

## CAYFL Rules, Regulations & Game Rules

Revised 7-13-2022

1. CAYFL Board of Directors Meetings.
  - 1.1. An Annual Meeting will take place on the first meeting of the calendar year. At the Annual Meeting, the election of officers will take place. No further business or league matters will be discussed until the officers are elected and qualified. Any candidate for office seeking election must notify all current officers and directors at least forty-eight hours in advance of the Annual Meeting of his or her intention to seek office.
  - 1.2. Regular meetings shall be held each month starting in January and ending in December. All meetings shall be held on the second Wednesday of each month starting at 7:00pm except August, September and October, which will start at 7:30pm; or upon notice, as otherwise designated by the Commissioner.
  - 1.3. All league officers and the Director of Officials shall be invited to all regularly scheduled and special meetings of the directors.
  - 1.4. A director must be present at a meeting to vote. If a director is unable to attend a meeting, he or she must send a delegate to such meeting and that delegate shall be authorized to vote in lieu of the director. If a participating program is not present for any meeting the directors, the Commissioner shall impose a fine of no more than \$250.00 for each missed meeting. The Commissioner, for good cause, may waive the fine or fines.
  - 1.5. An agenda shall be prepared by the Commissioner and/or the Clerk and sent by e-mail to the directors and officers, as well as the director of officials, at least forty-eight hours in advance of the meeting. Motions and discussion concerning items are limited to those items appearing on the agenda. The Commissioner may place reasonable time limits on the discussion of any agenda item. Motions and discussion concerning items not appearing on the agenda are out of order. If, in the opinion of the Commissioner a true emergency exists, he or she may allow a motion and discussion concerning an item not on the agenda. Any director or officer wishing to raise an item not on the agenda must inform the Commissioner of the same as soon as practicable. Any action taken on an item not appearing on the agenda must be ratified at the next regularly scheduled meeting of the directors.
  - 1.6. Prior to the start of each season a "roster meeting" to review each participating team's rosters as well as the eligibility and identification of each player on each team's rosters shall be held.
  - 1.7. Any dispute concerning any action taken or not taken at a meeting of the directors

shall be resolved by reference to the bylaws, these rules and regulations and Robert's Rules of Order

2. Code of Conduct.

2.1. In promoting the ethics, safety, and spirit of youth football, Cape Ann Youth Football League (CAYFL) has adopted this Code of Conduct. This Code of Conduct is binding upon all its participants, including but not limited to CAYFL Officers, the officers and directors or other members of each participant's program ("Participant Programs"), each Participant Programs' coaches, players, cheerleaders, parents and spectators. Violations of this Code of Conduct, as determined in the sole discretion of the Board or its designee, may result in disciplinary action against any offender.

2.2. Unsportsmanlike Conduct

2.2.1. Unsportsmanlike conduct shall include the following: fighting, verbal abuse, bullying of any team member or dissent toward an official or opponent, racial or ethnic slurs, inappropriate comments or actions that may be construed as sexual harassment, profanity, obscene gestures, flagrant and violent fouls, taunting, "trash talk", baiting, cheating, throwing or abusing equipment, physical intimidation or abuse of an official or opponent, and unauthorized leaving of a team bench area. Additionally, any cyber bullying or use of social networking internet sites to insult, harass, taunt or bully in any kind may result in disciplinary action by the Board or its designee.

2.3. ALL THOSE ASSOCIATED WITH CAYFL (including coaches, players, parents and spectators) SHALL:

2.3.1. Show the proper respect to all participants and spectators both on and off the field.

2.3.2. NOT at any time push, shove, punch, kick, fight or be guilty of physical contact as an aggressor upon any official, player, cheerleader, coach, parent, spectator or other(s).

2.3.3. NOT verbally abuse or threaten any CAYFL officer, official, player, cheerleader, coach, parent or spectator or other(s).

