

# SVAA BASKETBALL COACHES MANUAL

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## SVAA BASKETBALL COACHES MANUAL

**NOTE: COACHES --- You must understand the contents of this manual. In fulfilling this obligation, you will eliminate the major difficulties we experience each year involving a misunderstanding of SVAA's rules and procedures. At the end of the season communicate your suggestions for program improvement to the Sport Commissioner. Let's make each year better than the preceding. Thank you for your contribution to the youth of this area.**

**All rules will be enforced by the game officials, Commissioners, and the SVAA Board of Directors or a committee thereof. Some rules contain penalties and penalty limits while others do not. For those rules that do not contain a penalty, the Commissioners and/or the Rules Infraction Committee have full authority to impose whatever penalty they deem appropriate for the violation.**

=====FORWARD=====

**As the coach, you are the SVAA representative who is responsible for the success or failure of our program. To the players and parents, YOU ARE SVAA!!**

**The essence of SVAA is what happens between you and the children. If done with care and concern, it can be one of the finest educational experiences a child can have.**

**SVAA is a unique organization; it exists only because of many people caring about their children and dedicating their time. Remember, SVAA is a nonprofit, volunteer organization that sponsors baseball, softball, T-ball, basketball, football, and volleyball events for children. Sometimes, in our zeal to see that the best is done, we forget that we are dealing with children. The best interest of the children is the most important fact in SVAA life.**

**HOW WE PLAY THE GAME - It is the policy of SVAA that every boy and girl that signs a contract be assigned to a team and be given a fair opportunity to play in every game. Every youngster will be taught the responsibility that he has to his teammates, to his Mother and Father, to his Country, to his God, and to himself. Every youngster will be treated with kindness and consideration, and at no time will any coach humiliate, embarrass, abuse or mistreat any youngster within the framework of this program. All children will be taught that it is not everything to win . . . nor are you a failure if you lose. The essence and heart of the SVAA program is the simple philosophy that it is better to have tried and failed than not to have tried at all. All coaches are responsible for teaching each boy and girl that the most important aspect of competitive sports is not to win, but to play with all one's ability even in the face of insurmountable odds. Each coach will accept the challenge that they will honestly and sincerely do the best they can to teach each boy and girl how to have fun playing whatever sport it may be.**

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**THIS PROGRAM IS FOR THE PARTICIPANTS (OUR CHILDREN).**  
**PLEASE WORK TO KEEP IT THIS WAY.**  
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## **1.0 LEAGUE ORGANIZATION**

SVAA is operated by an elected board of volunteer directors that serve as the final authority for any decision relating to the sport of Basketball. The Board has responsibility for appointing one of its members to organize and run each of its sports programs. This individual is called the Sport Commissioner.

**1.1 Sport Commissioner** - The Sport Commissioner has responsibility for operation of the Basketball program. Prior to player registration the Sport Commissioner will submit to the Board of Directors the following:

- Budget for the current sport season
- A calendar of season events
- Proposed changes to established rules for league administration and team play

Prior to the first league game the Sport Commissioner will submit to the Board for their approval:

- Names of all league officials including deputy commissioners and league presidents

During the season the Sport Commissioner will furnish the Board a monthly written report dealing with the operation of his/her assigned sport.

**1.2 Deputy Commissioners** - The Sport Commissioner may appoint Deputy Commissioners to govern the boys and girl's leagues and for such other matters as may be necessary for the proper administration of the sport.

**1.3 League Presidents** - League Presidents play a vital role in the administration of the Basketball program. They provide the link between SVAA and the coaches/players. A description of the League President's responsibilities is set forth in the League President's Guide.

**1.4 Disputes/Protests** - Tact, firmness, and diplomacy should be your bywords when you have any problems or disputes. If you have any problems or complaints, first go to your League President. If the situation cannot be resolved to your satisfaction, communicate with the applicable Deputy Commissioner. If you still have a problem, communicate your issue in writing to the Sport Commissioner. You will receive a written answer within seven (7) days. If you are still not satisfied, forward your complaint, the Sport Commissioner's reply, and a \$50.00 appeal fee to the Rules Infraction Committee as discussed in the "Rules Infraction Guideline" attached in the back of this book. The decision of

the Board or any committee thereof will be final.

Coaches that fail to abide by this process may be suspended without further notice. SVAA expects, and demands, that Coaches remember at all times that very young and impressionable children are observing their behavior. As a result, loud and offensive conduct of any sort will not be permitted. Note: Disputes should not be arbitrated on the basketball court in the presence of our children... see your League President. The Rules Infraction Committee will determine the manner in which a dispute is addressed in any matter brought before it.

**1.5 Division Organization/Playoff Format** - Determination of division numbers and team placement within each division is the responsibility of the League President. Division organization and playoff format will be furnished to each coach prior to the first league game. At the end of the regular season, the number of teams in each division as established by the League President prior to the start of the season (based on won-loss records) will advance to the playoff games.

**1.5.1 Tie Breakers** - In the event of identical standings, the selection will be based upon "who-beat-who" during the regular season. If a tie still exists then "points allowed" during the regular season will be used to determine division representation in the playoffs. If two or more teams are tied for more than one playoff spot, this procedure will be repeated after the team qualifying for the first spot is determined. Any remaining ties will be broken by a coin toss conducted by the League President and/or the Deputy or Sport Commissioner. This method of breaking a tie will be used for all playoff formats.

**1.6 Awards** - It is the policy of SVAA to present awards based primarily on won-loss standings and tournament performance. Participation awards will be presented in the instructional (K and 1st grades) leagues only.

**1.6.1 All Leagues (Except K and 1st Grades)** - Awards will be presented to the regular season division champion(s). For the purpose of awards the division champion will be determined by won-loss record only. In the event of a tie, co-champion awards will be presented.

