

# SPRINGFIELD FOOTBALL



**Springfield/South County Youth Club  
Football 2009 Season  
Program Guide**

**Built on years of experience, we continue to host a program every year that is fun, exciting and instructional. After almost 50 years in existence, we can assure our returning and new SYC players and families that they will get the attention and stability necessary to enjoy a successful season. The SYC football program is one of the largest in Fairfax County, fielding 26 teams in 2008. Our program is open to anyone in Fairfax County, ages range from 7 to 16 years old. Teams are divided up by a combination of age, weight and experience. The Football Program is designed to provide fundamental instruction in the game of football, in addition to providing for the physical, mental, and emotional development of each child who participates. This is accomplished through emphasis on sportsmanship, team play, self-discipline, maximum effort, integrity, and maximum participation.**

**Our football program participates in the Fairfax County Youth Football League (FCYFL) along with approximately 24 other individual youth clubs that field teams in the various weight classes from 65 through 150 pound and approximately 7000 participants. Teams are divided up by a combination of age, weight and experience. This is a no-cut program, where everyone is selected for a team and each player must play a significant portion of every league game. For more information on FCYFL visit [www.fcyfl.com](http://www.fcyfl.com).**

## **2009 SYC Football Advisory Board**

**Commissioner: John Blevins**

**Deputy Commissioner: Frank Allen**

**Commissioner of Coaches: Pat Eckert**

**Equipment Manager: Bobby Driggers**

**Field Director: Joe Sopata**

**Secretary: Nikki Cosby & Traci Manuel**

**Concession Stand Manager: Linda Bryson**

**Member At-Large: Stevie Brown**

**Member At-Large: Scott Lear**

**Member At-Large: George Angulo**

**Member At-Large: Jason Hoskins**

**Member At-Large: Matt Estes**

**Member At-Large: Keith Fisher**

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# I. PURPOSE

The purpose of this program guide is to explain the organization and general rules and procedures of the Springfield Youth Club (SYC) Football program.

# II. ORGANIZATION

SYC football participates in the Fairfax County Youth Football League (FCYFL) and as such, the SYC Football Program must operate within the rules of the FCYFL. The FCYFL rules or any changes to those rules shall be considered an addendum to these rules and shall take precedence if in conflict with these rules. In order for the SYC Football Program to accomplish its purpose and operate within the FCYFL guidelines, the following responsibilities are set forth:

**A. Football Commissioner:** The football commissioner is a member of the SYC Board of Directors and is charged with the overall responsibility and authority to organize and operate a youth football program in accordance with the general policies of both SYC and FCYFL.

**B. Football Advisory Board (FAB):** The FAB shall act as an advisory body to the football commissioner to further a successful football program. Specifically, it shall recommend coaches, monitor the progress of the program and provide information and recommendations to the football commissioner to enhance the success of the football program. The football commissioner shall appoint members of the FAB. The members will represent a broad cross section based on service to youth, time available, previous youth football experience, and a desire to support the betterment of the SYC Football Program as a whole. The commissioner shall be the chairman of the FAB and the officers of the FAB with their responsibilities are as follows:

**1. Deputy Commissioner.** The Deputy Commissioner will assist the commissioner in the overall day-to-day operations of the program. The Deputy Commissioner will assume the duties of the commissioner in his absence and will, along with the commissioner, represent the SYC Football Program at various county and other meetings.

**2. Commissioner of Coaches.** The Commissioner of Coaches is responsible for the coaches' training, holding periodic coaches' meetings and the scheduling of preseason scrimmages. In coordination with the field director he schedules practice fields.

**3. Financial Manager.** The Financial Manager monitors the day-to-day financial status of the program. He will establish the annual budget for approval by the FAB. Additionally, he will provide a monthly statement to the FAB of disbursements, outstanding obligations and progression to budget goals.

**4. Equipment Manager.** The Equipment Manager will keep the inventory on all items related to the football program. He will issue and receive equipment from program participants. He will order (in coordination with the FAB and approval by the commissioner) supplies and equipment, will insure the repair of broken equipment and will handle all other matters pertaining to the management of SYC's football equipment.