2.3.4. NOT harass or bait any official, player, cheerleader, coach, parents or spectator or other(s).

2.3.5. NOT use tobacco, alcohol or illegal narcotics in front of any coaches, players, cheerleaders during practices or games or be present during practices or games under the influence of alcohol or illegal narcotics. This rule applies also applies to CAYFL Officers representing the CAYFL at any public event.

2.3.6. Participant Programs shall inform the Commissioner of any conduct which may constitute a violation of these rules and regulations and code of conduct. Participant Programs shall document any observed violation along with date and time of the incident.

3. Violations of the Code of Conduct and the Bylaws and Rule & Regulations; Discipline.

- 3.1. The board of directors is responsible for the conduct of its officers and directors.
- 3.2. Each Participant Program is responsible for the conduct of its members, coaches and players, subject to the review of the League as provided herein.
- 3.3. Should any Participant Program take disciplinary measures against any of its members, coaches or players for a violation of any of these bylaws, rules & regulations and code of conduct, or of a Participant Program's bylaws, rules and regulations and code of conduct, a written report of the facts and circumstances surrounding the same must be filed with the Commissioner within forty-eight (48) hours of such discipline. The Commissioner's review of the discipline shall be limited to whether such discipline is proportionate to the violation found by the Participant Program. If, in the Commissioner's opinion, the disciplinary action taken by the Program Participant is proportionate to the violation, no further disciplinary action shall be taken by the League. If in the Commissioner's opinion, the Participant Program's discipline is inadequate relative to the violation, the Commissioner shall refer the matter to a disciplinary committee which shall investigate the facts and circumstances concerning the violation and make recommendations to the board of directors. The review by the League shall be plenary.
- 3.4. Any director who witnesses or becomes aware of an allegation of a violation of the bylaws, rules and regulations and/or code of conduct shall, within (48) hours, report in writing the alleged violation to the Commissioner.
- 3.5. If, in the opinion of the Commissioner, the alleged violation is substantiated, he or she shall appoint a disciplinary committee consisting of at least three (3) officers and directors to investigate and make recommendations to the board of directors concerning the same.
- 3.6. If the allegation concerns the Commissioner, the report shall be made or forwarded to the Vice Commissioner. If, due to a conflict of interest, neither the Commissioner nor the Vice Commissioner is available to consider the allegation, the report shall be forwarded to the board of directors who shall appoint a disinterested officer or director to consider the allegation and make recommendations to the board of directors concerning the same.
- 3.7. All Participant Programs shall be subject to, and liable to pay, any special assessments and/or fines levied by the board of directors. All fines are due and payable within one (1) week of notice of a fine or assessment. If not timely paid, the Participant Program shall lose its voting privileges until the Treasurer receives payment. If the fine remains unpaid by the third regularly scheduled meeting after notice of the fine or assessment, the delinquent Participant Program shall, to the greatest extent practicable, lose all home game privileges until the fine is paid in full. The delinquent Participant Program shall be responsible for and pay all referee fees for any scheduled home games which must be played at the opposing team's site.
- 3.8. Any officer or member of the board or member of a Participant Program engaging in activities not expressly prohibited by the Bylaws and Rules & Regulations and Code of Conduct but in the opinion of the Board of Directors to be significantly contrary to the best interests of the CAYFL may be disciplined as deemed appropriate by the Board by a vote of 2/3rds of the directors.
- 3.9. Discipline for violations of the bylaws, rules and regulations and code of conduct shall be proportional to the offense. Disciplinary actions may be levied against individuals and Participant Programs and may range from fines and suspensions, to

loss of privileges or, in serious cases, expulsion from the league. Disciplinary action may but is not required to be progressive.

#### 4. Officials.

- 4.1. At the first meeting of each season a Director of Officials will be nominated and approved by majority vote of the directors. The Director of Officials is responsible for assigning and supervising Referees and other officials for all CAYFL sponsored games. The salaries for and number of game officials and the Director of Officials will be established before each season by the directors.
- 4.2. At the end of each season the Director of Officials shall attend the annual meeting at which Program Participants may express positive and/or negative concerns regarding specific officials. Program Participants shall not comment on officiating at any other time.