**1.6.2 Playoffs** - Playoff awards will be presented to: 1. Tournament Winner and 2. Tournament Finalist (runner-up). A regular season "division winner" that becomes a "tournament winner" will receive the "Tournament Winner" award only. A regular season "division winner" that does not become a "tournament winner" will receive the "division winner" award. No team will receive more than one award for competition.

**1.6.3 Sportsmanship** - At the discretion of the League President, a sportsmanship award may be given in each league. Determination for this award will be the responsibility of the League President. The League President may solicit opinions from the participating coaches. The League president, with prior consent of the

**Sport Commissioner, may elect to allow each team to select one player to receive a sportsmanship award.**

**1.6.4 Other Awards - No other awards may be given in the name of SVAA.**

## **2.0 TEAM FORMATION**

**Participants are assigned to teams by the League President from player registration contracts on the basis of grade, school, geographical location of residence, teams needs, prior team affiliation, etc. (participants must live in 50 mile radius of the Dallas Metroplex). Except in rare circumstances, team assignments may not be changed once a player is assigned to a team. Any player reassignment requires the approval of the Sport Commissioner.**

**If a participant is assigned to a team outside his/her normal school nucleus because that school nucleus team is full or the child moves after assignment, he/she may request in the next season to be placed on his school team (if space available).**

**Any such participant will be given priority over new SVAA children from that school for home school team placement. To receive this priority, the participant's contract must be received by the SVAA office prior to the contract deadline and must note a request to transfer to a school nucleus team. If there is more than one school team, the participant will not be permitted to pick between the two teams. The League President will make the determination based upon space availability.**

**2.1 Player Contracts/Eligibility - All players must have a contract on file (including fee & deposit where applicable) prior to any participation in an SVAA event (including practices, practice games and league games). A game involving an unauthorized player will result in forfeiture of that game. Practices and/or games involving unauthorized players may result in disciplinary action against the coach.**

**Player contracts completed prior to the "contract deadline" will receive priority for team placement over contracts received after the deadline date. Players may not be added to team rosters after the first regular season game (practice games excluded).**

**A player may elect, subject to the approval of the League President and Sport Commissioner, to participate in a higher league (grade), if there is space available, but may not play in a league below his grade. A player may not play on two SVAA teams during the same season.**

**Any team that has four or more players that also play on a school team will be placed in a separate division with other such teams. Any other team in a league may also request to be placed in this separate division, but such a request will be solely at the discretion of the League President. For a separate division to be formed, there must be a minimum of four qualifying teams.**

Players with a medical condition must have a treating physician's medical release on file in the SVAA office prior to participating in any SVAA event and/or practices.

Any exception to the player contract/eligibility rules must be approved in advance and in writing by the Sport Commissioner. This written documentation must be on file (attached to the player's contract) in the SVAA office prior to any player participation.

## **2.2 Player Team Assignment**

**2.2.1 Existing SVAA Teams** - Existing SVAA teams will first be assigned all players from their immediate past season roster provided they register by the deadline. Any player who indicates a desire not to continue as part of his immediate prior year team may be removed from the team and reassigned at the discretion of the League President. (A player is not guaranteed assignment to a specific team unless he/she was a member of that team during the immediate past season). Any player assignment to a team other than his/her immediate past season team requires the approval of the Deputy Commissioner or Sport Commissioner.

The team integrity rule may not apply for teams entering the 2nd, 7th and 10th grades at the discretion of the Sport Commissioner.

**2.2.2 Transfer Teams** - An existing team that did not participate with SVAA during the immediate past season will furnish the League President with an official roster of players from the immediate past playing association in order to qualify those players as part of that existing team. The composition of this team will, initially (prior to draft), be limited to a single school area. Players not meeting the single school area will be treated as new players. [The objective of this rule is to offer existing teams entering SVAA league play the same opportunity for players that traditionally is offered teams currently part of the SVAA program.]

**2.2.3 Disbanding Teams** - The League President may disband existing teams only with the prior approval of the Sport Commissioner and under the following conditions: 1) If maintaining existing rosters will create a significant player imbalance (numbers) that cannot be corrected by other means agreeable to all coaches, 2) If there is no returning coach and one cannot be recruited from the roster, 3) Other circumstances that are mutually agreeable to both the League President and the Sport Commissioner. All remaining players will be placed into the player draft pool.

**2.2.4 New Players/New Teams** - All remaining players that are not a part of an existing team or do not meet the one school area transfer team criterion will be

treated as new players. New players will be assigned to teams from the same school or school area to the extent possible. Written requests for team assignment (normally noted at the bottom of the player contract) may be taken into consideration at the League President's discretion if they attend that school served. An objective in the assignment of new players is to maintain near equal player numbers per team without assigning players to teams outside of his or her school area if there is no space available on the school area team.

New teams may be formed provided sufficient player contracts are available.

A League President may assign up to ten (10) players to any team without the coach's approval. Under no circumstances will there be more than ten (10) players to a roster.

**2.2.5 Playing-Up** - Players requesting to play above their actual grade level may do so provided space is available. The League President will defer this decision until just prior to the coach's meeting. All players submitting contracts to play at their normal grade level prior to the contract deadline will have priority over any "playing-up" contract. If the Sport Commissioner determines to permit an entire team to "play-up", then that team will be required to continue to "play-up" in subsequent years.

**2.3 Late Sign-ups** - Contracts received after the "contract deadline" date will be assigned, space permitting, to teams by the League President. The basis for this assignment will take into consideration geographical area and team with the least number of players.

**Note:** Coaches MAY NOT recruit or promise prospective players a specific team assignment. This is the responsibility of the League President.

### **3.0 RESPONSIBILITY OF THE COACH**

**3.1 Coaching Requirements** - To be able to coach in SVAA, the head coach must be at least 22 years or older unless an exception is approved in advance by the Sport Commissioner. If the Sport Commissioner approves a coach younger than 22 years old for any team, that team must still have an adult present at all practices and on the bench during all games. No game may be played unless there is an adult on the bench with the team. This adult must be in addition to the parent assigned to the scorekeeper's table.

