

ESTABLISHED IN 1943

**ALABAMA RECREATION  
& PARKS ASSOCIATION**

# 2009 Recreational Sports Manual

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## ARPA RECREATIONAL SPORTS MANUAL

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2009

**ARPA STATE COMPETITIONS**

EVENT	LOCATION	BID FEE	ENTRY FEE	DATE
8 & Under Boys Basketball	Gadsden	\$10,000.00	\$100.00	March 13-15
10 & Under Boys Basketball	Gadsden		\$100.00	March 13-15
12 & Under Boys Basketball	Gadsden	for All	\$100.00	March 13-15
14 & Under Boys Basketball	Gadsden	Boys	\$100.00	March 13-15
18 & Under Boys Basketball	Gadsden		\$100.00	March 13-15
8 & Under Girls Basketball	Gadsden		\$100.00	March 13-15
10 & Under Girls Basketball	Gadsden	for All	\$100.00	March 13-15
12 & Under Girls Basketball	Gadsden	Girls	\$100.00	March 13-15
All Ages Girls Fastpitch Softball	Winfield	\$4,150.00	\$110.00	July 10-12
Swimming and Diving	Cullman	\$6,103.00	See Manual	July 23-25
9 & Under Soccer	Dothan	\$6,500.00	\$100.00	Nov. 21-22
11 & Under Soccer	Dothan	for All	\$100.00	Nov. 21-22
13 & Under Soccer	Dothan	Ages	\$100.00	Nov. 21-22
15 & Under Soccer	Dothan	Boys &	\$100.00	Nov. 21-22
18 & Under Soccer	Dothan	Girls	\$100.00	Nov. 21-22

**NOTE:** The reason to leave the third weekend in July open is because the Recreational Sports Committee would like to suggest that all districts have their District Swimming and Diving on these dates.

**ALABAMA RECREATION AND PARKS ASSOCIATION  
RECREATIONAL SPORTS COMMITTEE  
2009 MEETING DATES**

<u>DATE</u>	<u>DAY</u>	<u>TIME</u>	<u>LOCATION</u>
February 4	Wednesday	10:00 a.m.	Montgomery
April 8	Wednesday	10:00 a.m.	Montgomery
May 6	Wednesday	10:00 a.m.	Montgomery
July 8	Wednesday	10:00 a.m.	Montgomery
September	TBA	TBA	TBA

**\* All RULE CHANGES DUE BY MAY 1, 2009  
\* All BIDS TO BE RECEIVED BY JUNE 26, 2009**

## 2009 RECREATIONAL SPORTS COMMITTEE

POSITION	MEMBER	ADDRESS	TELEPHONE, FAX & E-MAIL	
Chairperson	Kenny Thompson	Dothan Leisure Services P.O. Box 2128 Dothan, AL 36302	Ph: Fax: Email:	(334) 673-4803 (334) 673-0110 kthompson@dothan.org
District I	Chad Vining	Athens Parks & Rec. Dept. P.O. Box 1089 Athens, AL 35612-1089	Ph: Fax: Email:	(256) 233-8740 (256) 233-8742 cvining@athensal.us
District I At-Large	Mike Watkins	Winfield Parks & Rec. Dept. P.O. Box 188 Winfield, AL 35595-0188	Ph: Fax: Email:	(205) 487-6710 (205) 487-6710 <a href="mailto:wprd@sonet.net">wprd@sonet.net</a>
District II	David Wood	Guntersville Parks & Rec. Dept. 1500 Sunset Drive Guntersville, AL 35976-1631	Ph: Fax: Email:	(256) 571-7590 (256) 571-7592 david.wood@guntersvilleal.org
District II At-Large	Roger Ingle	Fort Payne Parks & Rec. Dept. 4220 Godfrey Ave. NE Fort Payne, AL 35967-4082	Ph: Fax: Email:	(256) 844-6571 (256) 844-6569 ringle@fortpayne.org
District III	Nick Norman	Center Point Parks & Rec. Dept 2209 Center Point Parkway Center Point, AL 35215-4609.	Ph: Fax: Email:	(205) 356-8279 (205) 854-4814 MR.NICKNORMAN@yahoo.com
District III At-Large	Willie Moore	Jasper Parks & Rec. Dept. 1020 Kiker Lane Jasper, AL 35501-4179	Ph: Fax: Email:	(205) 384-6014 (205) 221-8515 jasperpr@yahoo.com
District IV	John Swafford	Heflin Parks & Rec. Dept. P.O. Box 128 Heflin, AL. 36264-0128	Ph: Fax: Email:	(256) 463-5434 (256) 463-5669 jswafford@heflin.pard.com
District IV At-Large	Courtney Walker	Gadsden Parks & Rec. Dept. 919 Wilson Street Gadsden, AL 35903	Ph: Fax: Email:	(256) 549-4658 (256) 549-4730 cwref2@yahoo.com
District V	Stevie Creel	Prattville Dept. of Leisure Services 101 West Main Street Prattville, AL 36067-3052	Ph: Fax: Email:	(334) 361-3640 (334) 361-3694 stevie.creel@prattville.com
District V At-Large	Chad Dopson	Prattville Dept. of Leisure Services 101 West Main St. Prattville, AL 36067-3052	Ph: Fax: Email:	(334) 361-3640 (334) 361-3694 chad.dopson@prattville.com
District VI	Hal Carrington	Enterprise Parks & Rec. Dept. P.O. Box 311000 Enterprise, AL 36311-1000	Ph: Fax: Email:	(334) 348-2681 (334) 347-1436 EDLS@intercomp.com
District VI At-Large	Steve Sherrill	Dothan Dept. of Leisure Services P.O. Box 2128 Dothan, AL 36302	Ph: Fax: Email:	(334) 615-3714 (334) 615-3709 swsherrill@dothan.org
District VII			Ph: Fax: Email:	
District VII At-Large			Ph: Fax: Email:	
State At-Large	Summer Ammons	Prattville Dept. of Leisure Services 101 West Main Street Prattville, AL 36067-3052	Ph: Fax: Email:	(334) 365-1145 (334) 361-8318 Summer.Ammons@prattville.com

## **ARPA RECREATIONAL SPORTS COMMITTEE**

### **MISSION STATEMENT**

The mission of the ARPA Recreational Sports Committee is to expand recreational athletic activities throughout Alabama. This purpose is met through the establishment, administration and enforcement of standardized rules and guidelines for recreational athletic activities and the promotion of these activities and guidelines throughout the membership of ARPA and communities statewide.

### **ORGANIZATION**

- A. The Recreational Sports Committee shall consist of one member from each of the seven Association districts. (ARPA Bylaws, Article XI, Section 3).
- B. The Chairperson shall be appointed by the President of the Association. (ARPA By-Laws, Article XI, Section 2).
- C. Additional and temporary committee members shall be appointed and utilized as deemed necessary by the President of the Association in cooperation with the committee chairperson. (ARPA By-Laws, Article XI, Section 6).

### **PURPOSE**

- A. To promote interest and participation in the various individual and team sports of all organizations in the state which are affiliated with Alabama Recreation and Parks Association, Inc.
- B. To promote the development of physical activities and encourage the standardization of rules dealing with all amateur athletics, games, and competitions.
- C. To provide Recreational activities on the Recreational level in areas where varsity sports are insufficient.

### **RESPONSIBILITIES AND FUNCTIONS**

- A. The Statewide Recreational Sports Committee shall unite into one organization all recreational athletics conducted by agencies belonging to the ARPA (all activities, which are not presently franchised or otherwise, organized).
- B. The committee shall organize and conduct athletic events on a statewide Recreational level for the Alabama Recreation and Parks Association. The committee shall standardize athletic programs throughout the state with reference to type of activities and qualifications for participation of membership agencies where feasible.
- C. The committee shall develop and continuously update operational procedures necessary to most effectively carry out the objectives of the Statewide Recreational Sports Committee. (Said procedures should be incorporated into the ARPA Policy and Procedures Manual.)
- D. The committee shall promote and maintain higher standards of athletic competition and sportsmanship in Alabama, promote recognition of Recreational sports, improve and expand athletic participation among all ages and both sexes, and provide fellowship through athletics and recreation.
- E. The committee shall promote and provide better training and guidance for athletic coaches and game officials through development of educational materials, workshops, etc.
- F. The committee shall assist in any practical way to improve athletic competition throughout the state, as well as promote and regulate state championship where desirable and practical.
- G. The committee shall seek the approval of the Board of Directors regarding any statewide function conducted in the name of the Association.
- H. The committee shall function in such a manner that will further the interests of athletic competition and promote the Alabama Recreation and Parks Association.
- I. The committee shall continuously evaluate and improve the Rules and Regulations for conducting statewide recreational sports as initiated in 1955 and the Statewide Recreational Sports Manual as initiated in 1969.
  - 1. Amendments to these rules may be made at any meeting by a 2/3 majority of the voting members present, providing that (1) a majority of the committee is present and (2) said amendment is first presented to each committee member to review 15 days prior to voting.
  - 2. A ballot specifying the proposed amendment shall be mailed to each voting member and each District chairperson at least 15 days prior to the date ballots are to be tabulated.
  - 3. All changes to existing rules shall become effective January 1, following its passage and cannot be changed (3-year minimum) unless the national organizations restructure specific rulings.
  - 4. All new sections (rules concerning additional events) shall become effective following passage by the Recreational Sports Committee.

5. Anyone wishing to suggest rule changes should use the rule change form available in the Appendix of the Recreational Sports Manual.
6. Suggested rule changes should be mailed to the chairperson of the Recreational Sports Committee so that they can:
  - a. Mail out copies to voting members and District Chairpersons.
  - b. Place rule change suggestions on the agenda of scheduled meeting.
- J. The Recreational Sports Committee shall develop and implement a process of evaluating both District and State Tournament hosts to determine their compliance with Article IV, Section C of the ARPA Recreational Sports Manual.

*The outgoing Chairperson shall submit to the incoming Chairperson files, recommendations and other pertinent information compiled by the committee at the conclusion of the operational year.*

## **BID PROCESS AND RESPONSIBILITIES OF HOST CITY**

### **BID PROCESS:**

1. Bid sheets are available from the District representative, the Chairperson of the ARPA Recreational Sports Committee, and in the appendix of the Recreational Sports Manual.
2. Starting with the 1984 Recreational Sports Events, any host wishing to charge an entry fee not specifically spelled out in the Recreational Sports Manual must include the proposed fees on the Bid Sheet.
3. All bids for state events are due no later than June 26<sup>th</sup>, 2009.
3. Starting January 2006 the minimum bid fee an affiliate can bid on any ARPA State Tournament is set at \$100.

### **SELECTION:**

1. The host city will be selected by the ARPA Recreational Sports Committee on bid basis as well as on other factors which include: adequate athletic facilities, community accommodations, and location and upon approval of an ARPA Professional member to serve as Tournament Director.
2. The District representative or Chairperson shall notify, in writing, the city selected to host the event and shall mail a copy of the notice to the ARPA state office.
3. The ARPA office shall provide the host city with a packet which will include a list of affiliate cities and rules governing the meet.

### **RESPONSIBILITIES:**

For responsibilities refer to Rule 1, Article IV, Section C, Paragraph 2 on Page 13.

## **RULE CHANGES AND BID DATES**

**Rule Changes will be due to the Recreational Sports Committee Chairperson by May 1, 2009**

**State Bids shall be received by the Recreational Sports Committee Chairperson no later than June 26<sup>th</sup>, 2009**

## 2009 Rule Change

### Rule Change #1:

(Changes: Rule VI, Article III, Section B, Paragraph 2, Page 28.) Two backup timing systems shall be available at all times when electronic timing is being used. This should consist of a manual backup built into the system to obtain a minimum of 3 additional times other than the touch pad. These manual backups may be one or more black buttons (pickles) as well as one or more stop watches per lane. If 1 pickle, then 2 or more stop watches. If 2 pickles, then 1 stop watch is sufficient. Two across-the-board finish judges shall be used at all times for such a backup.

### **DISCLAIMER OF ENDORSEMENT**

Referencing particular organizations in relation to the rules contained in this manual is done so only in recognition of the named organization being the designated governing body for the sport and in no way implies an endorsement of the organization by the Alabama Recreation and Parks Association.

### Insurance

All teams competing in ARPA competitions are strongly encouraged to have proper insurance and proof of insurance available throughout the duration of all ARPA competitions.

## **RULE I - PARTICIPATION REQUIREMENTS**

### **ARTICLE I - ELIGIBILITY OF AFFILIATES**

#### **SECTION A - ARPA MEMBERSHIP**

- (1) Affiliates must be members in good standing with the Alabama Recreation and Parks Association, Inc., to participate in the functions of its athletic programs.
- (2) An affiliate is defined as any municipal or county governmental subdivision or military MRW division organized for the purpose of providing recreation and parks services for a particular community and aligning its aims and objectives consistent with those of ARPA, Inc.
- (3) To become members of ARPA, affiliates must make application to the ARPA State Office and be approved by the ARPA Board of Directors. Annual membership dues are required and must be paid to the Alabama Recreation and Parks Association, Inc., P.O. Box 230579, Montgomery, AL 36123-0579. Further information may be obtained by calling 334-279-9160.
- (4) An affiliate shall be eligible to participate in ARPA athletics upon the receipt of approved membership from the ARPA State Office. (NOTE: Each ARPA District establishes its own entry deadline for ARPA athletic activities on a District level. Therefore, to be eligible for athletic participation, new affiliates must be approved for membership and request entry for athletic playoffs 60 days prior to the District entry deadline. Requests for entry are to be made to the respective District Chairperson).

#### **SECTION B - ATHLETIC FEES**

- (1) Affiliates are required to pay athletic fees, in addition to the annual affiliate membership fee to join the ARPA, to be eligible to participate in any ARPA athletic activity.
- (2) Fees for state competition will be set by the Recreational Sports Committee by activity and spelled out in the bylaws of that activity.
- (3) Districts may, at their own discretion, establish District athletic fees and/or allow District tournament hosts to charge entry fees. These fees are apart from the ARPA annual affiliate membership fees and state athletic fees. State tournament hosts shall not charge fees, other than those outlined in the Recreational Sports Manual.

#### **SECTION C - FEE PAYMENT PROCEDURE**

- (1) The District Recreational Sports Representative of each District is charged with the responsibility of collecting state athletic fees within their district. The method of collecting such fees is left to their discretion.
- (2) Team fees and/or individual sports fees are to be paid by affiliates to their district/state tournament host before being allowed to participate. Such fees are paid upon the presentation of the Official Roster of the Affiliate team for approval in an athletic activity.
- (3) The District/State tournament host shall forward all fees, rosters, financial report, and completed tournament bracket to the District Recreational Sports Representative. See Article IV, Section C, Paragraph 2.
- (4) District Recreational Sports Representative shall forward all fees and a financial report to the State Office, with a copy of the financial reports being sent to the Recreational Sports Chairperson.