#### 5. Protests.

- 5.1. Any protest must be made in writing no more than forty-eight hours after the game being protested. All protests must be made by the duly authorized representative of the Program Participant to the Commissioner with a copy to the Director of Officials and a copy to the opponent Program Participant. Protests made by Program Participant coaches, players, parents or others shall not be considered. All properly presented protests shall be heard before the start of the next weekend's games and protests will only be upheld if, in the board of director or its designee's sole discretion, a violation of a By- Law, rule or regulation is found to have occurred. The judgment call of an official is not deemed a rule or regulation and may not be protested under any circumstances.

#### 6. Insurance.

- 6.1. The board of directors shall offer General Liability, Supplemental Medical, and Directors and Officers insurance, at cost, for all Participating Programs. All Participating Programs shall purchase the insurance offered and no Participating Program shall be eligible to play until proof that they are covered under the offered policies is provided to the board of directors.

#### 7. Safety.

- 7.1. No game may start without a licensed EMT, emergency first responder, or Athletic Trainer (AT) on site at the venue of the scheduled game. The home team is responsible for the payment of all EMTs, emergency first responders, or Athletic Trainers. All equipment used by Participating Programs must be certified and/or certified reconditioned to the manufacturer's specifications. No helmet may be used that has not been certified for use by the manufacturer after every two seasons.

#### 8. Postponements.

- 8.1. Inclement weather is generally not a valid reason to postpone a game. Nevertheless, if a game is to be postponed due to severe and/or dangerous weather, or another serious condition or conflict, the Home Team must notify the opposing team as soon as practicable. The home team shall also notify the Director or Officials, the assigned Referees, if known to the home team, and any EMT, first responder or athletic trainer assigned to the game at least two hours in advance. Notice must be confirmed by all parties. Any game so postponed shall be made up not later than ten (10) days

following the postponement. The Commissioner may, in his discretion, mediate or accommodate any extenuating circumstances.

## 9. Coaches Certification.

- 9.1. All Program Participant coaches must complete USA Football Heads Up certification course prior to coaching in any game. This must be completed by the annual Roster meeting for the coach to be eligible for that season. Each Program Participant must appoint a Player Safety Coach (PSC) as per any USA Football Heads Up guideline then in effect.

## 10. Scouting.

- 10.1. Participating programs may film their own games. Filming games of other participating programs in which they are not participating is prohibited. Exchanging game film directly between opposing head coaches is allowed, as long as both coaches are in agreement.

## 11. Game Rules.

- 11.1. NCAA Rules as modified by the M.I.A.A. and the NFHA will be observed unless specifically superseded by the CAYFL Rules & Regulations set forth herein.

### 11.2. Scoring

- 11.2.1. All touchdowns shall score six (6) points.
- 11.2.2. All field goals shall score three (3) points.
- 11.2.3. All successful Point-After Tries, whether kicked through up-rights, run in or passed in, will score two (2) points.
- 11.2.4. There shall be no drop kicks.

### 11.3. Timeouts.

- 11.3.1. Each team will be awarded four (4) time outs, two (2) full and two (2) thirty second time outs per half.

### 11.4. Mandatory Equipment.

- 11.4.1. All NCAA mandatory equipment will be worn.
- 11.4.2. Foot gear with screw on or metal cleats, and molded rubber and/or hard plastic cleats are allowed. At weigh in, both the home and opposing team coaches are responsible for examining all players cleats for exposed metal; if there is exposed metal on the cleat the player will not be allowed to play with the cleats with the exposed metal until the metal is removed and re-examined by both the home and opposing team coaches. If the exposed metal on the cleat cannot be removed the player will not be allowed to play. If a player should arrive late to play a game they will go through the same cleat check and verification process by both coaches.
- 11.4.3. All players must wear colored mouthpieces except in the special case of mouthpieces designed to wear with braces.