**3.2 Coaches' Meeting** - The coach is required to attend a coach's meeting. SVAA has entered into an agreement with Positive Coaching Alliance (PCA) to provide training for all of our head coaches. All head coaches are required to become certified either by attending a training session in person or by performing the session on line.

The objectives of the coaches' meeting are:

- Meet your League President and other coaches
- Receive player roster and practice gym assignment
- Receive player uniforms and game ball
- Participate in general discussions outlining season calendar, rule changes and interpretation, location and times for practice games, etc.

**3.3 Coach/Team/Parent Relations** - Coaches are required to have a parents meeting prior to the first league game. It is an important policy of SVAA that the Head Coach meets with the parents of his players. During this meeting the following information should be conveyed:

- League assignment is based on a player's school grade.
- Parents are expected to conduct themselves in an adult manner at all times, to set an example of good citizenship and sportsmanship for their children and other participants. No alcoholic beverages, tobacco, or illegal drugs will be allowed at any team function.
- Distribute game and practice information. Explain to them what they may expect of you and what you may expect of them (this will be a good time to solicit parents for any help you may need). While SVAA no longer imposes limits on the maximum amount of practice time during the sport season, players may not be required to attend more than 1 1/2 hours of practice a week for 2<sup>nd</sup> – 12<sup>th</sup> grade. As a result, a coach may not discipline any player for failure to attend any practice sessions that the coach may hold in excess of the above limitations and the coach must so inform all players and parents.
- Explain your basis for team discipline (e.g., If a player misses practice, games or is late for a game). Discipline must be consistent for every team member.
- Briefly describe rules of play that are unique to SVAA and your league.
- Make sure parents know their views are welcome -- after a game or practice.
- Parents must agree that they will provide, at their own expense, any insurance deemed necessary to cover player for any SVAA related injury. Any injury requiring a doctor's visit must be reported to the SVAA office immediately.
- Ask parents to provide you with dates/times of potential conflicts with games. Report to your League President those dates where conflicts will reduce your team to less than five players.

**3.4 Practices/Facilities** - Practice is defined as any coach and five (5) or more players meeting together. Practices may not be held prior to the coaches meeting. During the school year SVAA will provide facilities for team practices for 1 hour per week for 2nd grade and 1 ½ hours for 3<sup>rd</sup> – 12<sup>th</sup> grade. When school is in recess for the holiday season or for any other reason, practices are at the coach's

discretion, but assigned gyms will not be available for use.

Coaches will insure that good conduct is maintained in gyms and that players and spectators stay out of hallways. Gym practices are scheduled very close together and it is a matter of common courtesy to vacate the gym at the end of your practice. We must obey the rules of each school or we may not be allowed to use the gyms. A member of the coaching staff will remain at the practice site until each of his team members has safely departed for home. Under no circumstances will a player be left unattended at a practice site.

We have had a number of instances in which SVAA teams were responsible for damages to the RISD gymnasiums. To help address the problems, the Board has determined that each team must post a \$100 deposit with SVAA before that team will be permitted to practice or play games in a RISD facility. At the end of the season, if your team has not caused any damages to the facility, the \$100 check will be shredded.

### SPECIAL CONSIDERATION

**THE RICHARDSON INDEPENDENT SCHOOL DISTRICT AND THE DALLAS PARKS AND RECREATION DEPARTMENT HAVE BEEN EXTREMELY COOPERATIVE IN HELPING SVAA PROVIDE FACILITIES TO OPERATE OUR PROGRAMS. THE CONTINUATION OF THIS COOPERATION IS VITAL AND REQUIRES YOUR CONSTANT AWARENESS IN CARING FOR, AND THE PROTECTION OF, THESE FACILITIES. IT IS IMPERATIVE THAT WE MAINTAIN THE REPUTATION OF BEING ONE OF THE MOST CONSCIENTIOUS ORGANIZATIONS USING PUBLIC FACILITIES. (PLEASE READ AND FOLLOW APPENDIX A.)**

**A few suggestions for practice: Be present at all team practice sessions and games, or be sure that you have a reliable adult assistant coach present at games or practices. Be dependable!**

**Do not have practice on the day of the game; remember we are working with children, not men and women. However, a warm up period may be utilized.**

**Practices are where a coach shows what he (she) is made of. Coaching takes time not only on the basketball court, but also at the "drawing board."**

- **Set up a practice schedule and stick to it.**
- **Have "skull" sessions with your assistant coaches after practice.**
- **Plan each practice session.**
- **Practice sessions should be fast paced, and involve all team members as much as possible. Avoid standing around.**

As a coach, you should use the Assistant Coaches as much as possible. If they don't know the sport, you, as the Head Coach, teach them as well. They may want to be a Head Coach someday! Ask for feedback from your Assistant Coaches. You might be surprised how much they can help.

**3.4.1 Practice Games** - Teams are allowed to hold scrimmage games within their respective leagues. However, teams are not allowed to play or practice teams from older or younger SVAA teams or any non-SVAA team. Teams are allowed to play in tournaments during weekends when there are no scheduled SVAA games (holiday break).

**3.4.2 Rescheduling** - Only the League President may reschedule games and set times and locations for make-up games. Games may be rescheduled in some circumstances, when a team will have less than the minimum number of players required for a game (5 players). Rescheduling games can cause an inconvenience for many people and should be avoided if possible. Requests to reschedule games should be made as far ahead of the game time as possible, and no later than 48 hours before game time.