### **ARTICLE II - ELIGIBILITY OF INDIVIDUALS AND TEAMS**

#### **SECTION A - LOCAL PARTICIPATION**

- (1) Teams and individuals participating in the athletic functions of ARPA must be an integral part of an affiliate's local program before they are eligible to represent that affiliate in ARPA competition.
  - (a) An "integral part of an affiliate's local program" is defined as individuals who participated at some time during the current season in the activity in question and under staff supervision of that agency.
  - (b) Affiliates shall not recruit players for the sole purpose of competing in ARPA athletic functions.
  - (c) Any all-star team must be composed of players from teams who are an integral part of an affiliate's local program.
- (2) Eligibility involving local participation is left to the integrity of the affiliate's director or superintendent. They should be prepared to make available substantial proof of local participation through such means as scorebooks, registration material, agency records, news releases, or such other evidence requested by the State Recreational Sports Committee Chairperson or the District Representative from the affiliate's district.

#### **SECTION B - PARTICIPATION BOUNDARIES**

- (1) All players must reside or attend school full-time within the boundaries of the District in which they participate if they are to be eligible for ARPA athletic functions.

- (2) All players residing in a city that offers a recreation program must participate with that program if offered.
- (3) Any exceptions must be approved by the Recreational Sports Committee on an individual basis.

### **SECTION C - PROFESSIONAL AND SEMIPROFESSIONAL ATHLETES**

- (1) Professional and semiprofessional athletes are not eligible to compete in ARPA functions in the same sport and during the current season in which they are termed "professional" or "semiprofessional."
- (2) A professional or semiprofessional athlete is "one who is receiving compensation for playing a sport."

### **SECTION D - INTERCOLLEGIATE ATHLETES**

- (1) Students who participate on a college or university's varsity, junior varsity, or freshman team, which competes with other colleges or universities, are not eligible for ARPA competition in the same sport during the current season.
- (2) Regardless of intercollegiate participation during the normal school year, a college or university student is eligible for summer athletic functions sponsored by ARPA provided that the student is not currently representing a college or university in competition among other such schools and provided he or she meets all other ARPA eligibility requirements.

### **SECTION E - SCHOOL TEAM PARTICIPATION**

- (1) No boy or girl in elementary school, middle school, junior high school, or senior high school may participate in the same sport of ARPA competition and interscholastic athletic activity during the same periods of time. This restriction applies to both public and private schools.
  - (a) An "interscholastic athletic activity" is defined as a program, which provides competition between schools.
  - (b) "Periods of time" shall be interpreted to mean from the time school starts (approximately September 1) until that school year ends (approximately May 31). Exception - a student is eligible for summer athletic (girls softball) functions sponsored by ARPA provided that the student is not currently representing a school in competition (example: high school softball) and he or she meet all other ARPA eligibility requirements.
  - (c) A participant in question is determined to have participated with a school team if he or she represents a school as a player or team member at a game with another school.
  - (d) A boy or girl shall be allowed to participate in a school team's immediate pre-season tryouts (provided the school has announced such pre-practices and provided the school team is to be selected from a reasonable number of students trying out and if "cut" along with other candidates from the sessions when the school team is announced). He or she may then participate with a recreation affiliate and if all other eligibility requirements are met may also compete in ARPA functions provided that during these immediate pre-season tryout sessions, the participant in question did not represent his or her school as a team member in a game with another school.
- (2) When a recreation affiliate and a school jointly cosponsor an athletic program by sharing the expenses for such a program, through the use of one another's facilities, or by registering participants at community schools or community recreation centers, the participants in such a program shall be eligible for ARPA competition only if the following stipulations are in actual effect:
  - (a) If the athletic activity is intramural in nature (involving only students from one school) and there is absolutely no competition with another school, the participants are eligible for ARPA competition provided (1) they have not competed against students from other schools, (2) recreation personnel implemented the program through actual supervision and leadership, (3) the participants met all other ARPA eligibility requirements, and (4) just cause cannot be shown to indicate the recreation affiliate to be guilty of using school program to grant unfair advantage of other ARPA affiliates.
  - (b) If the athletic activity is a community-wide program involving more than one school within the same community (city or county) and there is absolutely no competition for school awards nor competition with a school not an active member of the program, the participants of such a program are eligible for ARPA competition provided they meet the same requirements as stated in paragraph (a) of this section.
 

**NOTE:** Since any such situation as the aforementioned one would in essence be a borderline case involving eligibility, recreation affiliates conducting such a program should obtain approval from the State Recreational Sports Committee Chairperson and the District Representative prior to initiating such a jointly co-sponsored school affiliate program if the participants are to be allowed to compete in ARPA functions.
  - (c) Recreation teams may not participate in any kind of game or scrimmage with a school team. A team that plays or scrimmages a school team will not be eligible for ARPA competition.
- (3) When a school team's current athletic program season is completed (all state playoffs in that particular sport are completed), an individual shall be allowed to participate in an ARPA function involving that same sport provided the participant meets all other ARPA eligibility requirements.
 

**NOTE:** Once the normal school year ends after the spring semester, a player may represent an affiliate during the summer months in the same sport in which he or she represented a school during the school year, provided that participant has not yet begun participating in a school-sponsored athletic event e.g. football pre-season drills in August effective as of dates established by the affiliate High School Association. (Examples: Baseball or Softball in July or August and Swimming in August.)

## **ARTICLE III - OFFICIAL ROSTERS AND ACCEPTABLE BIRTH RECORDS**

### **SECTION A - OFFICIAL ROSTERS**

- (1) Official Rosters from ARPA are made available to affiliates by each District Representative (member of the State Recreational Sports Committee) and/or the District Chairperson. These rosters shall be completed in accordance with the appropriate information requested on the Official Roster, shall be certified by the affiliate Director and other special persons required, and shall be presented with acceptable birth records (and team fees, if any) to the Tournament Director, or any State Recreational Sports Committee members, or the District Chairperson at the District and/or state competitions for verification. This shall occur prior to the first activity of that affiliate in ARPA competition. **SUCH OFFICIAL ROSTERS ARE MANDATORY FOR ALL TEAMS PARTICIPATING IN ARPA ATHLETIC COMPETITIONS, AND MUST BE PRESENTED AT ALL LEVELS OF ARPA COMPETITIONS THREE (3) DAYS PRIOR TO THE FIRST GAME OF SAID TOURNAMENT.**
  - (a) In the absence of an affiliate director, the next highest ranking recreation staff person who is a current ARPA professional member may certify his or her affiliate team's Official ARPA Roster, and in doing so assumes the same responsibility as the affiliate director in certifying that the players whose names appear on the Official Roster meet all ARPA eligibility requirements and that there is no fraudulent attempt to play persons who are otherwise ineligible. Regardless of the staff person who certifies the Official Roster, the affiliate Director shall remain fully responsible for the eligibility of the players on his affiliate's team.
- (2) The Tournament Director, State Recreational Sports Committee member, or District Chairperson shall personally examine each team's Official Roster and acceptable birth records of every player to be approved. They shall verify the Official Roster by affixing their signature and the date.
  - (a) The verified or approved Official Roster shall be acceptable and official throughout all levels of ARPA competition and after the initial verification of acceptable birth records shall be the only required record for a team to present during ARPA competition. Teams must present their signed ARPA Official Roster and birth certificates to the Tournament Director three (3) days prior to the first game of the ARPA competition.
  - (b) At the request of an ARPA Tournament Director at any level of competition, at the request of a State Recreational Sports Committee member at any level of competition, or at the request of a participating affiliate District Chairperson or the staff member accompanying the affiliate's team, the affiliate director shall make available, prior to game time, his own affiliate copy of the team's official Roster.
  - (c) Teams whose official rosters & birth certificates have not been checked because there were no District Tournament (or for any other reason) must have them reviewed by the Tournament Director no later than 5:00 p.m. on Monday prior to the start of the State Tournament. Penalty - Team ineligible to participate.
- (3) No players name shall appear on more than one ARPA Official Roster for any one sport during any one season.
- (4) There should be three (3) copies of the Official Roster and copies are to be distributed by the person who verifies the Roster and affixes his or her name by the District Tournament Director as follows:
  - (a) First copy presented to the state host.
  - (b) Second copy presented to the affiliate's representative.
  - (c) Third copy presented to the person in charge of the team, following verification and before the team begins to play. This copy should be presented at all levels of competition before a team plays their first game.

### **SECTION B - ACCEPTABLE BIRTH RECORDS**

- (1) Birth certificates, certified abstracts of birth, hospital records, notification of birth, notification of registration, certificate of registration and regulation military identification cards, government ID from U. S. Department of Immigration and Naturalization, Passports or clearly processed and readable copies of such shall be considered and referred to as acceptable birth records for ARPA competition.
  - (a) Driver's Licenses and Learner's Permits from any state shall be acceptable birth records for participants of the ages 15 and over, as long as the date of birth appears on the Driver's License or Learner's Permit.
  - (b) If a name change is involved which is different from the acceptable birth record, a copy of the court order granting the name change must also be presented. An official written statement notarized by a notary public and approved by signature from a parent or guardian may be substituted if a copy of the court order cannot be obtained. Such a court order copy or an official notarized statement shall not be considered as acceptable birth records, but only as evidence that the acceptable birth record presented is the true and accurate birth certificate, certified abstract of birth, hospital record, military identification, etc., or copy of such.
- (2) The Tournament Director, State Recreational Sports Committee member, or District Chairperson shall personally examine each team's Official Roster and acceptable birth records of every player to be approved, and he or she shall verify the Official Roster and acceptable birth records of every player to be approved, and her or she shall verify the Official Roster by affixing his or her signature and date.
  - (a) After the official Roster is verified by the signature, it cannot be changed under any circumstance, and no additional names may be added.
  - (b) The third copy of the Official Roster shall be returned to the person in charge whose name appears on the Roster or to his assigned representative, along with all acceptable birth records. This shall be done immediately after verification. Only the affiliate team's copy of the Official Roster shall be necessary for ARPA competition at all levels following the initial verification. Acceptable birth records are required only at the initial verification of the Official Roster. (Ref: Article III, Sec. A, 2 (b)).
- (3) All procedures involving verification of ARPA Official Rosters and acceptable birth records shall be completed prior to an affiliate team's first appearance in ARPA competition. Any special requests to verify rosters at a later time shall NOT be granted by the Tournament Director, State Recreational Sports Committee member or District Chairperson.

**SECTION C - PARENTAL AUTHORIZATION AND MEDICAL RELEASE**

- (1) Any team entering ARPA District and State Competitions must have a Parental Authorization and Medical Release Form signed by the Parent or Guardian prior to a team's first game.
- (2) The completed Parental Authorization and Medical Release Form should be attached to the certified birth certificates and/or acceptable proofs of age and checked with the official roster of teams participating in District or State competition.

**ARTICLE IV - ARPA TOURNAMENTS AND PLAYOFFS****SECTION A - TEAM COMMITMENT**

- (1) Any team entering ARPA competition shall be committed to all levels of play if directed to advance.
  - (a) Teams entering District level competition are committed to state level play should they win their district. (Exception: there must be a minimum of four teams entered in any state tournament in order to have the tournament. If there will be less than four teams, then affiliates will not be penalized for not participating.)
  - (b) Teams representing a District by default (because of no other competition or by directive of the District Chairperson or State Recreational Sports Representative and who is at least an Associate Member of ARPA. This person is to attend the game in which his affiliate team is participating and will make themselves available to the Tournament Director as the responsible person-in-charge of his or her affiliate's team, and is the only person who can formally file a protest to the Recreational Sports Committee. Non-compliance will be considered a rule violation.
- (2) Any affiliate team which intentionally withdraws from ARPA competition during any level of competition shall cause that affiliate to be placed on an automatic, one year minimum suspension in that age division's athletic activity. The State Recreational Sports Committee shall determine maximum suspensions.
- (3) One team per affiliate in ARPA competition must be accompanied to tournaments or playoffs by at least one adult recreation staff person (preferably a full-time, salaried professional who is a Professional member of ARPA.) Any additional teams may be accompanied by a responsible adult other than the coach who is personally appointed by the affiliate director, approved in advance by the District Recreational Sports Representative and who is at least an Associate Member of ARPA. This person is to attend the game in which his affiliate team is participating and will make themselves available to the Tournament Director as the responsible person-in-charge of his or her affiliate's team, and is the only person who can formally file a protest to the Recreational Sports Committee. Non-compliance will be considered a rule violation.

**SECTION B - TOURNAMENT ORGANIZATION**

- (1) ARPA competition is conducted at two (2) levels as established by the rules in this Recreational Sports Manual. The two levels are referred to as District and State.
  - (a) The District level includes all the entered affiliate teams within the boundaries of the district.
  - (b) The State level consists of teams which represent each District and the State Tournament Host.
- (2) Each District may determine its own method of obtaining a District representative to state levels of competition. The following are recommended for District level:
  - (a) Tournaments with double elimination methods for softball.
  - (b) A playoff or tournament with single elimination methods for basketball and soccer. In all single elimination tournaments there will be no third place award.
  - (c) Meets on a district-wide basis for swimming and diving.
- (3) State level tournaments and playoffs are to be set up in brackets by the State Recreational Sports Committee Chairperson, Host plus District Representatives, except in individual sports events as track and field, tennis, and swimming and diving. When all districts are not represented in a State Tournament, the State Recreational Sports Chairperson shall arrange the bracket pairings as nearly as possible to the aforementioned guideline and in accordance with his or her own judgment.
- (4) Every ARPA level of competition shall be conducted by a Tournament Director appointed by the Host Affiliate Director and approved at the District level by a State Recreational Sports Committee Representative. The duties of the Tournament Director are as follows:
  - (a) To assure that necessary arrangements for the tournament are made to include notifications of pairings, game times, game officials, awards for district, facilities inspection, reservations, security and crowd control, advance publicity, equipment made available, and other preparations deemed appropriate for ARPA athletic functions. Pairings are to be arranged by the District level competition and by the State Recreational Sports Committee Representative for the state level competition.
  - (b) To verify Official ARPA Rosters and to examine the acceptable birth records with State Recreational Sports Committee members and the District Representative.
  - (c) To collect team athletic fees.
  - (d) To conduct the tournament or playoff in a professional manner befitting the Alabama Recreation & Parks Association, Inc.
  - (e) To release appropriate local, regional, and statewide publicity.
  - (f) To declare a District representative for state or a state champion in accordance with the tournament or playoff level.
  - (g) To forward copies of Official Rosters, team fees and results to appropriate persons specified in Article III of this rule.
  - (h) To evaluate the tournament or playoff and make the recommendations for improvement to members of the State Recreational Sports Committee and to submit a written report to the State Recreational Sports Committee concerning problems and improvements.