**5. Field Director.** The Field Director will organize the work efforts necessary to maintain the game (Byron) fields. These includes arranging for maintenance (mowing, watering etc.) of Byron field as well as the set up and tear down of Byron Field prior to the season beginning and when the season ends. The Field Director will also prepare the coaches schedules for field painting/maintenance each week during the season. The Field Commissioner will assist the Commissioner of Coaches in scheduling practice fields.

**6. Concession Stand Manager.** The Concession Stand Manager is responsible for all Concession Stand Operations. This includes ordering food and supplies, setting prices, and the supervision of the volunteer work force in the concession stand.

**7. Secretary.** The Secretary assumes the role of initiating and tracking all correspondence to and from the FAB. The Secretary will notify board members/coaches of all scheduled meetings and keep the minutes of FAB meetings. The Secretary will assist the FAB members with administrative functions on an as required basis.

**8. Members at Large:** Other FAB positions may be established and filled as required by the Commissioner.

## **C. Coaches**

**1. General.** Aside from the players themselves, the most important people in the program are the coaches. These are the people who volunteer to spend a minimum of ten hours a week at practices, coordinating efforts on the phone (scrimmages, etc) and attending weekly mandatory coaches meetings. They work “in the trenches” with the children and deal with parents on a daily basis. Coaches must provide the fundamental instructions of the game and provide positive leadership in the areas of sportsmanship, team spirit, self-discipline and integrity.

**2. Responsibilities:** The coaches shall operate within the parameters of the rules below and are responsible to the FAB. Specific responsibilities for coaches and their staffs shall include:

- a. Provide leadership and instruction in the fundamentals of the sport.
- b. Ensure physical conditioning of players.
- c. Provide maximum participation of players as required by the Participation Policy.
- d. Treat each player as an individual and ensure all criticism is constructive.
- e. Provide for the safety of all players and exercise good judgment and common sense in contact situations.
- f. Instill a winning spirit and the ability to win with grace and lose with dignity.
- g. Teach teamwork and instill a personal sense of responsibility for each player.
- h. Encourage a spirit of cooperation and communication with the players’ parents.
- i. Participate in the various administrative functions (to include fund raising, field maintenance, equipment issue and maintenance etc.) to ensure a successful program and perform as the liaison with team parents to communicate the FAB’s policies and procedures.
- j. Participate in training and policy formulation activities as directed by the commissioner of coaches. This includes attending a minimum of one football coaches’ clinic each year.
- k. Set an example for youth players on the practice and playing fields by not engaging in activities which promote physical or psychological harm; this includes the use of tobacco products, alcohol or inappropriate language.

1. Insure end-of-season requirements are promptly conducted such as: turning in all-star player names, submitting hall of fame nominations for deserving players, and insuring all players' and coach's equipment is returned.

**3. Weight Class Director.** The commissioner will appoint a weight class director for each weight class. Ordinarily this will be the lead ankle biter coach and the American coaches for all other weight classes. Responsibilities include:

- a. Organizing and running evaluation week for his/her weight class.
- b. Maintaining an accurate roster for all players in the weight class until player selection is completed.
- c. Collecting and turning in equipment for all players that quit prior to being drafted.
- d. Insuring all head coaches in his/her weight class are prepared for the FCYFL weigh-in.
- e. Other duties as the commissioner may direct.

### **III. COACH SELECTION PROCESS**

For our league to thrive it is critical that we select the correct personnel to be our coaches. All coaches will file a coaching application with the Commissioner and be approved by the Coaches Selection Committee (CSC) as described below. Additionally, SYC requires all coaches to submit a background check form. A third party will conduct the back ground check for SYC. Failure to submit this form will exclude the individual from consideration for coaching for SYC. The background checks are good for three years and are applicable to all SYC sports. For more information on the background check process/policy please contact SYC directly at (703) 339-3796.