**3.4.3 Forfeits** - Any team that forfeits a game without having provided the League President with 48 hours advance notice shall be assessed a \$65 charge to cover the costs for referees and gym time that could have been avoided had proper notice been given. This charge would be sent to the SVAA office, before the next scheduled game, or it will be taken out of the coaches' deposit furnished at the beginning of the season. Any team that violates this provision will not be allowed to play any further games until this charge has been paid to the SVAA office. Coaches should make sure that the parents of their players are aware of the charge for forfeitures.

If a team does not have the required "minimum number of players" (5, per rule 4.2.5) to start a game at the scheduled start time, the game will be declared a forfeit. If a game is forfeited, the 2 teams may play an unofficial practice game until five minutes prior to the start time of the next game. Officials will not stay in the facility, since it is no longer an officially sanctioned SVAA event.

At the end of the season if a team involved in a forfeit is in a tie, the method of determining points allowed for a tie-breaker will be based on the average points allowed for full games played.

**3.5 Liability** - It is the duty and responsibility of each parent to provide proper insurance they feel is adequate and necessary to cover loss in the event of injury. The parents agree by permitting their child to participate in the SVAA program to hold SVAA harmless against loss due to the participation of their children in the sports programs.

**3.6 Conduct on The Court** - As a Head Coach you are responsible for the actions of your assistant coach, players and parents. Each team is allowed 1 head coach, 1 assistant coach and players at courtside. Only one coach can be standing on the sideline during play. Unless a child is hurt, parents and other supporters should remain in the stands. Only the Head Coach may question an official.

Do not argue with the referees or threaten them in any manner. If you feel that the official(s) does not understand the rules, or "calls" a bad game, see your League President, after the game. A coach placing unnecessary pressure on an official risks forfeiture of the game.

Players and coaches that conduct themselves in an unsportsmanlike manner and violate the intent and purpose of the SVAA philosophy will not be allowed to participate in any SVAA event until they have met with the SVAA Commissioner to assess their continued eligibility. Those who violate this rule may be suspended.

The use of foul or abusive language, alcohol, tobacco, or drugs will not be tolerated by SVAA. Teams that engage in abusive or disruptive behavior shall have the game in which the conduct occurs declared a forfeit with the suspension of the offending coach(es), parent(s) or player(s) for as long as the League President deems appropriate. A second offense may result in the dismissal of the entire team from the league.

A coach, player or fan ejected from a game will be suspended for a minimum of the next game and must meet with the appropriate Deputy Commissioner or Sports Commissioner to re-establish eligibility for further participation in or attendance at any future league games. The ejected individual must leave the gym or risk forfeiture of the game. Failure to obtain the appropriate Commissioner's approval for future participation or attendance may result in forfeiture of all games in which the offending player or coach participates or fan attends.

**3.7 Number of Teams** – A coach can be the Head Coach of a maximum of three basketball teams during a single season.

## **4.0 BASKETBALL RULES**

**4.1 Rule Interpretation** - All interpretations of the rules of play will be the responsibility of the official in charge. This official will inform both Head Coaches of the ground rules prior to the start of the game. The rules are official H.S. Federation rules of basketball of the current year and modified by SVAA in this document. SVAA modification prevails where there is a conflict.

**4.1.1 Rule Changes/Exceptions** - These rules are designed to reflect the general attitudes that prevail within SVAA. However, exceptions do arise that must be addressed. If, during the course of the season, the need arises for rule modification that is beneficial to the league, the League President will document

the proposed changes in writing and submit them to the Sport Commissioner. The Sport Commissioner must gain Board approval prior to enacting any rule change. League Presidents do not have the authority to change rules stated in this manual without proper authorization as described above.

## **4.2 Pregame Information**

**4.2.1 Score keeping** - Teams will furnish one adult (age 18 or older) to act as official scorekeeper (Home) and scoreboard operator (Visitor). It is recommended that each team have adults who are familiar with these positions. If no adult is furnished, the coach must assume the responsibility. The scorekeeper will be responsible for keeping a record of playing time for each player in the first three quarters. The timekeeper will be responsible for the official game time and will notify the referee and each coach of the midway point of the third quarter so that player substitution can be made. All substitutes will report to the official scorekeeper before entering the game. Official scorekeeper and scoreboard operator should not instruct team members and remain neutral during play.

**4.2.2 Equipment** - Players may wear the normal protective-type basketball equipment provided that it cannot cause injury to other players. **NO JEWELRY OF ANY KIND WILL BE ALLOWED**, such as earrings, necklaces, watches, bracelets, rings, etc. Soft protective shoes must be worn in all gyms. No long pants will be allowed. No casts will be allowed.

All players must be in full uniform. All players must wear the jerseys issued by SVAA to be eligible to play. All jerseys must be tucked in. T-shirts worn under the jerseys are allowed provided all players wear the same color. All player jerseys are required to have 6-inch numbers on the front of the jersey and 6-inch numbers on the back of the jersey. Only the numbers 0 - 5 or a combination of any two of those numbers are allowed. No two (2) players may have the same number.

The home team will be designated on the schedule or will be determined as the higher seeded team during playoffs. The home team will wear white jerseys and the visiting team will wear colored jerseys. The home team will sit to the right of the scorer's table unless otherwise designated in the gym and will warm up prior to the game on the opposite end of the court.

All shorts must be worn at the waist and not at the hips. Slider pants will be allowed provided they match one of the two colors in the jersey. However, all players wearing sliders must wear the same color.

Junior sized basketballs (27.5) will be used in kindergarten through 3rd grade boys and girls leagues. Intermediate sized basketballs (28.5) will be used for 4th through 6<sup>th</sup> grade boys and all girls' leagues above 3<sup>rd</sup> grade. Official size basketballs (29.5) will be used in the 7<sup>th</sup> through 12<sup>th</sup> grade boy's leagues. Only

SVAA issued game balls will be used. SVAA issued game ball shall be furnished by the home team.