- (5) Every ARPA level of competition shall provide some method of protest or appeals procedure to be approved by the District level competition, and by any member of the State Recreational Sports Committee for state levels.
  - (a) The Tournament Director shall coordinate any protests or appeals and shall serve as the odd-numbered member of any tournament protest committee.
  - (b) Any protest or appeal at the state level of competition shall be subject to review by the State Recreational Sports Committee, and its Chairperson shall be notified of any such proceedings.
  - (c) A two person committee will be appointed by the Recreational Sports Committee plus the Tournament or Meet Director to serve as the protest committee of each Recreational Sports Event. The Host Affiliate shall be responsible for providing acceptable accommodations for the protest committee.
  - (d) Protest Committee Responsibilities
    - (1) Must be present for all scheduled games.
    - (2) Must be present 30 minutes prior to start of scheduled games.
    - (3) Must be present upon completion of games.
    - (4) Must act professionally at all times.
    - (5) Must be available to assist Tournament Director if needed.
    - (6) Must be prepared to settle disputes in a professional, orderly and timely manner.
    - (7) Knowledgeable of the content of the ARPA Recreational Sports Manual and keep a copy with you at all times while serving on the protest committee.
    - (8) Check and sign off on Affiliate rosters, birth certificates, and medical release forms and have copies of these documents on hand.
    - (9) Verify coaches' certifications.
    - (10) Insure that Tournament Organization procedures and Tournament Planning and Host Responsibilities as outlined in this manual are followed.

**NOTE:** In the absence of a Recreational Sports Committee member, the host affiliate and Tournament Director will appoint a current ARPA member who is a full time salaried professional staff member.

- (e) The two-member committee and the Tournament Director shall meet prior to the event and shall work together during the event.
  - (f) The State Recreational Sports Committee shall serve as the final authority on all protests or appeals, and its decisions shall be binding to all parties concerned without further appeal.
- (6) Hosts for ARPA state level tournaments, playoffs or meets shall be determined by the State Recreational Sports Committee on all seasonal schedules.
- (a) Accepted procedures for requesting a State Tournament, playoff or meet include a written request to the State Recreational Sports Committee Chairperson prior to June 26th. Written requests should include information regarding the following: facilities, accommodations for the visiting teams, officials and recreation staff to be assigned to the event. Other factors of influence or bearing may be stated. Hosts are decided by the majority vote of the State Recreational Sport Committee in attendance.
  - (b) Districts shall determine their own District hosts.
- (7) In addition, ARPA sanctioned invitational tournaments may be held in accordance with the rules in the Recreational Sports Manual.

### **SECTION C - TOURNAMENT PLANNING AND HOST RESPONSIBILITIES**

- (1) The Host Affiliate to which the State Tournament, playoff or meet is awarded shall send all pre-planning information pertaining to the particular event to the State Recreational Sports Committee Chairperson. This information must be received no later than two (2) weeks prior to the date of opening of the tournament, playoff or meet. When possible the State Host-Designate should also attend a meeting of the State Recreational Sports Committee for the purpose of reviewing his plans for the upcoming event.
- (2) In the hosting of a state level event, the following must be provided and/or accomplished:
  - (a) The host city shall be responsible for inviting affiliate cities to participate in the event.
  - (b) The Host City shall be responsible for conducting the events in strict accordance with the rules and regulations governing the events as set forth in the ARPA Recreational Sports Manual.
  - (c) Suitable motel or housing accommodations within a fifteen (15) mile radius of the tournament site.
  - (d) Sufficient number of fast food service and restaurants available to handle the anticipated number of teams.
  - (e) Adequate medical facilities within a reasonable distance.
  - (f) Mail outs of plans to District Recreational Sports Representative at least two (2) weeks prior to the opening day of the tournament. These should contain:
    - (1) List of motels, restaurants, and medical facilities.
    - (2) Map of facilities and access routes.
    - (3) Tournament brackets showing dates, pairings and times.
  - (g) A designated person to welcome each team upon its arrival for the purpose of:
    - (1) Seeing that the teams are settled in their respective accommodations satisfactorily.
    - (2) Being a goodwill ambassador for ARPA, the local community, and the host affiliate throughout the entire tournament.
  - (h) Adequate parking at the tournament site.
  - (i) Visible and operational scoreboards and emergency backup equipment in case of failure.
  - (j) Officials as per Rule II, Article V, Section B.
  - (k) Suitable drinking fountains, restroom facilities, concessions, seating for players and spectators.

- (l) A public address system with an acceptable adult announcer for the duration of the state event.
- (m) Adequately maintained fields and courts that meet minimum requirements as stated in ARPA Recreational Sports Manual. (Fields should be brought up to standards preceding each game where a tournament consists of multi-games.)
- (n) Sufficient number of adult staff who are judged competent and who are familiar with ARPA procedure.
- (o) The host city shall be responsible for ordering and bearing all expenses for trophies, medals, and ribbons with the appropriate ARPA logo to be awarded to the participants.
- (p) Only the fees and charges established for the events, as set forth in the ARPA Recreational Sports Manual shall be collected.
- (q) A receipt book shall be used to accurately record and account for all monies collected. A copy of every receipt is to be included with the financial report as delineated in the budget and financial procedure manual.
- (r) A complete financial report of fees collected and expenditures shall be mailed to the District Recreational Sports Representative within one week after the event, along with a check for the bid tendered, and participation fees as set by this manual.
- (s) The host city is encouraged to make arrangements for appropriate publicity (radio, TV, newspaper) before, during, and after the event. Assistance from the ARPA State Office is available upon request.
- (t) The Host City is responsible for forwarding the official results to all participating affiliates, the Recreational Sports Representative from each district, and the ARPA State Office.
- (u) A written follow-up action report shall be mailed to the State Recreational Sports Committee Chairperson to contain:
  - (1) Complete copy of brackets and results.
  - (2) Recommendations of changes.
  - (3) Problems in detail and recommendations of corrective measures to be taken.

## **RULE II - REGULATIONS AND STANDARDS**

### **ARTICLE I - VIOLATIONS**

#### **SECTION A - APPEALS AND PROTESTS**

- (1) The State Recreational Sports Committee members for any level of ARPA competition, the Tournament Director for his/her own level of ARPA competition, and the District Representative for District level competition only, have the authority to forfeit any ARPA events or games prior to, during, or immediately following (if won by the affiliate in question) the events provided, however, such forfeiture is based on sufficient evidence of violation of the rules in this Recreational Sports Manual or in violation of a directive issued by the State Recreational Sports Committee or its Chairperson.
- (2) Whenever the question of guilt remains, the forfeited affiliate has the right to appeal such a forfeit decision if done immediately and prior to the next scheduled game for the other team involved and which advanced because of the forfeit. If the forfeiture occurred at the District level, all appeals are made to the District Chairperson, his assigned representative, or the District Recreational Sports Representative as determined by the respective District bylaws. If the forfeiture occurred at the state level, all appeals are to be made to the State Recreational Sports Committee Chairperson, or in his absence, the Vice-Chairperson or the Chairperson's assigned representative, three-person committee. Protests shall be processed in the same manner except that the burden of proof in a protest rests with the protesting affiliate may be assisted in its investigation by the members of the State Recreational Sports Committee, the Tournament Director, and/or the District Chairperson.
  - (a) If the appeal or protest is made by an affiliate at the District level, the District Chairperson or their assigned representative shall take the appropriate action in accordance with the district's bylaws. Disputes regarding the athletic functions within a District will be acted upon by the State Recreational Sports Committee only upon request by the District Representative to the State Recreational Sports Committee Chairperson. Decisions rendered by the State Recreational Sports Committee shall be final and binding to all parties.
  - (b) If the appeal or protest is made by an affiliate at the state level, the State Recreational Sports Committee Chairperson or in their absence, the Co-Chairperson or the Chairperson's assigned representative, three person committee shall take appropriate action, which at their own discretion, may include polling members of the State Recreational Sports Committee by the telephone or otherwise, and only to the extent that a majority of the State Recreational Sports Committee reached a Chairperson for any expenses incurred for such action within ninety (90) days after a statement is rendered.
  - (c) Appeals and protest are acceptable only under the aforementioned procedures and only the recreation staff adult or responsible adult accompanying the affiliate teams as stated in Rule 1, Article IV, Section A, paragraph 3. Players, parents, spectators or other such non-recognized official agency representatives may not appeal decisions or protests.
- (3) If any member or organization wants to protest ARPA tournament requirements, eligibility, or anything established in this manual or needs a rule clarification concerning anything set forth in this manual they must be a current member of ARPA and submit a written protest, clarification, or question to the ARPA state office and to the recreational sports committee state chair at least two (2) weeks in advance of any upcoming tournament, event, competition, etc that the question, complaint, or clarification is in reference to.

#### **SECTION B - PROBATIONS, SUSPENSION AND FINES**

- (1) Affiliates found in violation of this Recreational Sports Manual or in violation of directives issued by the State Recreational Sports Committee or its chair may be placed on probation, suspended from competition, or fined by the State Recreational Sports Committee which shall give full consideration of the offense.

- (a) The hosting affiliate of a state recreational sports event shall present to the State Recreational Sports Committee a written detailed report of rules infractions and violations. Notification of charges brought against an affiliate shall be made in writing to the director of the affiliate in question by the State Recreational Sports Chairperson. Notification should include the violation, charge, and background information, and the date and location of the next Recreational Sports Committee meeting. Both affiliates shall have a representative at the next Recreational Sports Committee meeting to appear before the Committee to support and to answer charges. Any other affiliate directly involved may also have a representative at this meeting. The affiliate charged with an infraction may waive an appearance before the Committee by written notification to the Recreational Sports Committee Chairperson.
  - (b) The State Recreational Sports Committee vote regarding suspensions, probations, and fines must include a majority of the full membership of the committee. The Chairperson is empowered to vote in the case of a tie.
  - (c) Suspension shall include the barring from any or all ARPA Athletic functions, while probation and fines shall include a reprimand and/or conditional allowances for continued participation in any or all ARPA athletic functions.
- (2) A District may, at its own discretion, issue similar probations, suspensions, or fines provided the agency probated, suspended or fined is given the right of appeal to the State Recreational Sports Committee and then the Executive Board of the Alabama Recreation and Parks Association.
  - (3) Appeals of decisions of the Recreational Sports Committee in regards to sanctions levied against affiliates must be made to the Executive Board of the Alabama Recreation and Parks Association within 15 days after the Recreational Sports Committee meeting in which sanctions were levied. This appeal should be made in writing and directed to the ARPA President.

### **SECTION C - CLARIFICATIONS AND INTERPRETATIONS**

- (1) The Chairperson of the State Recreational Sports Committee is empowered with the authority to make clarifications and interpretations of rules and regulations found in this Recreational Sports Manual provided the majority of the State Recreational Sports Committee does not vote in disagreement with the clarification or the interpretation rendered by the Chairperson.
- (2) Violations shall include, but are not limited to the following:
  - (a) The use of ineligible players and/or roster violations. Penalty: \$100 fine with one-year probation per incident.
  - (b) Unsportsmanlike Conduct Penalty: Physical attack on an umpire or other tournament official or association officer during a game or immediately following a game. Player, coach, manager or sponsor threatening an umpire, tournament official or association member. Any officer, director, umpire, player, coach, manager or sponsor fighting, using unsportsmanlike conduct or abusive tactics or derogatory or unbecoming acts that are detrimental and not in the best interest of ARPA. Destruction of property or the abuse of hotel property or failure to pay hotel or motel bills. By participating in or permitting a fraud to be perpetrated. Tournament directors have the authority to eject a player or team anytime during a tournament. The Recreational Sports Committee will decide the action to be taken on a player, team, coach, sponsor, member or affiliate up to and including probation, fines and suspensions. Fines will be anywhere from \$50 - \$250 per violation.
  - (c) Failure to appear at scheduled tournament or playoff. Penalty: forfeit and \$100.00 fine. The fine to be split as follows: \$50.00 to ARPA state office and \$50.00 to host affiliate to cover cost of tournament.
  - (d) Failure to continue to play when directed to do so by the Tournament Director, State Recreational Sports Committee member, or for District level only, the District Chairperson. Penalty: forfeit.
  - (e) Any other action in conflict with the rules of the Recreational Sports Manual.
  - (f) Affiliates who submit a roster with an uncertified coach will not be allowed to participate. In addition, the Affiliate will be fined \$100.00 and placed on probation for one year.
  - (g) Affiliates will be held accountable for their behavior and conduct, not only at the event venues but at hotels, restaurants and any other public sites, while participating in an ARPA event. Each affiliate is responsible for the actions of their players, parents, coaches, recreation professionals and volunteers.
- (3) In lieu of payment of fine, an affiliate may request additional suspension from competition in the amount of one additional year of suspension per incident. Request must be made in writing to the Chairperson of the Recreational Sports Committee within 15 days from the date penalties were levied.
- (4) An illegal coach is one who is not on the official roster.

## **ARTICLE II - AWARDS**

### **SECTION A - DISTRICT AWARDS**

- (1) Each District shall be responsible for providing and presenting its district's own ARPA athletic awards, and such responsibility may be charged to the District hosts, if so determined by the district.

### **SECTION B - STATE AWARDS**

- (1) The Host Affiliate shall provide awards at the state level for all events, and the State Hosts are charged with the responsibility of making the presentation of the state awards in a manner befitting the Alabama Recreation and Parks Association, Inc., and its professional membership.
- (2) State levels awards to be presented as follows:

- (a) Swimming and Diving - Individual medals to the participants finishing in first through sixth place, ribbons for seventh and eighth place in each individual event of each age division. In relays, medals will be given for first through third and ribbons for fourth through eighth.
- (b) Softball, Soccer, Basketball, and - Individual and team awards are presented to the first and second place finishers. A sportsmanship trophy will be awarded in each age division. The Recreational Sports Committee Representatives and the Game Officials will determine the recipients of this award.