The Coaches' Selection Committee (CSC) consisting of the Commissioner, Deputy Commissioner, and Commissioner of Coaches will meet on the last week of February each year to select the head coaches for the upcoming season. Coach selection is a multifaceted decision and win/loss record alone is not sufficient to be a head coach at SYC. The CSC will review the following factors when selecting coaches:

**A. Coaching Ability and Desire:** This is an objective and subjective assessment of the coach's ability and desire. Factors considered include win/loss record at SYC, total coaching experience, coaches' meeting attendance, coaches' clinic attendance and the CSC's observation of the coaches on field performance both in practice and games.

**B. Volunteerism:** This is an objective assessment of how much volunteering the coach does. It includes equipment maintenance and issue, game field set up and tear down, game day field commissioner, routine field maintenance, lining and painting, game day field set up and tear down etc.

**C. Fund Raising:** This is an objective assessment of how much money the coach raised with his team sponsorship program.

**D. Organization Ability and Parental Relations:** This is a subjective assessment considering the following factors: Weigh-In execution, try-out/draft execution, practice efficiency and organization, end of season equipment return, Hall of Fame Nomination, parental feedback to the CSC, and direct observation.

**E. Seniority:** Coaches with many years of support to SYC Football rightfully get preferential treatment when making team assignments. However, seniority alone will not guarantee a coach the team of his/her choice.

Note: Coaches selected as assistants by the head coach must provide coaching assistance. The practice of naming coaches for the sole purpose of obtaining a particularly gifted athlete, without receiving assistance from that coach, is strictly forbidden. To prevent this practice the draft procedures (see below) only allows head coaches' children to be protected from the draft.

#### **IV. FAIRFAX COUNTY YOUTH FOOTBALL LEAGUE (FCYFL)**

The FCYFL is structured to establish various levels of competition based upon a player's ability, age, and weight. There are seven weight classes identified as Anklebiter, 75 Pound, 85 Pound, 95 Pound, 110 Pound, 125 Pound, and 150 Pound. Players are assigned to the weight classes based upon the following age/weight matrix:

**Fairfax County Youth Football League Age/Weight Matrix**  
Age is determined by player's age on October 1, 2009

AGE CLASS	7	8	9	10	11	12	13	14	15	16
AB*3	Unl	90	55							
75#		95	85	80	75					
85#			105	95	90	85				
95#				115	105	100	95			
110#					130	120	115	110		
125#						145	135	130	125	
150#							170	160	155	150

**A. Anklebiters:** The Anklebiter Instructional Group is one conference, divided into several divisions, dependent on the number of teams enrolled. Since these are the youngest players in an instructional group with special competition rules, no distinction between levels of experience is warranted. For the remainder of the weight classes there are three established conferences to provide three different levels of ability and experience for the players.

**B. American Conference:** The American Conference is structured with youths of the greatest ability and most experience in comparison to their peers; therefore we will only field one American Conference team in each weight class.

**C. Central Conference:** The Central Conference is a mid-level competition group structured to include both single entry Club teams which may not be able to compete equally in the American Conference and multiple entry Club teams with some experience. Generally, we will not field a Central Conference team unless there are enough players in the specific weight class to support four or more teams.

**D. National Conference:** The National Conference is designated as a conference for multi-entry teams with youth of limited ability and experience in comparison to the other conferences.

## V. EQUIPMENT.

**A. Required Equipment:** The following is a list of required equipment. Parents and players will not modify this equipment in any way. All uniforms and equipment will be provided by SYC, except as noted:

1. Helmet (with approved face guard and chin strap).
2. Shoulder Pads.
3. Game Pants (with thigh pads & knee pads).
4. Practice Pants.
5. Hip Pads and Tail Pad.
6. Game Jersey.
7. Practice Jersey.
8. Shoes - either molded or removable cleats are allowed - (provided by the player).
9. Tooth and Mouth Protector (intraoral/fitted) – (provided by the player).

**B. Optional Equipment (Provided by the Player):** Athletic Supporter (with cup insert) and other personal protection devices are recommended, but must be in compliance with the National Federation of State High Schools Associations (NFHS) Rules. If in doubt check, with a Head Coach or Commissioner prior to purchasing optional equipment.