Kindergarten, 1st and 2nd grade boys and girls leagues will use 8-foot basketball goals. 10-foot basketball goals will be used for 3rd grade and up boys and girls leagues.

**4.2.3 Officials** - Officials are provided for all league games. Do not make remarks to the officials during the course of a game. Talk to the scorer only to elicit pertinent information. An official's decision, based on "judgment", is final...it cannot be reversed or appealed. You should talk to an official only when you need clarification of a particular call or decision.

If disruptive behavior is exhibited by the coaches, players or fans and it interferes with the game, the official may issue one warning or a technical foul, unless the official determines the conduct so outrageous as to not justify a warning or technical foul. If the disruptive behavior continues, the game will be forfeited by the team whose coaches, players or fans caused the disruption.

**4.2.4 Pre-Game Sign Up** - The complete team roster will be given to the official scorekeeper prior to each game. At least 5 minutes before scheduled game time each team will supply the scorekeeper with the name and number of each squad member who may participate. At least 3 minutes before scheduled starting time of game and before the start of 2nd half, each team will designate to the scorekeeper its starting team. The scorekeeper will mark in the score book which players are absent and the coach will advise the scorekeeper of any playing restrictions to any of his (her) players for disciplinary reasons which will be marked in the scorebook. A coach's failure to comply with these rules may result in the game being counted as a forfeit.

**4.2.5 Minimum Number of Players.** - A team must begin a game with five (5) players, but if a team has no substitutes to replace a disqualified or injured player, the team must continue with fewer than five (5) players.

**4.2.6 Warm Up Time** - A team is assured of no less than 5 minutes warm up time prior to the start of their game. The game will be started late in order to assure the team this minimum warm up time. It will not be started early under any circumstances. This is for the benefit of parents and other spectators who wish to see the entire game. Coaches are responsible for the conduct of their team during the waiting period while another game is in progress. This includes the containment of all loose balls. Balls are not to be bounced on the sideline during a game.

**4.2.7 Other Games** - No other games may be played under SVAA sponsorship except those specifically identified in this book (i.e., scrimmage, preseason, league and playoff). Teams are allowed to play in tournaments during weekends when

there are no scheduled SVAA games (holiday break). Games involving teams with select rosters (e.g., All-Star teams) are not permitted.

### 4.3 Game Rules

4.3.1 Free Throw Lane - The 3 second H.S. FEDERATION rule is modified as follows:

All 2<sup>nd</sup> - 4<sup>th</sup> grade and 5<sup>th</sup> grade girl's leagues - 5 seconds  
5<sup>th</sup> grade boy's and all 6<sup>th</sup> - 12<sup>th</sup> grade leagues - 3 seconds (normal)

### 4.3.2 Free Throw Distance

<u>League</u>	<u>Boys</u>	<u>Girls</u>
K – 3 <sup>rd</sup>	10 Feet	10 Feet
4 <sup>th</sup>	12.5 Feet	10 Feet
5 <sup>th</sup>	15 Feet	12.5 Feet
6 <sup>th</sup> – 12 <sup>th</sup>	15 Feet	15 Feet

For All Grades:

For 10 foot and 12 ½ foot distances, no more than three defensive players and no more than two offensive players may be in a rebounding position during an attempted free throw. All other players should be behind the 3-point line and above the free throw line. For the 15-foot distance, HS Federation rules apply.

4.3.3 Time Outs - Two (2) time outs per half per team per game will be allowed. Time outs will be 1 minute in duration. One minute of rest will be allowed between quarters and a 5-minute rest will be allowed between halves. One time out will be allowed in each overtime period. Unused time outs from regulation play may not be carried over to overtime periods.

In case of injury H.S. Federation rules will be followed. Time out will be taken when the official feels the injury is serious or when there is danger of further injury. Under other circumstances the official may elect to wait until a dead ball to call a time out. For example: A minor injury occurs on a rebound. The opposing team moves down court on a fast break. The official sees the injured player as a basket is about to be scored. He may elect to let play continue until the basket is scored or until the ball is dead. However, officials will be instructed to call time out in marginal situations. If a coach feels a time out is necessary when it has not been called by an official he may have a player call a time out when his team is in possession of the ball.

4.3.4 Full Court Press - The full court press is prohibited following a score in the K, 1st, 2nd, 3rd, 4th, and 5th grade leagues, and in the 6th grade league for girls. All players on the scoring team will immediately return to the defensive

half of the court. In the K, 1st, 2nd, 3rd and 4th grade leagues, and in the 5<sup>th</sup> grade league for girls, the full court press is also prohibited on an out-of-bounds play in the backcourt. In the K, 1st, 2nd and 3rd grade leagues, and in the 4<sup>th</sup> grade league for girls, the full court press is also prohibited on a change of possession in the backcourt. The full court press may be used in all other cases. Violation of this rule will result in a warning and then a technical foul when called by an official. *There will be NO FULL COURT PRESS ALLOWED AFTER A 20-POINT LEAD BY THE PREVAILING TEAM IN ANY SVAA LEAGUE UNTIL THE MARGIN DROPS BELOW 20 POINTS.* In the spirit of sportsmanship, in grades K-2<sup>nd</sup> and 3<sup>rd</sup> grade girls, defense must not extend past the top of the key after a 10-point lead by the prevailing team. In 3<sup>rd</sup> grade boys and 4<sup>th</sup> grade girls leagues, defense must not extend past the top of the key after a 20-point lead by the prevailing team.