### **SECTION C - PROCEDURES AND BIDDING STATE TOURNAMENTS**

- (1) All awards shall be decided by the sealed bid process, and advertising for such bid notices shall be through the normal channels of the Alabama Recreation and Parks Association, Inc., to include, but not limited to, publication of notice, which may be deemed feasible by the State Recreational Sports Committee.
- (2) Requests for bid information shall be made in writing to the Alabama Recreation and Park Association, Inc., State Office or to the State Recreational Sports Committee.
- (3) Bids must be received no later than June 26, 2009.
- (4) The bid will be presented to the apparent best bidder. Note: The highest bid does not necessarily mean that it is the best bid. (Refer to Rule I, Article 4, Section C). The bid recipient will be notified no later than ten (10) days after the date of opening of the bids, as well as the non-successful bidders.
- (5) The State Recreational Sports Committee reserves the right to reject any or all bids.
- (6) Bids submitted shall include the name of the Host Tournament Director (and assistants if applicable) who must be a professional member of ARPA and only the Recreational Sports Committee can approve change of Host Tournament Director after a bid is accepted.
- (7) Bids must be submitted with the gate fee and parking fee when applicable. Gate Fee: \$5.00 per day for adults, free for five (5) years and younger. Weekend pass when applied.
- (8) **The minimum bid fee an affiliate can bid on any ARPA State Tournament is set at \$100.00.**

### **ARTICLE III - AGE CONTROL DATES AND ROSTER LIMIT**

<i><b>EVENT</b></i>	<i><b>CONTROL DATE</b></i>	<i><b>ROSTER LIMIT</b></i>
Basketball	Age on or before September 1st.	15
Softball	Age on or before January 1st.	20
Swimming and Diving	Age on or before June 1st.	Unlimited
Tennis	Age on or before September 1st.	Unlimited
Soccer	Age on or before August 1st	18
Volleyball	Age on or before September 1st.	12

### **ARTICLE IV - OFFICIALS FOR ARPA COMPETITION**

#### **SECTION A - DISTRICT AND STATE LEVELS**

- (1) Officials must be an affiliate member or registered with the National Federation State High School Association (NFSHSA) or any National Governing Body (NGB) approved by the ARPA Recreational Sports Committee.
  - (a) "Level 3 Official" is defined as a qualified game official in his fifth year (or more) of membership with a certified officials' association acceptable by the Alabama High School Athletic Association and designated by AHSAA standards as a Level 3 Official.
  - (b) "Level 2 Official" is defined as a qualified official in third year (or more) of membership with a certified official's association acceptable by the Alabama High School Athletic Association and designated by AHSAA standards as a Level 2 Official.
  - (c) "Level 1 Official" is defined as a qualified game official in his first or second year of membership with a certified official's association acceptable by the Alabama High School Athletic Association and designated by AHSAA standards as a Level 1 Official.
  - (d) "Game Officials" are those who are in control of the game itself, during its length of play, and those who actually officiate the game.
  - (e) "Assistant Officials" are those who assist the game officials as scorers, timers, judges, statisticians, starters, or other such necessary supplementary game assignees.
  - (f) "Competent Adult" is defined as a person 18 years of age or older who is confirmed proficient for assistant officials' positions and duties as scorers, timers, statisticians, starters, or in other such necessary supplementary assignments.

- (g) The Tournament Director for all state level of competition shall be a competent adult who has professional membership in the ARPA. He or she is to be assigned by the Host Agency who shall submit his name to the State Recreational Sports Committee Chairperson for approval, prior to the assigned state level of competition. In addition to the responsibilities of the Tournament Director as explained in Rule I, Article IV, Section B, Paragraph 4, he or she shall also have the authority to forfeit any game if the Host Agency does not provide the necessary arrangements for games, unless unavoidable circumstances exist and are deemed uncontrollable by the Tournament Director.

#### **SECTION B - UNIFORM AND ASSIGNMENTS**

- (1) Game Officials shall be uniformly attired in accordance with accepted AHSAA and other affiliate standards.
- (2) Game officials and Assistant Officials are the responsibility of the Host Agency as to their assignments for games, unless otherwise directed by the State Recreational Sports Committee or its Chairperson.

### **ARTICLE V - TYPE AND NUMBER OF REQUIRED OFFICIALS AND PERSONNEL**

#### **SECTION A - DISTRICT LEVEL COMPETITION**

- (1) A minimum of two Level 1 officials must be used for all District games except in swimming and diving. Individual sports are decided by the districts, and all other personnel are decided by the districts.

#### **SECTION B - STATE LEVEL COMPETITION**

- (1) Officials for state level ARPA competition are required as follows:

##### **(a) BASKETBALL GAMES**

- (1) A minimum of one Level 2 or Level 3 and one Level 1 game official.
- (2) A minimum of two competent adults as assistant officials to serve as scorer and timer.
- (3) Tournament Director as prescribed by this Manual.
- (4) The three-person committee appointed by the State Recreational Sports Committee shall serve as the Game Committee Jury of Appeals, and the Chairperson or his assigned representative shall serve as Referee for the State Meet.

##### **(b) SOFTBALL GAMES**

- (1) A minimum of two registered or certified Amateur Softball Association game officials of the chartered ASA Umpires Association.
- (2) A minimum of one competent adult as scorer (for multi-games, one per game).
- (3) Tournament Director as prescribed by this manual and to assist the umpire-in-chief in verifying acceptable playing equipment, including the bats.
- (4) The three person committee appointed by the State Recreational Sports Committee shall serve as the Games Committee Jury of Appeals, and the Chairperson or his assigned representative shall serve as Referee for the State Meet.

##### **(c) SWIMMING AND DIVING MEET**

- (1) Three (3) officials to serve as starter, stroke and officials are to be approved by the State Recreational Sports Committee and shall have no connection with any agency team represented at the State if possible.
- (2) The Host Agency shall be responsible for providing all other official necessary for the proper management of the State Meet, including diving judges, timers, scorers, clerk of course, awards personnel, announcer, and others deemed necessary.
- (3) Meet Director as prescribed by this Manual.
- (4) The three-person committee appointed by the Recreational Sports Committee shall serve as the governing body for the Meet.

##### **(d) SOCCER**

- (1) Either the two or three man referee system is permitted.
  - a. If the two man system is employed both referees have to be "Level 1" or above with the AHSAA or affiliated with a NGB, and shall have equal authority and responsibility in calling of fouls and violations on any part of the field at any time.
  - b. If the three man system is employed, one referee must be "Level 1" or above with the AHSAA or affiliated with a NGB. The referee has complete charge of the game. The two linesmen are designated "assistant officials." The assistant officials assist the referee by indicating when the ball is in or out of play, and by determining which team is off-side, entitled to corner-kick, goal-kick, or throw-in.
- (2) Tournament Director as prescribed by this Manual.
- (3) The three person committee appointed by the Sates Recreational Sports Committee (Jury of Appeals) and the Chairperson or their assigned representative shall serve as Head Referee for the State Tournament.

## **RULE III - YOUTH BASKETBALL**

### **ARTICLE I - ELIGIBILITY**

#### **SECTION A - AGE DIVISIONS**

- (1) The age Control Date is on or before September 1st of the current school year.
- (2) There are four (6) age divisions for boys and girls. The divisions are:
  - (a) Boys and girls ages 8 and under on or before September 1st
  - (b) Boys and girls ages 10 and under on or before September 1st
  - (c) Boys and girls ages 12 and under on or before September 1st
  - (d) Boys and girls ages 14 and under on or before September 1st
  - (e) Boys and girls ages 18 and under on or before September 1st
- (3) A participant is allowed to compete in one division only. Youth participants may compete in an older youth age division provided they remain in that same older youth division for all games through all levels of youth basketball competition.
- (4) A person may compete in District and State levels of play provided he or she is not in violation of any rules or regulations in this Manual. (REF: Rule I)

#### **SECTION B - ENTRIES**

- (1) An affiliate may enter into District Competition as many teams as it wishes to enter in all divisions provided the District does not establish an entry limit.
- (2) A District not conducting a District level tournament or playoff may allow one Affiliate team to represent its District at the State level of competition.
- (3) Only persons whose names are approved on their Affiliate team's ARPA Official Roster, who meet all ARPA eligibility requirements, and who are representing an Affiliate not on current suspension for basketball may compete in ARPA games.
- (4) The ARPA Official Roster limit for players is fifteen (15) players.
- (5) The State Tournament shall consist of a minimum of eight (8) teams and a maximum of sixteen (16) teams.
  - (a) It is recommended that the Host Affiliate NOT enter a team that has finished below second place.
- (6) When any District in the Alabama Parks and Recreation Basketball program reaches twelve (12) teams in any age group, they would be allowed to subdivide and be allowed to send a winner from each division to the ARPA State Tournament.

### **ARTICLE II - REGULATIONS**

#### **SECTION A- GOVERNING RULES**

- (1) ARPA basketball games at the State level of play are governed by the current rules and regulations of the Alabama High School Athletic Association Constitution and By-Laws with the exceptions found in this Manual.
- (2) The National Federation (National Alliance) Edition of Basketball Rule Book is the official guide for ARPA and AHSAA games with the exceptions as may be found in this Manual.

#### **SECTION B - LENGTH OF GAMES**

- (1) 18 & Under Boys and Girls games shall consist of eight minute quarters. 14 & Under Boys and Girls, 12 & Under Boys and Girls, 10 & Under Boys and Girls and 8 & Under Boys and Girls shall consist of six minute quarters.

#### **SECTION C - SPECIAL PROVISIONS**

- (1) A team must have five players (in any particular division) to start a game.
- (2) No form of smoking is permitted on the playing court or in the bench area regardless of gymnasium rules.
- (3) There will be no full court press in the 10 & Under and 12 & Under Basketball until the last quarter. There will be no full court press in the 8 & under for the entire game.
- (4) Teams will be given two warnings concerning backcourt pressure. After the second warning if a violation occurs, a team technical will be assessed to the coach.

- (5) The 10 & Under and the 8 & Under basketball foul line will be three (3) feet shorter than regulation.
- (6) Teams must be present at site & ready to play at their designated game time. Game time is determined by the Tournament's Official Bracket. Penalty: Forfeit.
- (7) The 3-point rule shall be allowed in all age divisions (boys and girls) in youth basketball.
- (8) A full court press is defined as any pressure applied on an offensive player in the backcourt, either on an inbounds or after change of possession while the ball is live.
- (9) 8 & Under Basketball: During the last (1) one minute of the fourth quarter & overtime, the clock will stop on every made basket until the ball crosses half-court. Also, the clock will not start until the ball crosses half-court following a dead ball.

## **ARTICLE III - EQUIPMENT**

### **SECTION A - APPROVED EQUIPMENT**

- (1) Shoes are mandatory for all play in all divisions. Shoes shall be smooth and soft-soled for athletic use.
- (2) The approved basketballs for divisions are as follows:
  - (a) For 10 & Under Division and 8 & Under Division, the regulation size basketball for girls that meet the current standards of the Alabama High School Athletic Association shall be used.
  - (b) For all divisions except 10 & Under, the regulation size basketball that meets current standards of the Alabama High School Athletic Association shall be used.
  - (c) No other basketballs except those approved above shall be used for ARPA games unless approved by the Recreational Sports Committee Chairperson.
- (3) Uniforms for all players shall be defined as a team shirt or jersey with legal numbers on the front and back, identical in style and color with other players on the same team.

### **SECTION B - PLAYING COURT REQUIREMENTS**

Court specifications and height of goals shall be in accordance with the Alabama High School Association standards found in the National Federation Basketball Rule Book. **The 8 & Under Boys and Girls Divisions will use a goal 8 feet high.**

## **ARTICLE IV - GAMES AND AWARDS**

### **SECTION A - DISTRICT**

- (1) Each District shall have the right to conduct its own basketball tournaments for each division in a manner approved by the majority vote of participating District Affiliates provided any exceptions to the rules in this manual are approved by a District's State Recreational Sports Committee member. District or Affiliate Hosts are responsible for all District awards.
- (2) It is recommended that District Level competition in Basketball be completed as follows:
  - (a) All divisions (8 & Under, 10 & Under, 12 & Under, 14 & Under, and 18 & Under) by the last Saturday in February.

### **SECTION B - STATE**

- (1) The State Tournaments in all divisions of basketball shall be single elimination to be scheduled on the following dates:
  - (a) All divisions (8 & Under, 10 & Under, 12 & Under, 14 & Under, and 18 & Under) to be played on the second Friday and Saturday in March.
- (2) Pairings for the State Tournament will be determined by Blind Draw by the State Recreational Sports Committee Chairperson and Tournament Director.
- (3) State Tournament Brackets are in the back of this Manual.
- (4) **Trophies will be awarded to the Affiliates that finish first and second in each division. A sportsmanship trophy will be awarded in each age division. The Recreational Sports Committee Representatives and the Game Officials will determine the recipients of this award.**

## **ARTICLE V - OFFICIALS AND PARTICIPANTS**

### **SECTION A - HOST**

- (1) The Host Affiliate shall provide a minimum number of competent adults for scorers and timers, a Tournament Director, and approved game officials in accordance with Rule II, Article IV, and Rule II, Article V, Section b, Paragraph 1 (a).
- (2) The Host Affiliate shall be responsible for proper conduct by Spectators.
- (3) The Host Affiliate shall be responsible for providing the game ball in accordance with ARPA specifications in these rules.
- (4) The Host Affiliate shall be responsible for seeing that the playing court and gymnasium meet ARPA specifications.  
**NOTE:** See Rule I, Article IV, Section B and C for tournament organizations and host responsibilities.
- (5) *The host shall be responsible for supplying warm-up balls.*

### **SECTION B - GAME OFFICIALS**

See Rule II, Article IV.

### **SECTION C - PLAYERS AND OTHER TEAM MEMBERS**

- (1) Any player, coach, manager, team scorer, or assistant disqualified for unsportsmanlike conduct including abusive language is ineligible for further participation in the game in progress and may be dismissed from ARPA competition by a State Recreational Sports Committee member, Tournament Director, or District Commissioner (at the District level only) subject to appeal by the dismissed person's affiliate.
- (2) The use of ineligible players in accordance with the Rules in the Manual shall result in forfeiture (of game and tournament). Burden of proof rests with the protesting Affiliate's representative (See Rule II, Article I, Section A, Paragraph 2).

## **ARTICLE VI - PROTESTS AND APPEALS**

See Rule II, Article I, Section A.

## **ARTICLE VII - FEES**

- (1) Districts will establish the fee schedule for their District tournaments.
  - (a) In addition to the above fees, there will be a onetime charge of \$10.00 per team to be paid to the State Office. Host will be responsible for collecting.
- (2) Fees from the ARPA State Basketball Tournament are to be set by the Host Affiliate at the same time their bids are submitted for approval by the Recreational Sports Committee.
  - (a) In addition to the above fees, there will be a onetime charge of \$10.00 per team to be paid to the State Office. Host will be responsible for collecting.

## RULE IV - FAST PITCH SOFTBALL

### ARTICLE I - ELIGIBILITY

#### SECTION A - AGE DIVISIONS

- (1) The age control date is prior to January 1st of the current school year for all division.
- (2) There are ten (12) age divisions for fast pitch softball. The age divisions are:
 

(a) Girls 8 & Under.	(b) Boys 8 & Under.
(c) Girls 10 & Under.	(d) Boys 10 & Under.
(e) Girls 12 & Under.	(f) Boys 12 & Under.
(g) Girls 14 & Under.	(h) Boys 14 & Under.
(i) Girls 16 & Under.	(j) Boys 16 & Under.
(k) Girls 18 & Under.	(l) Boys 18 & Under.
- (3) A participant is allowed to compete in one age division only. Participants may compete in an older age division provided they remain in that same age division for all games and through all levels of fast pitch softball competition.
- (4) A participant may compete in the District and State level provided he or she is not in violation of any rules or regulations in this Manual. (REF: RULE 1)

#### SECTION B - ENTRIES

- (1) An Affiliate may enter as many teams in District competition as it wishes to enter in all divisions provided the District does not establish any entry limit.
- (2) Only persons whose names are approved on their affiliate team's ARPA Official Roster, who meet all ARPA eligibility requirements, and who are representing an affiliate not on current suspension for fast pitch softball may compete in ARPA games.
- (3) The ARPA Official Roster limit for players is twenty (20) players, except for the 8 & Under Division which is thirteen (13).
- (4) State Tournament entries shall consist of up to four (4) teams for each district and host Affiliate. Selection of teams will be at the discretion of the ARPA Recreational Sports District Representative.
- (5) At the end of the regular season, any team may participate in both ARPA District and State Competition, and ASA District and State Competition as long as there is no conflict of dates between ARPA and ASA.