11.5. Official Ball.

11.5.1. The A and B teams shall play with a leather or composite Wilson TDY or Riddell RDY football.

11.5.2. The C and JVC teams shall play with a leather or composite Wilson TDJ or Riddell RDJ football.

11.5.3. The D team must play with a leather or composite Wilson K-2 or Riddell RDPW football.

11.6. Game Duration.

11.6.1. A, B, C and JVC Teams will play nine (9) minute quarters with stopped time.

11.6.2. D Teams will play twelve (12) minute running time quarters with the last two (2) minutes of the fourth quarter stopped time.

11.7. Punting, placekicking and point after tries.

11.7.1. Except as set forth herein, on any form of kick, the offensive team must meet all weight requirements for backs and eligible receivers regardless of the formation deployed.

11.7.2. Kick offs, Field Goals, Point After Tries & Free Kicks.

11.7.2.1. The kicker is not subject to any weight restriction.

11.7.2.2. On kick offs and free kicks, all receiving players more than fifteen (15) yards from the placement of the ball must be weight eligible. The ball may not be advanced if received by a restricted player.

11.7.2.3. On kickoffs and free kicks at least five (5) players must line up no more than fifteen (15) yards from the ball.

11.7.2.4. On kicked Point After Tries and Field Goal attempts, the defensive team may not advance a missed try or attempt.

11.7.2.5. D Teams will have no kickoffs; the ball will be placed on the thirty (30) yard line to start, including situations where a safety is scored.

11.7.2.6. PAT and FG attempts at the D, JVC, and C levels will be free kicks. There will be no snap (the ball will be given to the holder at the start of play), and no defensive rush. The kicker must kick the ball within four seconds and may take no more than a 3-step approach to the ball.

11.7.3. Punting.

11.7.3.1. The punter must be weight eligible.

11.7.3.2. Any player on a punt receiving team dropping back more than ten (10) yards from the line of scrimmage must be weight eligible.

11.7.3.3. On punts, including C and JVC, interior linemen will not release downfield until the ball is kicked, dropped to the ground, or the ball is thrown or run out of the pocket.

11.7.3.4. D Teams will have no punts. The ball will be advanced twenty (20) yards in lieu of a punt.

#### 11.7.4. Free Punts.

11.7.4.1. On the C and JVC team level, teams have the additional option of a free punt. A team electing to free kick will inform the officials and assume a punt formation. The referee will inform the defense that a free kick is in process and hand the ball to the kicker. The referee will blow his whistle to signal the start of the play. There can be NO RUSH by the defense; and kicking team players may release downfield ONLY AFTER THE BALL IS KICKED. The kicker must kick the ball. If the kicker drops or runs with the ball it is immediately dead, marked at the spot, and the down is lost.

#### 11.8. Coaches.

11.8.1. Only one (1) coach will be allowed on the field during time outs in A, B, C and JVC games.

11.8.2. Coaches in D games are allowed in the huddle, once the huddle is broken and the offensive team comes to the line, all coaches, both defense and offense will move away and not interfere with the progress of the play. Once the huddle is broken, other than generalities such as “contain” or “watch out for the pass” or “fill your gap,” no coaching specifics from the coaches on the field shall be permitted. This prohibition includes but is not limited to defensive coaches identifying a formation or a play or its direction, offensive coaches changing a play or its direction or any coach calling out an opponent’s uniform number. Violations of this rule shall be enforced as follows: for a 1<sup>st</sup> offense, the coaches shall receive a warning, for a 2<sup>nd</sup> offense, a 15-yard unsportsmanlike conduct shall be assessed against the head coach, for a 3<sup>rd</sup> offense, a 15-yard unsportsmanlike conduct penalty shall be assessed against the head coach and he or she shall be removed from the game.

11.8.3. No electronic communication equipment (headsets, cell phones, etc.) may be used by coaches on the sideline during games. Video recording of games from the sidelines is allowed, but is prohibited within the coaches box.