<b>GIRL'S LEAGUE</b>	<b>K-4</b>	<b>5</b>	<b>6</b>
<b>Full court press allowed after a score:</b>	No	No	No
<b>Full court press allowed on out of bounds play in backcourt:</b>	No	No	Yes
<b>Full court press allowed on change of possession in backcourt:</b>	No	Yes	Yes

<b>BOY'S LEAGUE</b>	<b>K-3</b>	<b>4</b>	<b>5</b>	<b>6-12</b>
<b>Full court press allowed after a score:</b>	No	No	No	Yes
<b>Full court press allowed on out of bounds play in backcourt:</b>	No	No	Yes	Yes
<b>Full court press allowed on change of possession in backcourt:</b>	No	Yes	Yes	Yes

**4.3.5 Official Clock** - Games will consist of 4 quarters of play with the time clock running continuously. The time clock will be stopped for time outs throughout the game and operated in accordance with H.S. FEDERATION rules in the last two minutes of the game PROVIDED THE SCORE DIFFERENTIAL AT THE 2:00 MIN. MARK IN THE FOURTH QUARTER IS 10 POINTS OR LESS. ONCE A DETERMINATION IS MADE TO PLAY H.S. FEDERATION TIME CLOCK RULES, THESE RULES WILL BE IN EFFECT FOR THE ENTIRE TWO-MINUTE PERIOD.

In leagues and situations where full court press is not allowed, the ten (10) second backcourt clock will not be reset during the final two minutes of the game. This is to prevent teams from taking advantage of the full court pressing rules to cycle through multiple backcourt clocks to run out the time in a close game.

<b>GIRL'S LEAGUES</b>	<b>K-4</b>	<b>5-6</b>
<b>No. of Quarters</b>	<b>4</b>	<b>4</b>
<b>Duration of Quarters</b>	<b>8 min</b>	<b>9 min</b>

<b>BOY'S LEAGUES</b>	<b>K-2</b>	<b>3-8</b>	<b>9-12</b>
<b>No. Of Quarters</b>	<b>4</b>	<b>4</b>	<b>4</b>
<b>Duration of Quarters</b>	<b>8 min</b>	<b>9 min</b>	<b>10 min</b>

**4.3.6 Overtime Play** - If the score is tied at the end of the regulation play, a one minute rest period will follow and an overtime period will commence. The duration of this overtime period is 2 minutes. During the first minute of overtime, the time clock will run continuously except for time outs, and during the final minute H.S. Federation timekeeping rules will be followed.

For regular season games only, if the score is again tied at the end of this period, this procedure will be repeated until a winner is determined, *only if the scheduled start time for the next game has not elapsed. If the time has elapsed, the game will be declared a tie.* Playoff games will repeat this procedure until a winner is determined.

**4.3.7 Fouls** - Officials will explain the cause of a foul to the offending team if the foul is not of the obvious kind or if the team captain of either team requests an explanation. An explanation at this time will help prevent similar fouls from repeating. A head coach can request an explanation of a foul by requesting the timekeeper to call a time out and charge it to his team. The official will meet with both coaches at the scorer's table and will clarify the call. There will be no discussion allowed if the official feels there is no room for discussion.

**4.3.8 Substitution Rule** - Every eligible player shall play a minimum of one and one-half quarters per game. Senior (9th - 12th grade) League has free substitution throughout the game but every eligible player shall play a minimum of one and one-half quarters per game. Every player shall also be entitled to playing time in

both halves of the game. The only exception to this rule shall be illness, disciplinary action, or injury.

- If a player is to sit out due to discipline, the disciplinary action must be announced to the opposing coach and all officials prior to the game or at the time of the incident during the game.
- If an injury occurs that requires a player to be removed from the game, that player should re-enter the game as soon as he/she is capable.

Any failure of a coach to abide by the substitution rules will be brought to the attention of the official in charge by the coaches, the timekeeper or the scorekeeper at the time the violation occurs. If a violation is detected while the game is in progress, the official shall assess a technical foul, charge the offending team with a timeout and instruct the violating coach to make the necessary changes to bring him (her) into compliance immediately. Violations shall be brought to the attention of the League President by the coach of the non-offending team. If a coach violates the substitution rules, he (she) may be subject to disciplinary action, including suspension from coaching in one or more future games. The principles and ideals of SVAA are not served by the forfeiture of a game. Coaches, officials and league representatives should seek to avoid such an occurrence.

**FOR K THROUGH 8<sup>TH</sup> GRADES, THE FOLLOWING SUBSTITUTION RULES APPLY:**

**Teams With 10 Players**

1. The coach will designate 5 starters and they will play the entire 1st quarter.
2. The 5 players who did not start the 1st quarter will start the 2nd quarter and play the entire quarter.
3. The coach may start any 5 players for the 3rd quarter. At the midpoint of the 3rd quarter a designated time out will be called by the scorekeeper and timekeeper. At that time the remaining 5 players who did not start the 3rd quarter will enter the game and play the remainder of the 3rd quarter. The designated time out will occur at approximately the midpoint of the 3rd quarter so as not to interrupt play.
4. Free substitution will be allowed in the 4th quarter.

**Teams With 8 or 9 Players**

1. The coach will designate 5 starters and they will play the entire 1st quarter.

2. The remainder of the players who did not start the 1st quarter will start the 2nd quarter along with anyone the coach chooses to make 5 starters. These 5 will play the entire 2nd quarter.
3. The coach will designate 5 players to start the 3rd quarter. Any player who played the entire 1st and 2nd quarters becomes **ineligible** for the 3rd quarter and may not enter the game at all during the 3rd quarter. At approximately the midpoint of the 3rd quarter a designated time out will occur at which time the coach will substitute the remaining eligible players to finish the 3rd quarter.
4. Free substitution will be allowed in the 4th quarter.

### **Teams With 7 Players**

1. The coach will designate 5 starters and they will play the entire 1st quarter.
2. The remainder of the players who did not start the 1st quarter will start the 2nd quarter along with anyone the coach chooses to make 5 starters. These 5 will play the entire 2nd quarter.
3. If the **high scorer** from the **first half** played the entire first half (1st and 2nd quarters), he (she) becomes ineligible for the 3rd quarter and may not play at all during the 3rd quarter. Any player who played only 1 quarter during the first half must play the entire 3rd quarter.
4. If three (3) players tied for high scorer and each played the entire first half, the coach will decide which player will sit out the entire 3rd quarter, the other two (2) high scorers will split the 3rd quarter.
5. If two (2) players tied for high scorer and each played the entire first half, both players will sit the entire 3<sup>rd</sup> quarter.
6. Free substitution will be allowed in the 4th quarter.