### ARTICLE II - REGULATIONS

#### SECTION A - GOVERNING RULES

- (1) ARPA games in fast pitch softball at the State level are governed by the current rules and regulations of the Amateur Softball Association of America with the exceptions found in this Manual.
- (2) "Official Fast Pitch Rules" (for use in all championship games of the ASA) copyrighted by the International Joint Rules Committee on Softball and printed in the current edition of the Official Guide for ASA is the accepted guide for ARPA games with the exceptions found in this Manual. Third strike rule will be used in all ARPA District and State Fast Pitch Softball competition.

(3) **8 & Under Machine Pitch Softball Rules: (These rules apply only to 8 & under)**

**Field:**

1. Pitching distance is 35'. Base distance is 60'.
2. Hash marks to be placed halfway between 1<sup>st</sup>/2<sup>nd</sup>, 2<sup>nd</sup>/3<sup>rd</sup>, and 3<sup>rd</sup>/home.  
A runner who has not advanced to halfway mark when time is called will be returned to previous base unless previous runner entitled to same.
3. A circle with an 8' radius will be drawn around pitching rubber.
4. An arc stretching from foul line to foul line 8' in front of home plate will be drawn and used as an additional foul line. A ball must be on or past this line to be fair.

**Defense:**

1. Free substitution with 4 outfielders, 6 infielders maximum

**Pitching:**

1. A coach will pitch to his or her players. An 11" optic yellow softball to be used.

2. A foot operated pitching machine will be set between 32-25 mph.  
An electric pitching machine will be set at 37 mph as ball comes off wheel.
3. Machine may be adjusted: (a) with 3 pitches at start of each half inning.  
(b) between batters when in umpire judgment machine not throwing strikes  
© when machine is hit by ball, player, or coach and in umpire judgment is not throwing strikes.
4. The pitcher(coach) may not verbally coach batter or base runners. Hand motions are allowed to batter.
5. The pitcher(player) must be beside or behind machine at time of pitch, with at least one foot inside circle.
6. If the pitcher(player) fields the ball inside pitching circle and makes no attempt to make a play, all runners advance one base, including the batter to first base.
7. A batted ball which strikes machine or pitcher (coach) will be declared dead. Batter advances to first base, all other base runners advance one base forced or not.

**Batting:**

1. A batter will receive 5 pitches or 3 strikes, whichever occurs first. A foul on fifth or subsequent pitch will give the batter another pitch.
2. No walks.
3. No bunting.
4. No infield fly.
5. Each player is to be listed in the batting order. ( 13 maximum/ 8 minimum with out taken for 9<sup>th</sup> batter)
6. In the first five innings, a team may bat a maximum of 10 batters or 3 outs, whichever comes first. In inning 6 or beyond, team bats until making 3 outs.

**Base running/ time called:**

1. Time is called when: (a) ball is returned to pitcher(player) who has both feet in circle and is in control of ball.(b) the ball is returned to infield, is in control of a defensive player, and no runner is attempting to advance(in umpire judgment)  
© any time ball hits machine (thrown, hit, deflected) (d) pitcher (coach) interferes with a defensive play.
2. If the pitcher (coach) intentionally interferes with a defensive play, the runner nearest to home plate will be called out and no runner will advance.
3. No stealing.

**Roster/time limit/mercy rule:**

1. Four coaches per team (dugout, 1<sup>st</sup> base, 3<sup>rd</sup> base, machine operator)
2. 13 player maximum roster.
3. A regulation game is 6 innings or 1 hour 10 minute time limit.
4. Mercy rule: 6 runs after 5 innings, 8 runs after 4 innings, 10 runs after 3 innings

**SECTION B - LENGTH OF GAMES**

- (1) All ARPA District and State level tournament games must be **regulation**. (Example: Game starts on Monday and is rained out in the second inning - game resumes at the next playable opportunity regardless of length of delay or postponement from the exact point that the game was delayed or postponed.
- (2) State Tournaments in fast pitch softball shall be double elimination, and it is recommended that District Level tournaments also be double elimination.
- (2) If after five (5) innings a team is eight (8) runs ahead, or after four (4) innings a team is ten (10) runs ahead, or after three (3) innings a team is twelve (12) runs ahead, the game shall be considered a complete game and awarded to the team that is ahead for all games.
- (4) For Girls 12 & Under, 10 & Under and 8 & Under, if after five (5) innings a team is six (6) runs ahead, or after four (4) innings a team is eight (8) runs ahead, or after three (3) innings a team is ten (10) runs ahead, the game shall be considered a complete game and awarded to the team that is ahead for all games.
- (5) All State tournament games in fast pitch softball will have a one (1) hour and thirty (30) minute time limit. It is recommended that the District tournaments do the same. No new innings will begin after the time limit, unless a tie and then the tiebreaker rule will be in effect.
- (6) **TIEBREAKER RULE: If, after completion of nine innings of play, the time limit expires, or the score is tied, THE FOLLOWING TIE-BREAKER WILL BE PLAYED TO DETERMINE A WINNING TEAM.**

Starting with the top of the tenth inning, and each half inning thereafter, the offensive team shall begin its turn to bat with the player who is scheduled to bat last in that respective half inning being placed on second base. (EXAMPLE: if the number five batter is the lead off batter, the number four batter in the batting order will be placed on second base. A substitute may be inserted for the runner.)

**SECTION C- INCLEMENT WEATHER**

- (1) In the case of inclement weather or other acts of God that preclude the normal completion of the tournament as scheduled, or delays the tournament beyond reasonable completion time, the Tournament Director, in cooperation with the Protest Committee, has the authority to take the following actions in order to complete the tournament. The following list is not all-inclusive and is not in order of priority:
  - (a) Go to 5 inning games:
  - (b) Go to a single elimination tournament:

- (c) Imposing a time limit for games:
- (d) In extreme cases a combination of two or more of the previous options:
- (e) In the case where the tournament cannot be completed, actions to be taken by Tournament Director will be governed by current ASA Guide and Playing Rules.

## **ARTICLE III - EQUIPMENT**

### **SECTION A - APPROVED EQUIPMENT**

- (1) Shoes are mandatory for play in all fast pitch softball games.
  - (a) Smooth or soft soled athletic shoes including tennis or basketball shoes are acceptable.
- (2) Softballs
  - (a) A minimum of three (3) ASA approved softballs must be available for each game.
  - (b) ASA softballs shall be used for ARPA games approved by the State Recreational Sports Committee Chairman.
- (3) Helmets
  - (a) Approved batting helmets with chinstraps are required.

### **SECTION B - UNIFORM REQUIREMENTS**

- (1) A uniform for fast pitch softball is defined as a team shirt or jersey with numbers on the front and/or back, identical in style and color with the other players on the same team.
- (2) Uniforms (shirts and jerseys as described above) are required for ARPA competition.
 

NOTE: Managers, coaches or teams scorers who coach the bases must be attired in staff shirts or softball jerseys identical in style and color. It is recommended that all players, coaches and bat persons be attired alike.
- (3) Team caps are not mandatory, but if worn, it is recommended that they be the same style and color for each team member.
- (4) Girls and women's playing shorts are acceptable, but girls and women are urged to use good judgment and discretion in selection of short-shorts or tight fitting shorts. It is recommended but not required that all players on a team wear the same color shorts.
- (5) Illegal uniforms will be treated as illegal equipment.

### **SECTION C - PLAYING FIELD REQUIREMENTS**

- (1) The following field specifications are required for games:
  - (a) Distance between bases shall be in accordance with current ASA standards.
  - (b) Pitching distance shall be found in current ASA rulebook.
  - (c) Minimum outfield fence distance from home plate shall not be less than 175'.
- (2) The batter boxes, coach's boxes, and "three feet" line halfway from home plate to the first base shall be in accordance with current ASA rules.
- (3) The Affiliate Host shall be responsible for seeing that the playing field requirements meet ARPA specifications.

## **ARTICLE IV - GAMES AND AWARDS**

### **SECTION A - DISTRICT**

- (1) Each District shall have the right to conduct its own fast pitch softball tournament for each division in a manner approved by the majority vote of participating District Affiliates and provided any exceptions to the rules in this manual are approved by the District's State Recreational Sports Committee member. Districts or Affiliate hosts are responsible for all District awards.
- (2) A minimum of two (2) registered ASA officials is recommended for District level games.
- (3) District Tournaments must be played two (2) weeks before the State Tournament.

### **SECTION B - STATE**

- (1) The State Tournament in all divisions of fast pitch softball shall be double elimination to be scheduled to begin as follows:
  - (a) 8 & Under, 12 & Under and 14 & Under Divisions shall begin the second Friday in July.
  - (b) 10 & Under, 16 & Under, and 18 & Under Divisions shall begin the fourth Friday in July.
  - (c) If one Tournament (all Divisions together) it shall begin the fourth Friday in July.

- (9) Pairing for the State Tournaments will be determined by the State Recreational Sports Committee Chair with the Host team playing adjacent District's Representative. If all Districts are not represented in a State Tournament, the State Recreational Sports Committee Chair shall arrange the bracket pairings as nearly as possible to the aforementioned guidelines.
- (3) The official ASA Tournament bracket book will be used for all ARPA State Tournaments. Host should separate pairing teams from the same District in the opening round.
- (4) Trophies will be awarded to the teams that finish first and second in each division. **A sportsmanship trophy will be awarded in each age division. The Recreational Sports Committee Representatives and the Game Officials will determine the recipients of this award.**
- (5) A District not having a District Competition must decide on which six (6) teams from their District will compete in the State Tournament and must be submitted to the State Tournament Director by the District Recreational Sports Representative only, not by individual Affiliates.
- (6) Deadline for State Tournament Entry: 10:00 am of the Tuesday prior to the tournament beginning. Entry should include fees, rosters, medical release and birth certificates if team did not play in District Competition.

## **ARTICLE V - OFFICIALS AND PARTICIPANTS**

### **SECTION A - HOST**

- (1) The Host Affiliate shall provide a minimum number of competent adults for scorers, a Tournament Director, and certified or registered Game Officials in accordance with Rule II, Article IV, and Rule II, Article V, Section B, Paragraph 1(b).
- (2) The Host Affiliate shall be responsible for providing softballs in the youth divisions in accordance with the rules in this manual.
- (3) The Host Affiliate shall be responsible for seeing that the playing field requirements meet ARPA specifications.

### **SECTION B - PLAYERS AND OTHER TEAM MEMBERS**

- (1) Any player, coach, manager, team scorer or bat person disqualified for unsportsmanlike conduct including abusive language is ineligible for further participation in the game in progress and may be dismissed from ARPA competition by a State Recreational Sports Committee member, Tournament Director or District Commissioner (at the District level only) subject to appeal by the dismissed person's Affiliate representative.
- (2) The use of two adults as Coaches is permitted in Coaches' boxes provided that both are attired in staff shirts or softball jerseys identical in style and color. It is recommended but not required that such shirts or jerseys be the same as those worn by the players and other team members.
- (3) On fast pitch softball teams in any division there shall not be more than twenty (20) players and three (3) adults to serve as coaches and/or scorers. Players and adults should be listed on the office ARPA Roster.
- (4) The use of ineligible players in accordance with the rules in this manual shall result in forfeiture from the tournament. Burden of proof rests with the protesting Affiliates representative. (See Rule II)

## **ARTICLE VI - PROTESTS AND APPEALS**

### **SECTION A - PROTEST FOR SOFTBALL RULES INFRACTIONS**

- (1) The Judgment Decision by an umpire on any play shall not be protested.
- (2) Protests on misinterpretation of the Rules are allowed to the Umpire-in-Chief if accepted as valid by the Tournament Director. The Tournament Director shall coordinate any protest and shall serve as the odd numbered member of the Tournament Protest Committee as determined prior to the game by the Affiliate Host in coordination with the Commissioner for District level competition and with the State Recreational Sports Chair for State levels of competition. If a protest is accepted by the Tournament Director, it must be made by the team manager or responsible person in charge of the team at the time of the alleged infraction. A full explanation of the protest will be recorded by the official scorer and retained in the official score book for reference. All such protests are to be immediately acted upon by the Protest Committee and before play is continued. The decision of the Protest Committee is final.
- (3) No protest on rules interpretation will be accepted after play continues following on alleged infraction.

### **SECTION B - APPEALS**

**NOTE:** See Rule II, Article I, Section A

## **ARTICLE VII - FEES**

**SECTION A**

- (1) District will establish the fee schedule for their Tournaments.
  - (a) In addition to the above fees, there will be a one-time charges of \$10.00 per team to be paid to the State Office. Host will be responsible for collecting.
- (2) Fees from the ARPA State Fast Pitch Softball Tournament are to be sent by the Host Affiliate at the same time their bids are submitted for approval by the Recreational Sports Committee.
  - (a) In addition to the above fees, there will be a one-time charge of \$10.00 per team to be paid to the State Office. Host will be responsible for.

**RULE VI - SWIMMING AND DIVING****ARTICLE I - ELIGIBILITY****SECTION A - AGE DIVISIONS**

- (1) The age control is on or before June 1 of the current year.
- (2) There are five age divisions for both boys and girls. The age divisions are: (2007: Wording was changed)
  - (a) 8 & Under
  - (b) 10 & Under
  - (c) 12 & Under
  - (d) 14 & Under
  - (e) 18 & Under
- (3) A competitor may participate in one age division only throughout all swimming and diving competition. All swimmers will swim in the age division of the age he or she is on or before June 1 of the current year. Swimmers are not to swim up or down in District or State meets.
- (4) A competitor may compete in District and state level meets provided he or she is not in violation of any rules or regulations of this Manual. (REF: Rule I)
- (5) Relay teams in District competition may qualify for the State Meet by affiliate name only. Name of relay participants are required, and relay participants may be changed, added or substituted, provided that their names appear on their affiliate's official ARPA Roster. For example, a relay change would be one based on sickness, which occurred between District and state or injury to a participant between preliminaries and finals. Any relay team and its participants disqualified will be ineligible to participate in that event at State.
- (6) Any relay team found to contain an ineligible swimmer or swimmers shall be disqualified and the alternate team shall be substituted.
- (7) A swimmer or diver cannot compete on two (2) swim teams at the same time during ARPA swimming season. This season begins June 1 and ends with the completion of the State Swimming and Diving Meet. A swimmer or diver may compete in ARPA Competition and U. S. Swimming Open Competition if the swimmer is representing the same ARPA team in both competitions. A swimmer or diver may compete in ARPA Competition and U. S. Open Competition if the swimmer is independently registered with U. S. Swimming and is swimming in U. S. Swimming Open Competition unattached.