**C. Equipment Issue:** Equipment issue takes place at the SYC warehouse by weight class in accordance with Football Calendar published online at [www.sycva.com](http://www.sycva.com). Every effort is made to insure proper fitting during equipment issue, but it is the responsibility of the head coach to ensure players have all the required equipment and that the equipment fits properly. Parents who are unsure of the fit of their child's equipment are encouraged to talk to his/her head coach.

**D. Equipment Turn In:** The Equipment Manager will announce turn in dates/times, by team, well in advance. Head coaches will insure that their players' equipment is all accounted for and ready for turn-in on the assigned date. Any decals put on the helmets during the season will be removed before the helmet is turned in. Game jerseys (not practice jerseys) are not included in the registration fee and are to be turned in along with all other issued equipment at assigned turn in dates. Parents/Legal Guardians will be charged for any equipment items missing at equipment turn in. Failure to promptly return equipment will result in the elimination of the player's eligibility to participate in any SYC activity until this obligation is satisfied and may result in refusal to accept registration for subsequent football seasons and even legal action. Individuals that have a history of late equipment return may be levied with an equipment deposit equivalent to the cost of a complete uniform.

## VI. INJURIES

Safety of the players takes precedence over all other situations, including continuation of a scheduled game or practice. Medical release forms are required for each participant and will be present at all practices, scrimmages and games. The head coach is responsible for ensuring that, an injured player receives immediate medical attention and to report all injuries (requiring a doctor's visit) to the football commissioner within 24 hours of occurrence. If the parents are not present when an injury occurs; the player's parents will be notified as soon as possible; however, immediate medical attention for the injured player takes priority. Coaches will become familiar with the injuries (and appropriate treatment), which are most likely to occur. When any doubt exists relative to the nature or extent of the injury, immediate medical assistance shall be obtained.

## VII. PLAYER EVALUATION WEEK.

Player evaluation is conducted during the first week of practice (August 10<sup>th</sup>-August 14<sup>th</sup>) and will be organized by weight class. The American head coach (or lead designee) is in charge of evaluation week for his weight class. It is critical that all players attend the player evaluation – this week will greatly affect their football experience for the entire year. All players will be evaluated to determine their conference placement based on their skills and abilities in relation to their peers. Players must have three (3) days of non-contact drills before they may engage in hitting drills. For most players this will begin on Thursday. Once hitting drills start, this will be the coaches' focus; players who do not have the required three days of non-contact drills may end up doing a lot of non contact activities. Note: If there is a rain-out day during this week it will be made up on Saturday, August 15<sup>th</sup>.

## VIII. PLAYER DRAFT.

**A. General:** We will conduct a draft at each weight class to place players in the most appropriate conference. We believe that it is best for the child (and for the club) to play at the highest level of competition that he or she is able and therefore require that players play on the team to which they are drafted.

**B. Draft Supervision:** The initial and supplemental draft will be supervised by the Commissioner, Deputy Commissioner and/or the Commissioner of Coaches, with one of the above designated as the Draft Supervisor. Not all situations can be predicted in these Draft Procedures; therefore, the Draft Supervisor has the authority to modify or establish procedures, when required, due to an unanticipated situation.

**C. Draft Eligibility:** All players are eligible to be drafted unless they are a head coach's child and are frozen based on the head coach's freeze explained below. A request for a player not to play for a specific coach or team must be submitted, in writing, to the commissioner prior to the draft. Carpooling, playing with friends, being next-door neighbors, etc., is not reason enough to place a player on a specific team with a specific coach. Head coaches are allowed to "freeze" their child for the draft. If a head coach does not have a child in his weight class he will not have a coach's freeze. We will not tolerate the practice of selecting fathers as assistant coaches for the sole purpose of trying to obtain a particularity gifted athlete. Fathers serving as assistant coaches will follow their player to the team that selects him/her; the proper placement of the player will always take precedence. Additionally, players must have completed 5 practices to be eligible for the draft. The American Head Coach (or lead Anklebiter coach) will declare who is draft eligible. The Draft Supervisor will approve the draft eligibility prior to the draft.