### **Teams With 6 Players**

1. The coach will designate 5 starters and they will play the entire 1<sup>st</sup> quarter.
2. The remainder of the players who did not start the 1<sup>st</sup> quarter will start the 2<sup>nd</sup> quarter along with anyone the coach chooses to make 5 starters. These 5 will play the entire 2<sup>nd</sup> quarter.

3. If the **high scorer** from the **first half** played the entire first half (1<sup>st</sup> and 2<sup>nd</sup> quarters), he (she) becomes ineligible for the 3<sup>rd</sup> quarter and may not play at all during the 3<sup>rd</sup> quarter. Any player who played only 1 quarter during the first half must play the entire 3<sup>rd</sup> quarter.
4. If three (3) players tied for high scorer and each played the entire first half, the coach will decide which player will sit out the entire 3<sup>rd</sup> quarter.
5. If two (2) players tied for high scorer and each played the entire first half, those players will split time in the 3<sup>rd</sup> quarter.
6. Free substitution will be allowed in the 4<sup>th</sup> quarter.

**4.4 Kindergarten - First (1st) Grade Leagues** - The Kindergarten and 1st grade leagues are instructional leagues and will meet only on Saturdays for 1-1/2 hours. This time period may be broken-up as follows: 45 minutes practice time and 45 minutes controlled scrimmage time. Substitution rules will be followed per rule 4.3.8 except that there will be no mid quarter substitution in the 3<sup>rd</sup> quarter. Players not playing in the 3<sup>rd</sup> quarter must play the entire 4<sup>th</sup> quarter. *Scrimmage shall end 5 minutes prior to next assigned start time.*

Won/Loss records will not be kept by the league. Score may be kept in all games, but the score differential shown on the scoreboard cannot become greater than 20 points. If the score differential becomes greater than 20 points leave the scoreboard showing a 20 point differential and do not make further updates to the score shown on the scoreboard. Kindergarten and 1<sup>st</sup> grade leagues will not have a post season tournament. All players will receive a participation award.

## APPENDIX - A

### USE OF RISD FACILITIES

All of us are indebted to the Richardson Independent School District for its assistance and cooperation in making schools gyms available for games and practices. Without them SVAA could not provide a volleyball or basketball program for some 4,000 youngsters each year. Thus, SVAA will be very strict about enforcement of the following rules concerning usage of the various RISD gyms. Violation of any one of these rules could result in the loss of your practice time at a gym and we ask that you please follow them.

1. **NO players are to enter a school building for practice until the coach, assistant coach or designated parent arrives at the school. You should always strive to be on time for both practices and games.**
2. **NO players are to be allowed to wander about in the halls or bounce basketballs in any part of the school other than the gym. If a window, trophy case glass or other damage results, the coach will be responsible for payment for replacement. Upon arrival for practice, go directly to the gym and have a good practice.**
3. **NO team is ever to be left alone in a school or gym without a coach or designated parent in attendance.**
4. **NO beverages or food of any kind is to be taken into a school or gym. NO smoking is permitted on any school campus.**
5. **All players MUST (no exceptions) wear regular street shoes to the gym, carry their gym shoes with them and change at the entrance to the school before entering. PLEASE! DO NOT TRACK MUD INTO SCHOOLS OR GYMS.**
6. **ONLY players and coaches with gym shoes will be permitted on the gym floor.**
7. **You will be assigned your practice time. PLEASE DO NOT TRY TO ALTER it without going through the SVAA office. DO NOT CONTACT A SCHOOL to try to arrange a special time suited to your own convenience with a school principal or other school official.**
8. **The time you have been assigned for your practices has been reserved for SVAA. However, if you should arrive at a gym and the gym is already taken by another group, please do not interfere. You may inquire of the group to see if they are about to finish, but if they say they have the gym, please leave and report the conflict to the SVAA**

office. The conflict will be untangled as promptly as possible.

9. **ALWAYS END YOUR PRACTICE PROMPTLY ON TIME** to permit the team that follows you their full time.
10. **Do not permit anyone other than your players and their parents into the gym during your practice time. The SVAA Board of Directors has authorized the Basketball Commissioner to enforce any violation of these rules contained in the Coaches Manual as he/she decides to be appropriate in the circumstances.**
11. **Do not move or sit on any equipment or mats in the gyms. Do not attempt to adjust the goals. If something needs to be adjusted, ask for assistance from the school custodian.**
12. **Coaches and players need to be aware and very cautious of posters/charts on the gym walls. Take any necessary steps to insure that no damage occurs. Remember the gyms are classrooms.**

## APPENDIX B

### SPRING VALLEY ATHLETIC ASSOCIATION

#### RULES INFRACTION GUIDELINES

Following several months of study, the Board of Directors of the Spring Valley Athletic Association (“SVAA”) has decided to publish its rules and procedures regarding the punishment for violations of its rules. The Board hopes that this document will inform all coaches and participants of SVAA’s intent to ensure compliance with its rules as well as the policies that SVAA will follow to enforce those rules. SVAA is not a heavy rule oriented organization, but rules must exist in order to ensure the basic fairness of the sports programs SVAA offers. The existence of rules, however, is not enough. SVAA must also ensure that those rules are enforced and enforced uniformly from violation to violation and from sport to sport.