#### 11.9. Defensive Rules for C, JVC, and D Levels.

11.9.1. THERE WILL BE NO BLITZING ON THE C, JVC, AND D LEVELS

- 11.9.1.1. The intent of the C, JVC, and D team blitzing rule is to increase scoring on these levels. This is accomplished by limiting the initial inside defensive surge on the line of scrimmage and outlawing blitzing the quarterback on drop back passes.
- 11.9.2. Defensive Linemen
  - 11.9.2.1. C, JVC, and D teams must have either four (4) or five (5) players on the defensive line of scrimmage.
  - 11.9.2.2. Interior defensive linemen will be in a "down" position. The two defensive ends may stand up if they are located outside the offensive tackles.
  - 11.9.2.3. Linemen may gap, slant, or rush the passer in any legal method.
- 11.9.3. Linebackers.
  - 11.9.3.1. Before the snap, linebackers will not encroach over an imaginary line set five (5) yards back from the line of scrimmage. The total of linebackers and linemen will not exceed nine players (there will be at least two (2) safeties).
  - 11.9.3.2. Inside linebackers (tackle to tackle) will line up no less than five (5) yards off the line of scrimmage and will not move forward on the snap. They can, however, move forward to tackle the ball carrier after reading the play.
  - 11.9.3.3. Outside linebackers (corners) will line up no less than five (5) yards off the line of scrimmage and may move directly forward the snap. They may not angle in towards the quarterback but may angle out away from the quarterback. After reading the play, they are allowed to pursue the ball carrier in any direction (also see passing).
  - 11.9.3.4. If a defense opts for a four (4) man line, the linebackers may not move back and forth between a linebacker and a lineman position. They must remain no less than five (5) yards off the line of scrimmage. This does not preclude a defense adjusting to the offensive set or to an offensive man in motion.
- 11.9.4. Safeties.
  - 11.9.4.1. There shall be at least two (2) safeties on the field.
  - 11.9.4.2. Safeties shall line up at least ten (10) yards behind the line of scrimmage. They may not move forward on the snap.
  - 11.9.4.3. Inside the 3-yard line the safeties will be allowed to move up to within three (3) yards of the line of scrimmage. Blitzing is still not allowed and a maximum of a five (5) man front is allowed. To the greatest extent possible, if the

officials recognize an illegal defensive goal-line formation, the play should be blown dead before the snap and the formation corrected without penalty.

11.9.5. Passing defense.

11.9.5.1. On drop back passes, only linemen are allowed to rush the passer. No linebacker may tackle the quarterback in the pocket. If the quarterback is flushed from the pocket he may be pursued and tackled by any defensive player.

11.9.5.2. On play action passes, linebackers pursuing the play action fakes are allowed to continue towards the quarterback.

11.9.5.3. On rollout/sprint out passes, the quarterback will be considered a running back.

11.9.6. Penalty for violation of Defensive Rules for C, JVC and D Levels.

11.9.6.1. If no other penalty is specified, any called infraction of the above rules will result in a fifteen (15) yard unsportsman-like penalty.

11.10. Ejections. In addition to any other sanction called for by these rules, regulations and game rules, any coach or player ejected from a game will automatically be suspended for the next game, including practices, meetings and other team activities during that following week.

11.11. Mercy rule. If a team trails by 30 or more points at any point in the game, the trailing coach may opt for a running clock. At that time the trailing coach also has the option of removing Kickoffs/KOR, and the team leading may not call any timeouts (except for player injury). If at any time the score differential becomes less than 30 points, Kickoff/KOR will be restored and the leading team may call timeouts. However, the running clock must continue.

12. Game Officials.

12.1. Game officials will be assigned by the Director of Officials.

12.2. A and B games shall have a minimum of four (4) officials assigned.

12.3. C games shall have a minimum of three (3) officials assigned.

12.4. JVC games shall have a minimum of two (2) officials assigned.

12.5. D games shall have a minimum of one (1) official assigned.

12.6. Games shall be played if at least one (1) official is present.

12.7. Officials shall be paid by the Home Team.

13. Scheduling

13.1. The board of directors shall schedule all game opponents for each weekend of the CAFYL season.

- 13.2. The Home Team shall set the exact time, date, and location of all games scheduled for each weekend.
- 13.3. All Participating Programs must schedule games for a minimum of 90 minutes.
- 13.4. For Scheduling purposes, each season, Participating Programs must notify the Commissioner no later than July 1st as to the number of teams in the non-required levels that they will have playing.