**SECTION B - FEES**

- (1) Districts will establish the fee schedule for their District Meet.
  - (a) In addition to the above-fees, there will be a onetime charge of \$.50 per person to be paid to the State Office. Host will be responsible for collecting.
- (2) Fees for ARPA State Swimming & Diving Meet are set as follows:
  - (a) Individual entries \$2.50 per event.
  - (b) Relay teams \$6.00 per team.
  - (c) In addition to the above fees, there will be a onetime charge of \$1.00 per person to be paid to the State Office. Host will be responsible for collecting.

**SECTION C - ENTRIES**

- (1) Each District will be responsible for holding their own swimming and diving meets anytime during the swim season.
- (2) The Host Team of the District Meet is responsible for turning in the entries to the Host City of the State Meet by 5:00 p.m. 10 days prior to the State Swim Meet. Entries shall consist of the following:
  - (a) Complete State Swim Meet Entry Forms (see appendix D-2).
  - (b) Official ARPA Roster Form or like program roster containing all ARPA roster info (see appendix B). (2007 Rule Change)
  - (c) Results of District Meet.
  - (d) District money for total entries.

- (3) Only persons whose names are approved on their Affiliate's Official ARPA Roster and who meet all ARPA eligibility requirements and who are representing an affiliate not on current suspension for swimming and diving may compete in ARPA District and State Swim Meets.
- (4) There will be only one division on the District and state levels. There will be a team championship at the District level only. There will be no team championship at the state level.
- (5) Regardless of the number of participants a district has, the 1st, 2nd, and 3rd place finishers in the district meet will advance to the State meet, regardless of time. The 4th through 12th place finishers will advance to the State meet if they meet the qualifying time (twelfth place time from the previous years meet.) (2007 Rule Change)
- (6) If one of the qualifying swimmers is unable to go to the State Meet, the swimmer in the next place or qualifying time will advance to the State.
- (7) When there is only one swim team in a district, qualifying places and times must be set at either a designated dual meet or a designated time trial with a representative of the ARPA Recreational Sports Committee present.
- (8) Individual competitors may enter a maximum of three individual swimming events, two relays and two diving events.
- (9) No exhibition swimming will be allowed at the State Meet.
- (10) Relay teams will be entered on District participation. The number of relay teams entered in District competition will be the number of teams a District may enter in the state meet. (i.e. If a District has two (2) teams, they may enter two relay teams; If a District has seven (7) teams, they may enter seven relay teams).
- (11) Relay teams will be turned in to the State Host by the District in team affiliate name only. All substitutes for relay teams must appear on affiliate's ARPA Team Roster and must have participated in a District meet.
- (12) Relay teams must be composed of members from one affiliate team and not a district-wide relay team or participants from more than one affiliate team.
- (13) All names of swimmers in individual events must be turned in to the State Host by the District Host. Any scratches and substitutes from a District must be turned in at the Scratch Meeting.
- (14) After the Scratch Meeting all entries are final.
- (15) All substitutions for individual events must have finished in descending order from 4th to 12th place in a District meet.
- (16) Participants must compete at District in an individual event in order to compete at the State Meet in that same individual event. Relay time will not be used for qualifying individual events.

## ARTICLE II - REGULATIONS

### SECTION A- GOVERNING RULES

- (1) The ARPA State Swimming & Diving Meet shall be governed by this Manual. In any situation which may not be covered by this Manual, the Meet Director, in consultation with the ARPA Swimming and Diving Sub-Committee (if they deem it necessary) shall have the authority to make the final decision.
- (3) All situations not specifically covered by this Manual concerning meet regulations shall be handled in accordance with the current United States Swimming Rules.
- (3) When a swimmer false starts in an event, in the starters opinion, a re-call will be called and a false start will be charged to the field. A second false start in that heat will mean that swimmer will be disqualified from that heat or event

### SECTION B - EVENTS AND QUALIFYING TIMES

- (1) Events in each age division for boys and girls are as follows (Length of competition in yards):

<b>(a) 8 and Under</b>	<b>9 &amp; 10</b>
100 Medley Relay	200 Medley Relay
25 Freestyle	50 Freestyle
50 Freestyle	100 Freestyle
25 Breaststroke	50 Breaststroke
100 Individual Medley	100 Individual Medley

25 Backstroke	50 Backstroke
25 Butterfly	50 Butterfly
100 Freestyle Relay	200 Freestyle Relay
	1 Meter Diving

<b>11 &amp; 12</b>	<b>13, 14, 15, 16, 17 &amp; 18</b>
200 Medley Relay	200 Medley Relay
50 Freestyle	50 Freestyle
100 Freestyle	100 Freestyle
50 Breaststroke	50 Breaststroke
100 Individual Medley	100 Individual Medley
50 Butterfly	50 Butterfly
50 Backstroke	50 Backstroke
200 Freestyle Relay	200 Freestyle Relay
1 Meter Diving	1 Meter Diving
3 Meter Diving	3 Meter Diving

- (2) Schedule of Competition:  
Diving Events only are to be held on Thursday.

### **1 Meter Competition**

Age Groups	Required Dives
10 & Under	Each will do a dive from the forward, back and inward groups. The fourth dive must come from doubling up in any of the three groups mentioned. No dive in reverse or twisting groups will be allowed.
11 & 12	Each will do one dive from the forward, back, and inward, and twisting groups. They will not dive from the reverse position.
13 & 14	Each will do one dive from all five groups: Forward, back, inward, twisting, and reverse.
15 - 18	Each will do one dive from all five groups: Forward, back, inward, twisting, and reverse.

### **3 Meter Competition**

12 & Under	One dive from the forward, back, inward, and twisting groups. They will not dive from the reverse position.
13 & 14	One dive from all five positions (groups): forward, back, inward, twisting and reverse.
15 - 18	One dive from all five positions (groups): forward, back, inward, twisting, and reverse.

**Scoring:** Scoring will be handled the same as U. S. Diving competition. Judges, points awarded, and degrees of difficulty will be governed by the U. S. Diving Rules.

### **Order of Swim Events:**

Friday	Saturday
1. Individual Medley	1. Butterfly
2. Breaststroke	2. Backstroke
3. Short Freestyle	3. Long Freestyle
4. Medley Relay	4. Free Relay

## **SECTION C - SPECIAL PROVISIONS**

- (1) All Rules for swimming and strokes, for starts and turns and for relays shall be taken directly from the current U. S. Swimming rulebook, unless otherwise stated in this Manual.
- (2) Rules for Diving:
- In diving competition, the Degree of Difficulty shall apply to all age groups and all dives.
  - Divers cannot repeat required dives.
  - No dive, whether required or optional, may be repeated. Otherwise, all dives of the same U. S. Diving number (whether layout, pike, or tuck) are to be considered the same dive.
  - All Dives must be executed by the competitor, without any assistance from any other person, after the announcer has announced the name of the competitor and the dive which the diver is to execute. Penalty for obvious assistance shall result in a failed dive for that diver on the dive and be determined by the Referee. Assistance between dives may be permitted.
  - Participants must be present at site & ready to participate at their designated time. Event time is determined by the Tournament's Official Bracket. Penalty: Forfeit.

## ARTICLE III - EQUIPMENT AND TIMING

### SECTION A - FACILITIES AND EQUIPMENT

- (1) The facility for the State Meet shall meet standards as set forth by the U. S. Swimming, for a six-lane pool.
- (2) The pool shall be equipped with acceptable starting blocks on both ends.
- (3) The pool shall be equipped with lane dividers, backstroke flags, and a recall rope.
- (4) Distances: District and state swim meets will take place on the 25 yard courses if possible. The next priority of course will be 25 meters. (only the Host who cannot provide the short course because of facilities will be allowed to use the long course of 50 yards or 50 meters.) In the event that only the long course is available, the Recreational Sports Committee must approve modifications. Times for meters must be converted to yards by the District Host. The formula for conversion will be:
 

(a) YARD TO METER $Y = \text{Yard time in seconds}$ $M = \text{Meter time in seconds}$ $T = \text{Difference in turns from yards to meters}$ $(Y \times 1.1) + T = \text{Meter Time}$	(b) METER TO YARD $Y = \text{Yard time in seconds}$ $M = \text{Meter time in seconds}$ $T = \text{Difference in turns from meters to yards}$ $(M - T) \text{ divided by } 1.1 = \text{Yard Time}$
---	---
- (5) All other times as necessary for the successful operation of the meet, such as adequate seating, restrooms, concessions, watches, pistols, etc., shall be provided by the Host Agency for District or state competition.

### SECTION B - TIMING

- (1) Fully automatic, electronic timing with touch pads shall be required for all state level swimming competition and is highly recommended for District competition. Times shall be reported in two decimal places only (100ths of a second). In case of a tie to the hundredth of a second, thousandths may be used to determine the correct order of finish. Times shall still be listed in hundredths only. All state records shall be reported to the hundredth of a second with no rounding off.
- (2) Two backup timing systems shall be available at all times when electronic timing is being used. This should consist of a manual backup built into the timing system to obtain a minimum of 3 additional times other than the touch pad. These manual backups may be one or more black buttons (pickles) as well as one or more stop watches per lane. If 1 pickle, then 2 or more stop watches. If 2 pickles, then 1 stop watch is sufficient. Two across-the-board finish judges shall be used at all times for such a backup.

## ARTICLE IV - MEETS AND AWARDS

### SECTION A- DISTRICT

- (1) Each District shall have the right to conduct its own swimming and diving meet in a manner approved by the majority of participating affiliates provided any exception to the rules in this manual are approved by its State Recreational Sports Committee members. District or host affiliates are responsible for all District awards.
- (2) Seeding of all entries in swimming events shall be done in accordance with U. S. Swimming Rules. Divers in each event shall be arranged in a random pattern.
- (3) The state swim meet shall be a timed final to be scheduled on the following dates:
  - (a) The last Friday and Saturday in July.
  - (b) Diving will be on the last Thursday in July.
- (4) Medals shall be awarded to first, second, third, fourth, fifth, and sixth place winners in every swimming and diving event. Ribbons will be awarded to seventh and eighth place finishers.
- (5) Medals shall be awarded to first, second, and third place winners in every relay. Ribbons will be awarded to fourth through eighth places.

## ARTICLE V - DISQUALIFYING AND PROTESTS

A participant may be disqualified from an event for failure to swim a stroke correctly, a false start after one has been charged to the field, or unsportsmanlike conduct. Any protest or clarification of this decision must come from the participant's coach or Agency representative only. No parents shall be allowed to file a protest or approach any official while the meet is in progress, subject to the disqualification of the swimmer for the duration of the meet. A protest shall be filed with the Meet Director, who then has the authority to take it to the State Swimming and Diving Sub-Committee if they deem it necessary, or to make a ruling on the spot. The Host Agency shall be responsible for providing all officials necessary for the proper management of the State Meet including diving judges, timers, scorers, clerk or course, awards personnel, announcer, and any others deemed necessary by the Host Agency.

A three-person committee will be appointed by the Recreational Sports Committee to serve as the governing body of each Recreational sports event. The Host affiliate is responsible for the housing of the three member committee.

# RULE VII - SOCCER

## ARTICLE I - ELIGIBILITY

### SECTION A - AGE DIVISIONS

- (1) The age control date is on or before August 1 of the current year.
- (2) There are five age divisions for youth. The age divisions for boys and *girls* are:
 

(a) 9 and Under boys	(f) 9 and Under girls
(b) 11 and Under boys	(g) 11 and Under girls
(c) 13 and Under boys	(h) 13 and Under girls
(d) 15 and Under boys	(I) 15 and Under girls
(e) 18 and Under boys	(j) 18 and Under girls

\*Co-ed teams must play in the boys division
- (3) A participant is allowed to compete in one age division only. Participants may compete in an older age division provided they remain in that same age division for all games and through all levels of soccer competition.
- (4) A participant may compete in the District and state level provided he or she is not in violation of any rules or regulations in this Manual. (REF: RULE 1)

### SECTION B - ENTRIES

- (1) At the District level, an affiliate may enter as many teams as it wishes in all divisions provided the District does not establish an entry limit.
- (2) A District not conducting a District level tournament or playoff may allow one affiliate team to represent its District at the State level of competition.
- (3) Only persons whose names are approved on their affiliate team's ARPA Official Roster, who meet all ARPA eligibility requirements, and who are representing an affiliate not on current suspension for soccer may compete in ARPA games.
- (4) The ARPA Official Roster limit for players is eighteen (18) players.
- (5) State Tournament entries for each age group shall consist of up to nine teams, one representative from each District and a host Affiliate. If the entries fall below eight teams, the State Recreational Sports Committee Chairperson may add up to three (3) District Second Place finishers to insure an eight team bracket.

## ARTICLE II - REGULATIONS

### SECTION A - GOVERNING RULES

- (1) The current rules governing The Federation Internationale de Futbol Association (FIFA) is the official guide for State ARPA games with the exceptions as may be found in this Manual.

### SECTION B - LENGTH OF GAMES

- (1) Game times will be as follows:
  - (a) 9 and under divisions - 25 minute halves.
  - (b) 11 and under divisions - 30 minute halves.
  - (c) 13 and under divisions - 35 minute halves.
  - (d) 15 and under divisions - 40 minute halves.
  - (e) 18 and under divisions - 45 minute halves.
- (2) Half time intervals shall not exceed 10 minutes.
- (3) If the game is tied after regulation time periods, then penalty kicks shall be taken only by those players who are on the field at the conclusion of the regulation period. Each team will select five players who will alternate these kicks. If the game still remains tied after the five penalty kicks, then the teams will take alternate penalty kicks until one team scores and the other does not.

### SECTION C- SUBSTITUTIONS

- (1) Either team may substitute an unlimited number of players:
  - (a) Between periods;
  - (b) On a goal kick;
  - (c) When a goal has been scored;

- (d) When the referee stops the clock for any reason and an injured player(s) is attended to on the field (the injured player must be replaced);
- (e) When a player is cautioned;

EXCEPTION: During a penalty kick situation:

- a) The only substitution permitted is for a player that has been injured or cautioned;
- b) A substitute entering at this time shall not take the penalty kick;
- c) Only the team gaining possession may substitute 1) on a throw-in; 2) on a corner kick.

## ARTICLE III - EQUIPMENT

### SECTION A - APPROVED EQUIPMENT

- (1) Shoes with metal cleats are prohibited. Shoes with rubber cleats or tennis shoes are approved for use.
- (2) The approved soccer balls for divisions are as follows:
  - (a) For 7, 9, and 11 & Under divisions, the size 4 (four) ball will be used.
  - (b) For 13, 15, and 18 & Under divisions, the size 5 (five) ball will be used.
  - (c) The State Recreational Sports Committee Chairperson must approve all soccer balls.

### SECTION B - UNIFORM REQUIREMENTS

- (1) Players on a team must wear the same color jerseys, including numbers, with the exception of the goalkeeper. The goalkeeper will wear a jersey of a different color over his team jersey and does not require a number.

