. Coaches must reserve constructive criticism for private meetings arranged with appropriate party (s).
- Agree to follow directives issued by the Association and VMFL Executive Board and/or Coaches Committee whether written or verbal.
- Use of tobacco products, drugs or alcoholic beverages is prohibited on game or practice fields or near or around players of the team.
- Coaches will not allow an ineligible or injured player to participate in practices or games.
- Coaches agree to inform the association president or Coaches Committee of any challenges with a player or parent immediately as the incident arises.
- The use of profanity or abusive language toward a player, official, parent, volunteer, or spectator is prohibited at all times.
- Coaches will abide by home association and park rules when playing opposing teams at visiting parks.
- Coaches are to check and ensure all players are fit and properly equipped before allowing them to participate in a practice or game.
- Coaches will read and acknowledge the responsibilities as stated in the VMFL Policy Manual attached to this document

## **Coaches Responsibilities**

The principal of respect for all participants challenges coaches to act in a manner respectful of the dignity of all participants in Football. Fundamental to this principal is the basic assumption that each person has value and is worthy of respect.

## **ALL COACHES MUST:**

- Be aware of significant pressure in a players' life, e.g. school, family, and financial pressure, and coach in a manner that fosters positive life experiences.
- Be acutely aware of the power in coaching relationships and, therefore, avoid intimacy with players, both during coaching and during that period following coaching when imbalance in power could jeopardize effective decision-making.
- Abstain from and refuse to tolerate in others all forms of harassment and loss of self-esteem.
- Act toward players, other coaches, parents and officials in a manner characterized by courtesy, good faith and respect.
- Recognize and address harmful personal practices of others in football, e.g. drugs and alcohol, physical and mental abuse, and misuse of power.
- Strive to be fully present, physically and mentally, in the performance of coaching duties.
- Ensure players train and perform in suitable and safe settings.
- Act in the best interest of the player development as a whole person.
- Be honest, sincere and honorable in all relationships with players, parents, officials and other coaches.
- No use of Tobacco products around the team or field.

**The Coaching staff is under the direction of the Head Coach; all other coaches will be considered Assistant Coaches.**

## **HEAD COACH**

- The Head Coach is responsible for the players of his/her team and will make sure all players are picked up or other arrangements are made before the Head Coach shall leave the park, both practice and games.
- In the absence of the Head Coach, the Head Coach shall appoint an Acting Head Coach for any VMFL game.
- The Head Coach is responsible for the actions and behavior of all his/her Assistant Coaches.
- The Head Coach has final responsibility for his/her actions, also of his/her Assistant Coaches, players, staff and parents. They are also responsible for any and all misconduct by anyone on their sidelines before, during and after a game, including but not limited to taunting, fighting, and verbal abuse of officials. These actions can result in game suspensions by either the league commissioner or the VMFL Executive.

## **Acknowledgement**

I have read and understand the items in the Coaches Code of Conduct and agree to abide by the provision as they are set forth in the document. I have also read, understand and agree to the VMFL 'Coaches Responsibilities' as written above.

I understand that non-compliance to the Code of Conduct can result in my suspension, removal or further action taken by the VMFL Executive.



# Vancouver Mainland Football League

13750 – 88<sup>th</sup> Avenue, Surrey, BC V3W 3L1 Ph 604 726-6280 Fax 604 539-0394

Association \_\_\_\_\_

Team Name \_\_\_\_\_ Division \_\_\_\_\_

Association President \_\_\_\_\_  
Signed \_\_\_\_\_

## **Head Coach**

\_\_\_\_\_  
Print Name \_\_\_\_\_ Signed \_\_\_\_\_

## **Assistants**

\_\_\_\_\_  
Print Name \_\_\_\_\_ Signed \_\_\_\_\_

\_\_\_\_\_  
Print Name \_\_\_\_\_ Signed \_\_\_\_\_

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