14. Forfeits

- 14.1. A forfeit will be declared if a program is unable to field a team as required by CAYFL Bylaws, Rules and Regulations.

15. Field Requirements

- 15.1. All playing fields being used for games shall have:
- 15.2. A restraining line, a minimum of 2 yards from all side lines, end lines, coaches boxes and team boxes and will be clearly marked. No spectators, parents, non-game personnel, non-official team photographers (one), etc. shall be allowed within this area. This rule will be waived for those stadiums/fields that have spectator restraints in place by design or by fencing that keeps spectators from entering the playing field.
- 15.3. A coach's box will be defined and marked along each sideline, between the 25-yard lines a minimum of 2 yards wide.
- 15.4. Team boxes will be defined and marked on each side of the field outside of the coaches' box between the 35 yard lines a minimum of 5 yards wide. It is recommended that the restraint lines, coach's boxes and team boxes be marked with a contrasting color to the field markings.

16. Team Requirements.

16.1. Levels

- A Required if 12 or more 8<sup>th</sup> grade players; not required if fewer; Limited to players in 7<sup>th</sup> and 8<sup>th</sup> grade; Maximum weight for unrestricted players is 158 lbs.
- B Not required. Limited to players in 7<sup>th</sup> and 8<sup>th</sup> grade; If multiple teams, 8<sup>th</sup> graders must be split evenly (by number & talent) among teams; Maximum weight for unrestricted players is 145 lbs.
- C Required if 12 or more 6<sup>th</sup> grade players; not required if fewer; Limited to players in 5<sup>th</sup> and 6<sup>th</sup> grade; Maximum weight for unrestricted players is 120 lbs.
- JVC Not required; Limited to players in 5<sup>th</sup> and 6<sup>th</sup> grade; If multiple teams, 6<sup>th</sup> graders must be split evenly (by number and talent) among teams; Maximum weight for unrestricted players is 120 lbs.
- D Not required; Limited to players in 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> grade; If multiple teams, 4<sup>th</sup> graders must be split evenly (by number and talent) among teams; Maximum weight for unrestricted players is 93 lbs.

- 16.2. The number of program participant's players eligible to play in each division shall be determined as of roster night.
- 16.3. For any program that chooses to enter a B team (or multiple B teams) and no A team, the B team(s) will be ineligible for the B playoffs, and will instead be matched against other non-playoff teams in weeks 8 & 9.
- 16.4. Any program that does not enter an A or C team (but enters a B or JVC team instead) will not be eligible for the playoffs at any level that season.
- 16.5. For any program that has a team not complete the full 9-week season, that program will not be eligible for the playoffs at any level the following season.

## 17. Team Divisions

- 17.1. The Teams in the CAYFL will be divided into two (2) Divisions, the KITCHIN DIVISION and the WALSH DIVISION.
- 17.2. The KITCHIN DIVISION will consist of the following eight (8) teams: Amesbury, Hamilton/Wenham, Ipswich-Triton, Lynnfield Pioneers, Newburyport, North Reading, Manchester-Essex and Swampscott.
- 17.3. The WALSH DIVISION will consist of the following seven (7) teams: Danvers, Marblehead, Masconomet (Boxford, Middleton & Topsfield), North Andover, Petucket (West Newbury, Groveland & Merrimack), Winthrop BS Gloucester.