**D. Team Size:** The number of players on each team in a weight class is a function of the number of players available and the number of teams we field in that weight class. In accordance with FCYFL Rules, teams must have at least 14 and no more than 22 players. In SYC every effort will be made to insure teams have between 16-20 players. Team size within a weight class will be as even as possible with no team having more than two greater players than any other team. The American Head Coach will recommend team size for the draft. The Draft Supervisor will approve the team size prior to the draft.

**E. Draft Execution:** The draft will most likely occur on the Saturday following the first week of practice. A supplemental draft will occur on an as needed basis for any players not yet drafted. The initial order of selection will be maintained for the supplement draft. For example, if the 3<sup>rd</sup> team had the last pick in the initial draft, the 4<sup>th</sup> team will get the first pick in the supplemental draft and the original order will then continue. The initial and supplemental draft will proceed as follows:

**1. Anklebiter Draft.** In accordance with Fairfax County rules, the Anklebiter team draft must ensure a balance of talent and abilities between the teams. Therefore, an “equitable” draft will be conducted.

**a.** The lead Anklebiter Coach will provide a roster of players not eligible for the draft (less than 5 days practice). The draft supervisor will randomly determine the order of the draft. Coaches will select players in a serpentine draft (1, 2, 3, 3, 2, 1, 1, 2, 3 etc.) until the roster is filled. The head coach’s freeze, if used, will occur in the 3<sup>rd</sup> round.

**b.** Players not eligible for the draft will continue to be evaluated by all the Head Anklebiter coaches during subsequent practices. They will be drafted during the supplemental draft.

**2. American Conference Selections.**

**a.** The head coach of the American Conference team will provide a roster of players not eligible for the draft (less than 5 days practice) and the players he/she has selected for his/her team. The only players exempt from being selected by the American Conference coach are the Central and National Head coaches’ freeze as explained above.

**b.** Players not eligible for the draft will continue to be evaluated by the American coach during subsequent practices. Following their 5<sup>th</sup> day of practice the American Coach must select these players or release them to the Central Coach for evaluation. Note: the American Coach can release a player to the Central coach prior to the 5<sup>th</sup> practice if it is obvious that the player will not be competitive at the American level.

**3. Central Conference Selection/Draft.**

**a.** If there is only one Central team in the weight class, the head coach shall provide a roster of the players he wants on his/her team. The only players exempt from being selected for the Central Conference are the players selected for the American Conference and the National Head coach’s freeze as explained above.

**b.** If two teams (or more) exist at this level, the draft supervisor will randomly determine the order of the draft. Coaches will select players in turn until the roster is filled. The head coach’s freeze, if used, will be the 3<sup>rd</sup> round choice.

**c.** Players not eligible for the draft will be drafted or released by the American coach following their 5<sup>th</sup> day of practice. The Central Coach will have two days to either select or release the player. In the case of two Central teams each coach will evaluate the player for one day. Note: the Central Coach can release a player to the National Coach earlier than required if it is obvious that the player will not be competitive at the Central Level. If there are two (or more) Central teams, previously draft ineligible players will be drafted during the supplemental draft.

**4. National Conference Draft.**

**a.** After the draft/selection of the American and Central Conference teams, the National Conference head coach will receive all remaining draft eligible players. If more than one National Conference team exists, they will draft players exactly as described for the Central Conference teams above. If there are three or more national teams a serpentine draft order will be used.

**b.** Players that were not eligible for the draft will be evaluated in turn by the American and Central Coaches as described above. In the case of two or more National teams each coach will evaluate the player for one day. If there are two (or more) National teams previous draft ineligible players will be drafted during the supplemental draft.