### SECTION C - FIELD DIMENSIONS

- (1) The goal size for the leagues will be as follows:
  - (a) 9,11,13,15 & 18 and Under                      24' x 8'
- (2) The recommended field dimensions are as follows:

	Minimum	Maximum
(a) 9 & Under	80' x 40'	100' x 55'
(b) 11,13, 15, & 18 & Under	100' x 55'	120' x 75'

**NOTE:** See Appendix G for size of goal and penalty areas.

## ARTICLE IV - GAMES AND AWARDS

### SECTION A - DISTRICT

- (1) Each District shall have the right to conduct its own soccer tournament for each age division in a manner approved by the majority vote of participating District Affiliates and provided any exceptions to the rules in this Manual are approved by a District's State Recreational Sports Committee member. District or Affiliate Hosts are responsible for all District awards.
- (2) District level competition in soccer is to be completed as follows:
  - (a) All divisions by the first Saturday in November.

### SECTION B- STATE

- (1) The State Tournament in all divisions of soccer shall be divided into pool play. The teams in each pool will play a round-robin schedule. At the end of pool play the top team in the pools will advance to the final games. All teams will be guaranteed a minimum of two games in their pool play.

The point system that shall be used during round-robin play to determine a winner in a pool shall be three (3) points for a win, and zero (0) points for a loss. If teams are tied at the end of pool play the following tie breaking system will be used:

- 1. If the game is tied after regulation time periods, then penalty kicks shall be taken only by those players who are on the field at the conclusion of the regulation period. Each team will select five players who will alternate penalty kicks. If the game still remains tied after five penalty kicks, then the teams will take alternate penalty kicks until one team scores and the other does not.
  - 2. Head-to-head competition.
  - 3. Total number of goals scored (maximum of 3).
  - 4. Total number of goals allowed (maximum of 3).
- (2) Pairings for the State Tournaments will be determined by the State Recreational Sports Committee Chairperson and the Tournament Director.
  - (3) Trophies will be awarded to the Affiliates that finish first and second in each division. **A sportsmanship trophy will be awarded in each age division. The Recreational Sports Committee Representatives and the Game Officials will determine the recipients of this award.**

- (4) Played on the third weekend in November.

## **ARTICLE V - OFFICIALS AND PARTICIPANTS**

### **SECTION A- HOST**

- (1) The Host Affiliate shall provide a Tournament Director as well as “registered” officials or above, in accordance with Rule I, Article IV, Section C, Paragraph 2; Rule II, Article IV, Section B, Paragraph 1(e).
- (2) The Host Affiliate shall be responsible for proper conduct by spectators.
- (3) The Host Affiliate shall be responsible for the game balls in accordance with ARPA specifications in these rules.
- (4) The Host Affiliate shall be responsible for seeing that the playing field requirements meet ARPA specifications.

### **SECTION B - GAME OFFICIALS**

- (1) Either the two- or three-man referee system is permitted. (a) If the two-man system is employed, both referees have to be “Registered” or above, and has complete charge of the game, while the two linesmen are designated “assistant officials” and aid the referee, indicate when the ball is in or out of play, and which team is offside, entitled to corner kick, goal kick, or throw-in.

### **SECTION C - PLAYERS AND OTHER TEAM MEMBERS**

- (1) Any player, coach, manager, team scorer or assistant disqualified for unsportsmanlike conduct, including abusive language is ineligible for further participation in the game in progress and may be dismissed from ARPA competition by a State Recreational Sports Committee Member, Tournament Director, or District Commissioner (at the District level only) subject to appeal by the dismissed person’s affiliate.
- (2) The use of ineligible players in accordance with the Rules in the Manual shall result in forfeiture (of game and tournament). Burden of proof rests with the protesting Affiliate representative person. (see Rule II).
- (3) Players who are ejected (red carded) from any game during ARPA State Competition will not be permitted to play in their teams next scheduled competition. Two cautions (2 yellow cards) will have the same penalty as a red card.

## **ARTICLE VI - PROTESTS AND APPEALS**

Protests and appeals are authorized only under the stipulations found in Rule II, Article I, Section A of this Manual.

## **ARTICLE VII - FEES**

- (1) Districts will establish the fee schedule for their District tournaments.
  - (a) In addition to the above fees, there will be a onetime charge of \$10.00 per team to be paid to the State Office. Host will be responsible for collecting.
- (2) Fees from ARPA State Soccer Tournaments are to be set by the Host Affiliate at the time their bids are submitted for approval by the Recreational Sports Committee.

**APPENDIX A**

**ALABAMA RECREATION AND PARKS ASSOCIATION, INC.  
BID SHEET**

**The minimum bid fee an affiliate can bid on any ARPA State Tournament is set at \$100. (Bid Process #4, Pg.7)**

**TO: ARPA Competitive Sports Committee**

**FROM:** City of \_\_\_\_\_

**DATE:** \_\_\_\_\_

**BID:** \$ \_\_\_\_\_ With \$ \_\_\_\_\_ entry fee per team with  
\$ 5.00 Gate Fee per day or \$ \_\_\_\_\_ tournament pass \$ \_\_\_\_\_ Parking Fee  
Gate fee is as stated by the Competitive Sports Committee: \$5.00 per day for six and older, five and under free.

THE ABOVE BID IS HEREBY TENDERED TO HOST THE ARPA

\_\_\_\_\_ on \_\_\_\_\_, 20\_\_\_\_

Host City will be responsible for the following:  
City:

1. Location and facilities will be the number one objective in site selection.
2. To submit with bid a list of hotels and motels in the community and distance of these to the location of sports facilities.
3. To order and bear all expenses for trophies, medals and ribbons with the appropriate ARPA logo, and all other equipment and supplies required and suitable for the event.
4. To invite the participation of all affiliated cities.
5. To collect from the participants only those fees and charges as set forth in the ARPA Competitive Sports Manual for the event.
6. To conduct the event(s) in strict accordance with the ARPA rules and regulations for the vent.
7. To submit a financial report, accompanied with check, for all monies due to ARPA to the State Office within one week after the event.
8. A three-person committee will be appointed by the Competitive Sports Committee to serve as the governing body of the competitive sports even. The Host City must be responsible for the housing of the three-person committee.

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Address

\_\_\_\_\_  
Telephone

\_\_\_\_\_  
Name of Meet/Tournament Director

\_\_\_\_\_  
Telephone

Approved by the ARPA Competitive Sports Committee.

Chairman: \_\_\_\_\_

Date: \_\_\_\_\_

**APPENDIX B**

**ALABAMA RECREATION AND PARKS ASSOCIATION  
TEAM SPORTS OFFICIAL ROSTER**

Department: \_\_\_\_\_ Athletic Event: \_\_\_\_\_ Male ( ) Female ( )

Age Division: \_\_\_\_\_ Recreation Staff in Charge: \_\_\_\_\_

Address: \_\_\_\_\_ City/ST/Zip: \_\_\_\_\_ Phone: \_\_\_\_\_

<b>Name</b>	<b>Age</b>	<b>Birth Date</b>	<b>Street Address (Address, City, State, Zip)</b>
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			
14.			
15.			
16.			
17.			
18.			
19.			
20.			
Coach			
Coach			
Coach			

I certify that the names/participants in the event above are eligible to represent my Department and I/Department staff has explained the ARPA rules regarding this event to this team and its coaches.

Date: \_\_\_\_\_ Department Director: \_\_\_\_\_

**APPENDIX C****2009 ARPA SWIM MEET QUALIFYING TIMES**

AGE GROUP & STROKE	BOYS		GIRLS	
	YARDS	METERS	YARDS	METERS
<b>8 AND UNDER</b>				
100 I.M.	2:19.33	2:35.26	1:50.10	2:03.11
25 BREAST	27.12	29.83	26.63	29.29
25 FREE	18.10	19.91	17.99	19.79
25 FLY	22.67	24.94	22.98	25.28
25 BACK	25.14	27.65	25.18	27.70
50 FREE	40.85	45.94	38.91	43.80
<b>9 – 10</b>				
100 I.M.	1:26.90	1:37.59	1:30.55	1:41.60
50 BREAST	45.29	50.82	43.61	48.97
50 FREE	34.37	38.81	33.69	38.06
50 FLY	59.17	1:06.09	39.21	44.13
50 BACK	43.04	48.34	40.33	45.36
100 FREE	1:18.40	1:28.24	1:14.61	1:24.07
<b>11 – 12</b>				
100 I.M.	1:16.76	1:26.44	1:19.06	1:28.97
50 BREAST	41.55	46.71	40.76	45.84
50 FREE	32.68	36.95	30.70	34.77
50 FLY	33.85	38.24	37.36	42.10
50 BACK	37.78	42.56	36.73	41.40
100 FREE	1:11.89	1:21.08	1:08.11	1:16.92
<b>13 – 14</b>				
100 I.M.	1:11.50	1:20.65	1:12.51	1:21.76
50 BREAST	35.73	40.30	36.80	41.48
50 FREE	27.63	31.39	27.89	31.68
50 FLY	44.90	50.39	31.02	35.12
50 BACK	34.07	38.48	34.06	38.47
100 FREE	1:01.02	1:09.12	1:01.36	1:09.50
<b>15 thru 18</b>				
100 I.M.	1:07.62	1:16.38	1:11.84	1:21.02
50 BREAST	33.45	37.80	39.12	44.03
50 FREE	25.24	28.76	28.17	31.99
50 FLY	27.45	31.20	31.65	35.82
50 BACK	32.15	36.37	35.02	39.52
100 FREE	56.11	1:03.72	1:02.06	1:10.27

Y = yard time (in seconds)

T = difference in turns from yards to meters

(Y \* 1.1) + T = Meter Time

M = meters time (in seconds)

T = difference in turns from meters to yards

(M – T) divided by 1.1 = Yards Time

**APPENDIX D - 1**

**STATE SWIM MEET ENTRY FEE**

Entry Fee: Individual Events: \_\_\_\_\_ \* \$2.50 = \$ \_\_\_\_\_

Relays: \_\_\_\_\_ \* \$6.00 = \$ \_\_\_\_\_

Total Entry Fees: \_\_\_\_\_ = \$ \_\_\_\_\_

State Fees: Participants: \_\_\_\_\_ \* \$1.00 = \$ \_\_\_\_\_

Total Entry Fees: \_\_\_\_\_ = \$ \_\_\_\_\_

State Fees: \$ \_\_\_\_\_

Entry Fee: \$ \_\_\_\_\_

Total Fees: \$ \_\_\_\_\_

**APPENDIX D – 2**

**ALABAMA RECREATION AND PARKS ASSOCIATION  
STATE SWIM MEET ENTRY FORM**

District: \_\_\_\_\_ District Recreational Sports Representative: \_\_\_\_\_

Address: \_\_\_\_\_ Telephone: \_\_\_\_\_

Age Group: \_\_\_\_\_ Boys

Name	Affiliate	I.M.	Breast	Free	Flv	Back	Free	1 meter Diving	3 meter Diving

Age Group: \_\_\_\_\_ Girls

Name	Affiliate	I.M.	Breast	Free	Flv	Back	Free	1 meter Diving	3 meter Diving

Individual Events: \_\_\_\_\_ @ \_\_\_\_\_ = \_\_\_\_\_

Relays: \_\_\_\_\_ @ \_\_\_\_\_ = \_\_\_\_\_

Total: \_\_\_\_\_

**APPENDIX D-3****ALABAMA RECREATION AND PARKS ASSOCIATION  
STATE SWIM MEET ENTRY FORM****\*MEDLEY RELAY**

	EVENT #	FEMALE A	FEMALE B	FEMALE C
8 & U				
9 – 10				
11 – 12				
13 – 14				
15 – 18				

**\* MEDLEY RELAY**

	EVENT #	MALE A	MALE B	MALE C
8 & U				
9 – 10				
11 – 12				
13 – 14				
15 - 18				

Please list name of relay participants, the affiliate name and the entry time.

**APPENDIX D-4****\*FREE RELAY**

	EVENT #	FEMALE A	FEMALE B	FEMALE C
8 & U				
9 – 10				
11 – 12				
13 – 14				
15 – 18				

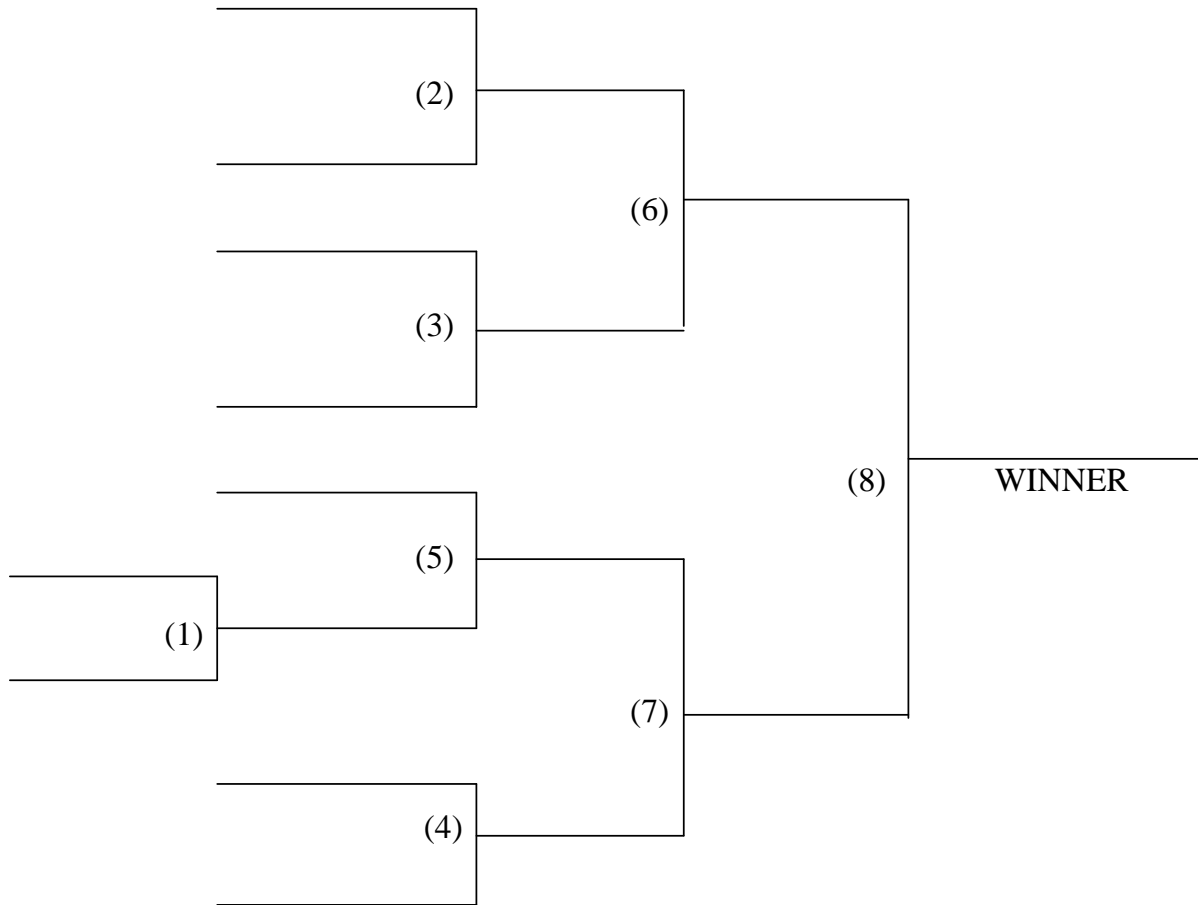
**\* FREE RELAY**

	EVENT #	MALE A	MALE B	MALE C
8 & U				
9 – 10				
11 – 12				
13 – 14				
15 - 18				

Please list name of relay participants, the affiliate name and the entry time.