## 18. Championships

- 18.1. The A, B, and C Level teams will compete within their Division for the DIVISION CHAMPIONSHIP. Playoff seeds will be determined after Week 8, with semi-final games to be played on the Sunday of Week 9. All other teams will be matched up with a compatible opponent by the league for Week 9.
- 18.2. The best record against Division opponents will determine DIVISION CHAMPIONSHIP using the following scoring system:
- 18.3. Win = 2 points Tie = 1 point Loss = 0 points
- 18.4. Ties. In the event of a tie, the Division Standings will be determined by the following tiebreaker rules:
  - 18.4.1. Two Way Tie.
    - 18.4.1.1. Head to Head.
    - 18.4.1.2. Overall Record.
    - 18.4.1.3. Record vs. common opponents.
    - 18.4.1.4. Fewest points allowed in division.
    - 18.4.1.5. Fewest points allowed all games.
    - 18.4.1.6. Fewest points allowed common opponents.
    - 18.4.1.7. Coin Toss.

- 18.4.2. Three or more Way Tie.
  - 18.4.2.1. Head to head record among tied teams.
  - 18.4.2.2. Overall Record.
  - 18.4.2.3. Record vs. common opponents.
  - 18.4.2.4. Fewest points allowed in division.
  - 18.4.2.5. Fewest points allowed in games among tied teams.
  - 18.4.2.6. Fewest points allowed in all games.
  - 18.4.2.7. Fewest points allowed common opponents.
  - 18.4.2.8. Coin Toss.
- 18.5. Trophies for Division Championships.
  - 18.5.1. CAYFL will provide and award trophies to the regular season Division Champions or Champions on the A, B and C Levels.
- 18.6. League Champions for the A, B and C levels will be decided as follows;
  - 18.6.1. Effective in 2015, there will be two playoff tournaments (one for each division) for the A, B, and C levels. Semi-final games will take place in Week 9 with the first-place team hosting the fourth place team, and the second place team hosting the third place team in each division. The winners advance to the championship games the following Sunday.
  - 18.6.2. Trophies. CAYFL will provide and award annually, Championship Trophies as follows:
    - 18.6.2.1. A Team level - the Rich Vitale Trophy,
    - 18.6.2.2. B Team level - the Bill Richardson Trophy,
    - 18.6.2.3. C Team level - the Joe Supino Trophy

## 19. Age Restrictions.

- 19.1. A, JVA, B and JVB team participants must be age fourteen (14) or under as of September 1st of the participating year.
- 19.2. C and JVC team participants must be twelve (12) or less as of September 1st of the participating year.
- 19.3. D team participants must be ten (10) or less as of September 1st of the participating year.

## 20. Grade Restrictions.

- 20.1. Seventh and Eighth graders may play on the A or B teams.
- 20.2. Fifth and Sixth graders will play on the C or JVC teams.

20.3. Third and Fourth graders (and age eligible Second graders) will play on the D teams.

## 21. Rosters.

- 21.1. All programs are to submit rosters for each of their teams. These rosters shall be in the official format for CAYFL rosters (or as close thereto from an on-line registration system) and must have full names, full address, birth date, grade, telephone numbers and e-mail addresses of both players and coaches. The Head Coach of each team and President/Commissioner of each participating program must sign the forms attesting to the correctness of the information and that the head coaches are USA Football certified and have passed a CORI checks.
- 21.2. Two (2) roster meetings will be held. The first will occur before the season starts and the second will take place prior to Week 2 of the regular season.
- 21.3. No players shall be added to a roster after the roster meeting without the permission of the Commissioner.
- 21.4. Rosters for teams for all levels in the approved CAYFL format must be submitted and approved at the roster meeting prior to the start of the season.
- 21.5. Birth certificates are required for all new players only.
- 21.6. Within aforementioned age limits, a player may be moved up or down a level until the third game of the season, upon notification to the Commissioner. After the third game a player may be moved for extenuating circumstances only with the Commissioner's approval.
- 21.7. A level is defined as A, B, C, JVC, and D.
- 21.8. Once a player moves up a level he may not move down a level.
- 21.9. Players may be on only one (1) roster per week. A week is defined as Monday through Sunday.
- 21.10. Players may only participate in one (1) game a day.