**5. Assistant Coach and Veteran Player Selection:** There are not any “protected” picks for assistant coaches’ children or players who have previously played on a Head Coach’s Team. However, at the Anklebiter, Central (when there are two teams) and National conferences (when there are two or more teams) the Head Coaches may make a “pre-draft” agreement on selection of assistant coaches’ children and/or veteran players for a maximum of four players. The pre-draft agreement, including the specific rounds (for example: 1<sup>st</sup>, 3<sup>rd</sup>, 7<sup>th</sup> & 10<sup>th</sup> rounds) that the “protected” players will be drafted, must be announced prior to the beginning of the draft and must be agreed to by all Head Coaches in the conference and approved by the draft supervisor. The pre-draft agreement cannot be used to “protect” a player from being selected by a head coach at a higher level (American or Central) or to disadvantage a new coach. If an agreement cannot be reached or if in the judgment of the draft supervisor the pre-draft agreement would disadvantage one of the coaches, the draft will be conducted as described above.

**6. Late Registrations:** Late registrants shall be made available to the American, Central and National coaches, in that order, and will be drafted as with the above rules. A late registrant may displace a player previously selected by an American or Central coach to insure that team size rules are maintained.

## **IX. PRACTICES.**

Practice fields are assigned by weight class and will be posted at [www.sycva.com/football](http://www.sycva.com/football) . On occasion, teams will practice at Byron, our game, field. Additionally, when it gets dark too early, we will move our practices to lighted fields. A maximum of five practices and one scrimmage per week are authorized prior to the start of the school year. Once school starts, a maximum of three practices and one scrimmage/game are authorized. Practices are limited to two hours with water breaks every 15-20 minutes, depending on weather conditions. The level of activity during the summer months may be limited by the commissioner supervising practice based on the temperature and humidity conditions. Helmets and shoulder pads may be removed, and practice may be stopped until conditions improve. Practices will conclude no later than dusk except for practice held on lighted fields.

## **X. PLAYER PARTICIPATION.**

**A. FCYFL Player Participation Rule:** Players who attend practices and expend a sincere effort, regardless of talent, deserve to have their efforts recognized by participation in scrimmages and games. We expect SYC coaches to follow the spirit and letter of the participation rule. The SYC Football Program shall conform to the FCYFL Player Participation rule which states:

“The player participation policy of the American Division is that each player shall participate in every game for a significant portion of the total game time. Although specific play numbers or time requirements are not required in this division, it is the spirit and intent of the League that all Players participate fully. Teams participating in this Conference shall not select players that will not play a significant portion of each game”

“The player participation policy of the Central and National Divisions as well as the Anklebiter Group is that each player shall play the entire game, either on offense or defense, except in case of an injury. The purpose of this rule is to allow every rostered participant to play the entire game. The basics of the rule are:

- (a) The maximum number of player per team is 22.
- (b) Should a team (other than Anklebiter) apply for a waiver on roster size, they will automatically be placed in the American Conference.
- (c) The offense team may choose to play 12 players while running their offense, using the 11<sup>th</sup> and 12<sup>th</sup> players to shuttle plays to the huddle. Only 2 players may be used to shuttle offensive plays into the huddle, each play alternating on subsequent downs. If a coach chooses to use this method; then those players used to shuttle plays must play defense and can not be substituted unless injured or sick.
- (d) At the change of any possession, all players on the sideline must enter the game.

## XI. GAMES.

As a member of the Fairfax County Youth Football League (FCYFL), SYC is one of 24 clubs participating in this League. In order to make this year's football season a positive experience for you and your child, we would like to provide you with some important information as it pertains to the FCYFL game schedules so that you are fully informed of League expectations prior to registering and making the commitment to participate in SYC and in the FCYFL.