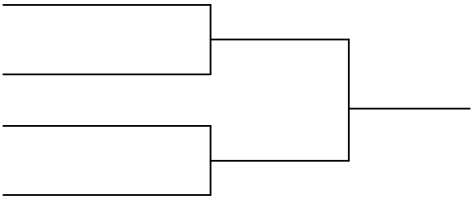
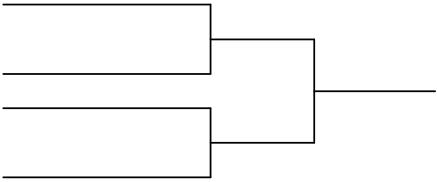
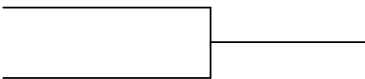
**APPENDIX E-1**

**ALABAMA RECREATION AND PARKS ASSOCIATION  
STATE BASKETBALL TOURNAMENT  
NINE (9) TEAM BRACKET**



**APPENDIX E-2**

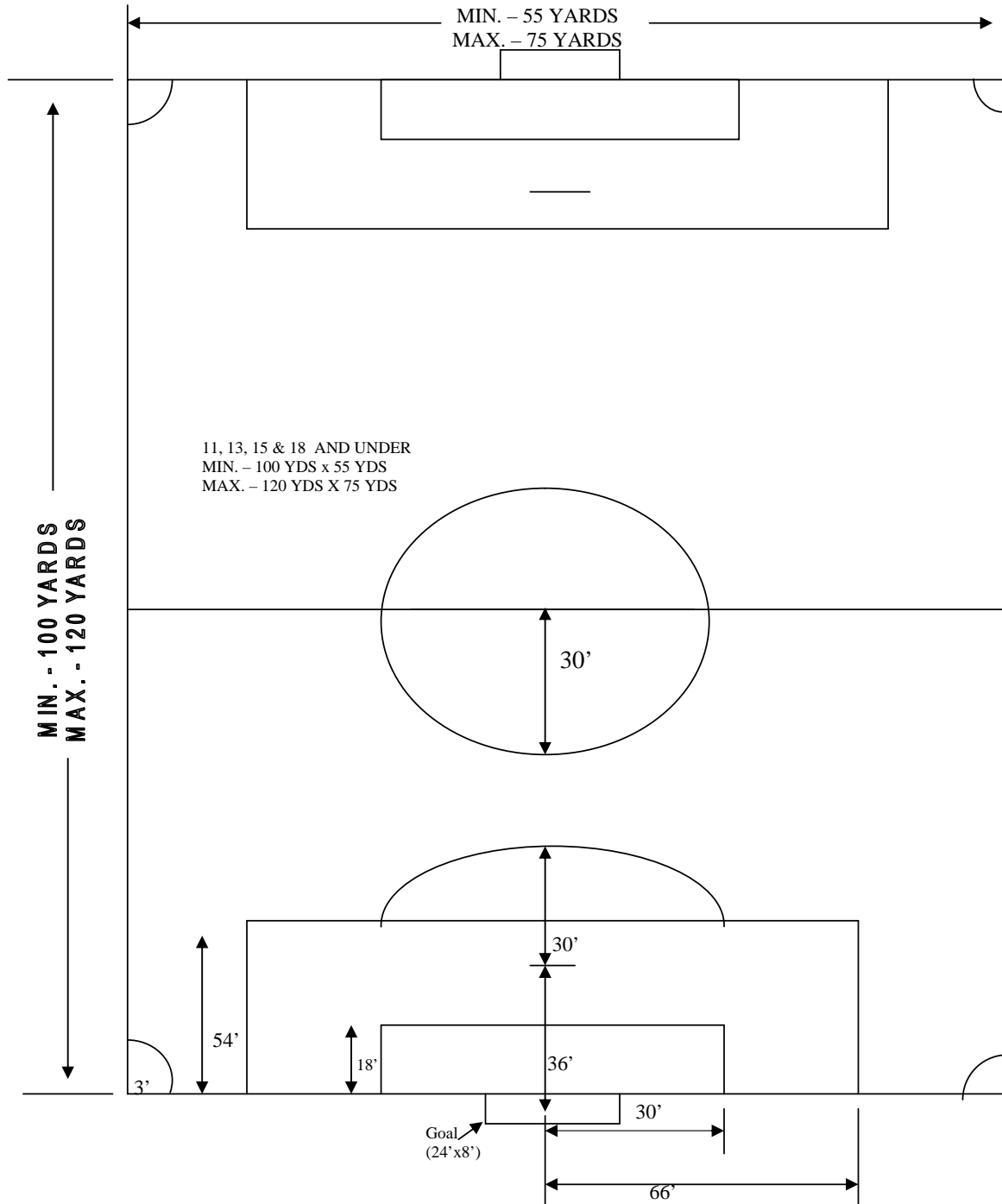
**ALABAMA RECREATION AND PARKS ASSOCIATION  
POOL PLAY BREAKDOWN BY TEAM FOR SOCCER**

16 TEAMS:	4 POOLS	(4)	(4)	(4)	(4)	Advance to Bracket
15 TEAMS:	4 POOLS	(4)	(4)	(4)	(3)	Play top team from each pool
14 TEAMS:	4 POOLS	(4)	(4)	(3)	(3)	
13 TEAMS:	4 POOLS	(4)	(3)	(3)	(3)	
12 TEAMS:	4 POOLS	(3)	(3)	(3)	(3)	
11 TEAMS:	3 POOLS	(3)	(4)	(4)		Advance to Bracket
10 TEAMS:	3 POOLS	(3)	(3)	(4)		Play top team each pool and a wild card team
9 TEAMS:	3 POOLS	(3)	(3)	(3)		
8 TEAMS:	2 POOLS	(4)	(4)			Top team each pool advances
7 TEAMS:	2 POOLS	(4)	(3)			
6 TEAMS:	2 POOLS	(3)	(3)			



**APPENDIX F-2**

**ALABAMA RECREATION AND PARKS ASSOCIATION  
SOCCER FIELD DIMENSIONS**



**APPENDIX G**

**ALABAMA RECREATION AND PARKS ASSOCIATION  
RECREATIONAL SPORTS RULE SUGGESTION**

\_\_\_\_\_, 20\_\_

TO: Chairperson, Recreational Sports Committee  
C/O Alabama Recreation and Parks Association  
P.O. Box 230579  
Montgomery, Alabama 36123-0519

The rule suggested changed can be found on:

- 1. Rule # \_\_\_\_\_
- 2. Article # \_\_\_\_\_
- 3. Section: \_\_\_\_\_
- 4. Paragraph: \_\_\_\_\_
- 5. Page # \_\_\_\_\_

6. The rule as it now reads:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

7. Why I feel the rule should be changed:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

8. Rule as I propose it to read:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

SIGNATURE: \_\_\_\_\_ NAME: \_\_\_\_\_

AFFILIATE: \_\_\_\_\_ POSITION: \_\_\_\_\_

ADDRESS: \_\_\_\_\_  
(street number)

(City)

(Zip code)

(If more space is needed, attach additional sheets)

**APPENDIX H**

**ARPA TOURNAMENT REPORT**

**Host Affiliate** \_\_\_\_\_ **Tournament Date(s)** \_\_\_\_\_

**Type:** District Tournament \_\_\_\_\_ State Tournament \_\_\_\_\_ Boys \_\_\_ Girls \_\_\_

**Sport:** Basketball \_\_\_\_\_ Soccer \_\_\_\_\_ Swimming \_\_\_\_\_ Diving \_\_\_\_\_  
Softball \_\_\_\_\_

**Age(s):** 9 & Under \_\_\_\_\_ 12 & Under \_\_\_\_\_ 15 & Under \_\_\_\_\_  
10 & Under \_\_\_\_\_ 13 & Under \_\_\_\_\_ 16 & Under \_\_\_\_\_  
11 & Under \_\_\_\_\_ 14 & Under \_\_\_\_\_ 18 & Under \_\_\_\_\_ Other \_\_\_\_\_

**Income:**

	# of Teams _____	x	Team Entry Fee _____	=	_____
	Total General Admission _____	x	Admission Fee _____	=	_____
	Total income from concessions			=	_____
	Total sponsors contributions			=	_____
	Other income: (nature)			=	_____
	Other income: (nature)			=	_____
	<b>Total Income:</b>			=	_____

**Expenses:**

ARPA Fees (\$10.00 per team for District and State Tournaments)

ARPA bid Fee: (if hosting a state tournament)		=	_____
ARPA team fees: # of teams _____ x fee (\$10)		=	_____
# of officials _____ x per game fee _____ x # of games _____		=	_____
# of scorekeepers _____ x per game fee _____ x # of games _____		=	_____
total expenses from concession		=	_____
other expenses: (nature) _____		=	_____
other expenses: (nature) _____		=	_____
<b>Total Expenses:</b>			= _____

**Tournament Net (Total Income – Total Expenses)** = \_\_\_\_\_

# of spectators present	1 <sup>st</sup> Day _____	2 <sup>nd</sup> Day _____	3 <sup>rd</sup> Day _____	4 <sup>th</sup> Day _____	Total _____
# of players & coaches present	1 <sup>st</sup> Day _____	2 <sup>nd</sup> Day _____	3 <sup>rd</sup> Day _____	4 <sup>th</sup> Day _____	Total _____
# of Recreation Professional Present	1 <sup>st</sup> Day _____	2 <sup>nd</sup> Day _____	3 <sup>rd</sup> Day _____	4 <sup>th</sup> Day _____	Total _____

Signature of Person Submitting Report: \_\_\_\_\_

**APPENDIX I**

**Alabama Recreation and Parks Association, Inc.  
PARENTAL AUTHORIZATION AND MEDICAL RELEASE**

Team Name: \_\_\_\_\_

Affiliate Name: \_\_\_\_\_

I, parent or guardian of the child whose name is listed on the same line with my signature below, hereby give approval to his/her participation in Alabama Recreation and Parks Association, Inc. (ARPA) tournament activities as a member of the above named team representing the identified ARPA Affiliate Member. I assume all risks and hazards incidental to such participation including transportation to and from all activities; and do hereby waive, release, absolve and indemnify and agree to hold harmless the Alabama Recreation and Parks Association, Incorporated, Its Directors, Officers, Members and Staff, the local Parks and Recreation Department and/or Board, the local league organization, the tournament organizers, sponsors, supervisors, officials, participants and persons transporting the child to and from activities, for any claim arising out of injury to the child, except to the extent and in the amount covered by the accident and/or liability insurance held by the local league.

I also grant permission to managing and/or coaching personnel or other team representatives or tournament officials to authorize and obtain medical care and treatment from any licensed physician at a hospital or medical office should the child become ill or injured while participating in ARPA tournament activities while away from home, or at other times when neither parent/guardian is available to grant authorization for emergency treatment. It is further understood that any payment and/or insurance for the cost of such medical treatment if required will be the sole responsibility of the participants parent/guardian.

A certified birth certificate or acceptable proof of age of the above named participant has been furnished to ARPA tournament officials or is attached.

<b>Child's Name</b>	<b>Signature of Parent / Guardian</b>
1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
6. _____	_____
7. _____	_____
8. _____	_____
9. _____	_____
10. _____	_____
11. _____	_____
12. _____	_____
13. _____	_____
14. _____	_____
15. _____	_____
16. _____	_____
17. _____	_____
18. _____	_____
19. _____	_____
20. _____	_____



**APPENDIX K****ARPA FACILITY SAFETY CHECK LIST**

Host Affiliate \_\_\_\_\_ Tournament Date(s) \_\_\_\_\_

Type: District Tournament \_\_\_\_\_ State Tournament \_\_\_\_\_ Boys \_\_\_\_\_ Girls \_\_\_\_\_

Sport: Basketball \_\_\_\_\_ Soccer \_\_\_\_\_ Swimming \_\_\_\_\_ Diving \_\_\_\_\_ Softball \_\_\_\_\_ Other \_\_\_\_\_

Age: 8 & Under \_\_\_\_\_ 9 & Under \_\_\_\_\_ 10 & Under \_\_\_\_\_ 11 & Under \_\_\_\_\_  
 12 & Under \_\_\_\_\_ 13 & Under \_\_\_\_\_ 14 & Under \_\_\_\_\_ 15 & Under \_\_\_\_\_  
 16 & Under \_\_\_\_\_ 17 & Under \_\_\_\_\_ 18 & Under \_\_\_\_\_ Other \_\_\_\_\_

Safety check list to be completed by the ARPA Host Affiliate before all ARPA District and State level athletic events. After completing this form, it should be submitted to the District Recreational Sports Chair to then forward to the State Chair and ARPA State Office.

- \_\_\_\_\_ Playing surface smooth and level (no holes, rocks, debris, etc.)
- \_\_\_\_\_ Bases secure and level (softball)
- \_\_\_\_\_ Fencing secure with no holes or gaps
- \_\_\_\_\_ Gates open and close properly
- \_\_\_\_\_ Player benches are safe
- \_\_\_\_\_ Adequate field lighting
- \_\_\_\_\_ Spectator areas/bleachers secure and safe distance from playing area
- \_\_\_\_\_ Adequate rest room facilities
- \_\_\_\_\_ Adequate security on site
- \_\_\_\_\_ Qualified on site first aid
- \_\_\_\_\_ Access to phone/ radio for EMS if needed
- \_\_\_\_\_ Access to current weather conditions (radar /tv / radio)
- \_\_\_\_\_ Adequate severe weather plan
- \_\_\_\_\_ Player / Spectator areas free from hazards such as electrical, slipping, tripping, etc.
- \_\_\_\_\_ Public address system
- \_\_\_\_\_ Concession stands adequate
- \_\_\_\_\_ Adequate parking
- \_\_\_\_\_ Adequate emergency exits with no obstructions
- \_\_\_\_\_ Adequate padding on any obstructions near playing area (walls, poles, goals, etc)
- \_\_\_\_\_ Goal mounted securely to prevent tipping over or falling (**soccer**)
- \_\_\_\_\_ Nets secured with no holes or gaps (**soccer**)
- \_\_\_\_\_ Starting blocks secure and safe (**swimming**)
- \_\_\_\_\_ Pool water P.H. between 7.2-7.5 and chlorine level between 1.5-3.0 ppm (**swimming & diving**)
- \_\_\_\_\_ Proper depth of water (**swimming & diving**)
- \_\_\_\_\_ Diving boards secure and safe (**diving**)
- \_\_\_\_\_ Adequate lifeguard coverage (**swimming & diving**)

Completed by: \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

Please Print Name