This document, while making every effort to be comprehensive, will fail undoubtedly to address every situation that may arise. In any case not dealt with specifically herein, SVAA reserves the right to issue such punishment as it believes to be appropriate under the circumstances. In addition, this document is not intended to be binding or enforceable against SVAA. It is a general statement of policy and intent, but SVAA reserves the right to alter any procedure set forth in this document in the event it believes such change to be in order.

#### *General Philosophy*

As articulated in the rulebook for each sport, SVAA runs its programs for the benefit of the youth participating in those programs. Though many coaches and parents seem to lose track of the basic point, winning and losing are not important. SVAA exists for the purpose of allowing youth to learn about various sports, to learn the team environment, and to learn that “it is better to have tried and failed than not to have tried at all.” All youth should be encouraged to sign up to play and each one should be given equal opportunity to play and learn the sport. Hence, for example, the team formation rules, where everyone should be encouraged to play and coaches are not allowed to form teams, and the substitution rules, where every youth is required to play significant amounts of every game, are both areas that are important to ensuring that the basic philosophy becomes reality. Conduct that interferes with this basic philosophy has always been, and will continue to be dealt with harshly.

## *Basic Procedures*

The SVAA sports rulebooks provide a uniform procedure regarding the enforcement of SVAA's rules, policies and philosophy applicable to that sport. In general, the rules divide each sport into three separate areas -- team formation, practice, and games. Each area has its own specific set of rules and guidelines. The violation of some rules and guidelines contain set penalties, while others only establish ranges, and some leave the penalty unspecified. Contrary to the general perception, the range of penalties and the degree of specificity associated with the violation of each rule has been the result of SVAA's 40 year plus experience in administrating youth sports programs.

This document will not address the specifics of the rules of the game since the enforcement of those rules is left to the judgment and discretion of the game officials. Rather, this document focuses on those situations that violate SVAA's specific rules. In general, the enforcement of all SVAA rules is the ultimate responsibility of the Board of Directors. In the first instance, however, rules will be enforced and punishments determined by the League President, the Deputy Sport's Commissioner, and the Sport Commissioner. All decisions made any of these persons are appealable to the Rules Infraction Committee.

The purpose of that appeal process is to ensure some consistency from sport-to-sport, from year-to-year and with the guiding purposes of SVAA. SVAA Commissioners and Officers are all volunteers and they spend a tremendous amount of time and effort to try to ensure compliance with SVAA's rules. **To ensure that time is not wasted, SVAA will, effective with the 1996 Baseball Season, impose a \$50 fee for all appeals beyond the Sport Commissioner level.** If in the Rule Infraction Committee's sole discretion an appeal is upheld, the full \$50 fee will be refunded. In all other cases the fee will be applied to SVAA's general financial aid program.

## *Basic Rule Infractions*

The general range of penalties available to enforce SVAA's rules can basically be divided into two general categories. One, for addressing game specific issues, involving either forfeiture of a game or a requirement to replay the game under specified conditions. Two, for addressing the conduct of coaches, players and fans, ranging from no action, to probation, to suspension for some period of time, to expulsion from further participation in any SVAA program.

The specific punishment applied in a particular situation is dependent upon a consideration of the nature of the violation and the surrounding circumstances. Relevant questions for the surrounding circumstances involve the impact on the youth, the nature of the violation, whether the same or similar conduct had occurred in the past, and whether the offending person has endeavored to rectify the effects of the violation.

Given these variables, a specific penalty for any given violation of an SVAA rule cannot be announced in advance with the exception of expulsion from a game. In the event of an expulsion, an automatic extra game suspension will be imposed. As noted above, those violations that go to the heart of SVAA's philosophy will be dealt with harshly. SVAA does not have a rule that requires a staged enforcement of its penalties. Hence, in the right circumstances and presumably extreme case, the very first violation of an SVAA rule may result in the harshest penalty, expulsion from the league.

SVAA does, however, keep track of its rule enforcement decisions and the fact that a prior violation has occurred may be used as a factor to escalate the punishment for any subsequent violation. Put another way, SVAA will track punishments for particular individuals from sport-to-sport and from year-to-year and additional violations of SVAA rules regardless of sport by the same individual will be dealt with more severely than a first violation by another individual of the same rule.

To help ensure the proper enforcement of its rules across all sports and from year-to-year, SVAA has appointed a standing Rules Infractions Committee of the Board. That Committee will be composed of three members at large, the SVAA Administrator (non-voting), and the Sport Commissioner of each SVAA sport. The Sport Commissioner will not participate in the deliberation of any matter heard by the Committee that arises from the sport in which he/she is the Commissioner

## *Rule Specific Guides*

The table below is designed to highlight some areas of rules violations that SVAA views as potentially serious:

<b>Team Formation</b>	<b>Practice</b>	<b>Games</b>
1. Recruiting youth for a particular team	1. Allowing a youth to participate in practice without a signed contract on file with the office	1. Failing to follow the substitution eligibility rules for that sport
2. Discouraging or preventing youth from signing up or participating in an SVAA program	2. Failing to ensure adult supervision at all practices and games	2. Being ejected from a game or otherwise failing to deal with officials with respect
3. Failure by each coach to have a parents' meeting as required by each sport	3. Damaging a facility obtained by SVAA	3. Allowing fans to engage in inappropriate conduct
		4. Any use of foul or abusive language, use of alcohol, drugs or tobacco

Violations of these rules in particular can expect to receive more serious penalties.

### *Summary*

Hopefully this document will provide some insight into the SVAA rule enforcement policy. SVAA hopes that it will never be called upon to enforce any of its rules. If you have any questions about a specific rule, contact your league president or Sports Commissioner in advance. Do not assume that merely because the same conduct has happened before that it will not be subject to punishment. Unfortunately, not all rule violations are brought to the Board's attention. If you have any questions about this document, please contact the SVAA office at 972-238-9728. Your question will be forwarded to a member of the rules infraction committee for response.

The Rules Infraction Committee  
Spring Valley Athletic Association