- (a) Game schedules are NOT finalized until after the last weigh-in. The League needs to first understand how many teams are participating before a schedule can be completed.
- (b) Approximately 70% of FCYFL games are scheduled on Saturdays.
- (c) Approximately 25% of FCYFL games are scheduled on Sundays.
- (d) Approximately 5% of FCYFL games are scheduled on weeknights (Mon-Fri).
- (e) All game scheduling is done regardless of outside factors such as community events; the Washington Redskins home game schedule, etc.
- (f) Weekend games are scheduled without deference to religious denominations. The potential exists that conflicts may occur and the FCYFL will go ahead and play scheduled games. Please be aware that the possibility exists for a conflict and personal decisions must be made by the family whether to participate or not.
- (g) All game scheduling is done by the FCYFL based upon allocated space available to each individual member club.
- (h) When games are postponed due to inclement weather, they must be made up as soon as possible because of the limited facilities (fields) available, the short seven-week regular season; unpredictability of weather, play-off and championship games, and the Thanksgiving Holiday. This means games could be rescheduled as quickly as the day after a postponement!
- (i) With the introduction of the new turf fields coming on line around the county, FCYFL will schedule and reschedule games on these weatherproof sites in the best interests of finishing the season on time and not canceling any games! This scheduling pattern takes precedent over the "home" game concept experienced in the past. When possible, we will continue to schedule home games as in the past, however, "playing the game" is the most important goal we desire. In the next few years, sport fields in our region will undergo a MAJOR renovation to synthetic turf surfaces and we must be flexible and adjust ahead of the curve.
- (j) The availability of game officials and the weather are the primary reasons for the initial schedule and subsequent schedule changes.

Please keep in mind that the FCYFL has (24) member clubs from Gainesville to Alexandria, from Woodbridge to Loudoun County. The FCYFL tries to "look" at weekly match-ups, time and location of games when schedules are developed. However, the availability of facilities (lighted) or lack of lighted fields, significantly impacts "convenient" geographical scheduling. Teams are matched by draw, not by geography, so the possibility exists in each weight class that all clubs may play any other club, anywhere in the county. We are cognizant that traffic, early morning, and late night games, are considered an inconvenience by some people. The bottom line is that the FCYFL is an organization that has almost 7,000 players, a limited number of officials; limited number of lighted and turf fields, and trying to schedule all these games in a 7 week regular season is a challenge, to say the least, so we appreciate your patience when inclement weather causes everyone's schedule to change.

**A. Field Set up/Tear Down.** For home games the first team scheduled to play will arrive at the field at least 30 minutes early to set up the field. The team scheduled to play the last game of the day will "tear down" the field which includes picking up all litter and emptying all trash receptacles.

**B. Sideline Personnel.** Unauthorized personnel are not allowed on the playing field sidelines during the game. The FCYFL rules shall apply as to the number of coaches and support personnel allowed on the field sidelines. Game tapers/photographers are specifically prohibited. The head coach is charged with the responsibility of enforcing this rule.

**C. Field Marshal.** All games at Byron will have an assigned Field Marshal (generally a head coach who does not have a game at the same time). The Field Marshal is responsible for maintaining the official score book, picking up litter, insuring trash cans are emptied as needed and resolving any disputes that may occur.

**D. Chain Gang.** The home team must provide three operators for the ten-yard and down markers. In accordance with FCYFL rules the minimum age is eighteen (18). The visiting team may provide one member for the chain crew if they so desire.

**E. Game Rosters.** FCYFL rules require that coaches provide two rosters prior to each league game. The roster will be the “official” team roster annotated with any changes. Rosters will be given to the opposing coach and the game day field marshal.

**F. Game Results.** Coaches will report their results no later than 24 hours after the game. The field marshal with duty on Sunday will ensure the weekend’s official results are reported to FCYFL in accordance with the instructions located in the field marshal’s notebook.

**G. Post Season Games.** Post season games (Turkey Bowls etc.) will not be scheduled without prior approval of the football commissioner.

## **XII. TROPHIES AND AWARDS.**

The policy of the SYC Football Program is that significant accomplishments should be rewarded. In keeping with that policy, the players on all SYC Football Teams reaching the County Playoffs will receive individual trophies.

## **XIII. ALL STAR GAMES – if applicable**

**A. Selection Criterion:** Central and National Conference players are eligible to participate in an All Star game at the end of the season. These games should not be confused with the Fairfax County Championship games that are also played at the end of the season. Each National and Central coach selects a number of players (as directed by FCYFL - usually between three and six) to participate in these games. The players are further divided into skilled positions and lineman (e.g. 1 skilled and 2 linemen). The FAB wants well rounded football player to represent SYC. Therefore the criterion used to select SYC All Stars consists of the following:

1. Football Skill. This is a subjective judgment of the football athletic ability as demonstrated in practices and games.
2. Sportsmanship and Teamwork. This is a subjective judgment of the player’s behavior in practice and games.
3. Effort and Attitude. This is a subjective judgment of the player’s effort in practice and games and the attitude the player displays towards coaches, officials, teammates and opposing players.

**B. Selection Method:** The SYC standard method for selecting All Star players is for the Head Coach and his assistants to vote for the players. The head coach will tally the votes and inform the players and the commissioner. If a Head Coach wants to use another method for All Star selection, such as a player vote, he/she must submit that method, with rationale, in writing to the Commissioner for approval. If the Commissioner approves the alternate method, the Head Coach will inform, in writing, the players and their parents/guardians of the approved method.

## **XIV. VOLUNTEERS.**

The volunteer efforts of parents, legal guardians and friends are the heart of the SYC football program and ensure its success. These volunteers act in a variety of roles year round and are the football programs most valuable resource. In keeping with the established SYC volunteer program, football accepts a minimum of four hours to fulfill the volunteer participation requirement. Many volunteers provide much more, but all should strive to meet the minimum noted. Quality football volunteer activities include (but are not limited to):

### **B. Football Program Volunteer Activities:**

1. Coaching Positions (Head coaches, Assistant coaches, etc.)
2. Football Advisory Board Positions
3. Team Parents
4. Field Maintenance and Preparation
5. Equipment Room Maintenance
6. Concession Stand Maintenance

### **C. SYC General Volunteer Activities:**

1. Activity Registration
2. Automation/Computer Support/Input
3. Facility Building Maintenance
4. Publicity and Signage Maintenance
5. General Membership Meeting (Set up and take down)
6. Board of Directors Positions

## **XV. COMPLAINT PROCESS.**

The purpose of this section is to provide guidance for Springfield Youth Club (SYC) Football Program Members who wish to voice or file a complaint related to SYC football operations. This section is not intended to address issues related to SYC Refund Policy. It is the philosophy of the SYC Football program that every effort should be made to address any complaints related to the SYC Football Program at the lowest level possible. Head coaches should be the focal point for the majority of complaints. However, we ask that you bring these complaints to the coach after practice is complete – they are extremely busy before and during practice. If the head coach is unable to satisfactorily resolve the issue then it should be elevated to the Deputy Commissioner or Commissioner. Complaints that cannot be satisfactorily addressed by the Commissioner will be processed in accordance with the SYC complaint procedure explained on the SYC home page ([www.sycva.com](http://www.sycva.com)).

## **XVI. REFUNDS.**

The Springfield Youth Club (SYC) refund policy is as follows:

- A.** The volunteer initiation fee is non-refundable.
- B.** If equipment has been issued, no request for refund will be processed until all equipment has been returned.

**C.** Upon written request via the U.S. Postal Service or email, participants will receive a full refund of the activity fee(s) prior to the final in-person registration or at the close of online registration, whichever concludes last.

**D.** Upon written request via the U.S. Postal Service or email, 50% of the activity fee will be refunded during try-outs, drafts, pre-season clinics or uniform distribution.

**E.** No refunds will be issued after the official draft.

**F.** Requests for refunds may be sent to:

1. Via email: [babettejensen@sycva.com](mailto:babettejensen@sycva.com)
2. Via U.S. mail: SYC, 7075 Newington Road, Lorton, VA 22079

Note: Under extenuating circumstances, the individual sport commissioners and/or members of the Executive Committee of the Board of Directors may approve any deviations to the official SYC refund policy.

## **XVII. Amendments to this Guide**

All recommendations for changes or additions to this guide shall be made in writing to the commissioner or deputy commissioner. The recommended change should be concise and clearly written with reasons supporting the proposed change or addition. These shall be reviewed by the FAB and recommendations made to the football commissioner. The requestor shall be advised of the disposition of the request, and, if approved, the addition or change shall be distributed to all interested parties.