## 22. Start of Season.

- 22.1. No team will begin any type of formal or informal practice of any type before the second Monday in August. A team is defined as any group of football players that are eligible to play for a CAYFL Member Team in the upcoming season. Any Participating Program, its coaches or players that violate this rule will be fined \$500.00 per day per team for each occurrence. Notwithstanding the foregoing, this penalty will not apply to an independent organization that runs a strength and conditioning camp even though its participants are comprised of CAYFL eligible players. A practice is defined as a gathering of CAYFL eligible players, organized by or for a coach or participating program, for the intended purpose of having an organized practice or conditioning for that team's individual players. This does not include CAYFL Board approved events held for the public.
- 22.2. Provided that the board of directors is provided thirty (30) days' notice of the same, a participating program may promote and/or assist with an independent organization that runs a skills-based camp, focused on positional skill building, safety, coordination, agility, conditioning and fun for the participants, whether in conjunction with a strength and conditioning program or not.

- 22.3. Provided that the board of directors is provided thirty (30) days' notice of the same, a participating program may offer a skills-based program, as described above, of no more than eight (8) hours per week for no more than 2 non-consecutive weeks between the period of April 1<sup>st</sup> and July 31<sup>st</sup> provided that the camp is open to all CAYFL eligible players whether or not such players are or were members of CAYFL participating programs in prior years.
- 22.4. For any such camp, no more than twenty-five (25%) percent of the time spent per day may be devoted to team-based activities.
- 22.5. No contact is permitted at any such camp.
- 22.6. At any such camp, football specific equipment, other than cleats and footballs, is prohibited.
- 22.7. At any such camp, the program must be supervised by coaches with current USA Football certifications.

### 23. Uniforms.

- 23.1. Teams are not required to adhere to NCAA guidelines regarding eligible receiver numbers.
- 23.2. Colors must be approved by the board of directors two (2) months prior to the start of each season.

### 24. Weight Restrictions.

- 24.1. There will be no weight restrictions on defensive players.
- 24.2. There will be no weight restrictions on interior linemen (ineligible receivers).
- 24.3. Offensive Backs and eligible receivers are required to meet the weight criteria specified below.
- 24.4. Except as set forth herein, if a restricted player inadvertently gains possession of the football in a situation where advancing the ball is legal, he may advance it. This does not include designed offensive plays (e.g., Fumblerooskies are illegal).

### 25. Weight Eligibility.

- 25.1. Weight eligibility is determined by weighing the player wearing all mandatory equipment except his or her helmet. This includes all required pads, uniform, footgear and undershirt. After weigh-in, equipment cannot be replaced or substituted. If for any reason a player needs to substitute required equipment after being weighed in, then that player is deemed restricted. Optional pads, e.g., wrist pads, elbow pads, rib pads, additional clothing, etc..., may be added without penalty. If a player is not weighed in, he or she may not enter the game.
- 25.2. Weigh-ins shall occur before each game.
- 25.3. The Home team shall provide a balance or electronic type weight scale on flat surface. Spring loaded "home scales" are unacceptable.

25.4. All teams will provide a copy of their team's official roster to the opposing team at the weigh in. Failure to have a copy of the official roster will result in a Fifty Dollar (\$50.00) fine payable to the CAYFL.

25.5. Weight Limits.

25.5.1. A Team - Eligible A team players will weigh 158 lbs. or less.

25.5.2. B Team - Eligible B team players will weigh 145 lbs. or less.

25.5.3. C Team Eligible C team players will weigh 120 lbs. or less.

25.5.4. JVC Team Eligible JVC team players will weigh 120 lbs. or less.

25.5.5. D Team Eligible D team players will weigh 93 lbs. or less.

26. Participating Programs.

26.1. CAYFL is made up of the following Participating Programs: Amesbury, Danvers, Gloucester, Hamilton-Wenham, Ipswich-Triton, Lynnfield Pioneers, Manchester-Essex, Marblehead, Masconomet, Newburyport, North Andover, North Reading, Pentucket, Winthrop and Swampscott.

26.2. Players.

26.2.1. Players are eligible to participate in a participating program by either residing or attending school in the community in which he or she will participate.

26.2.2. No CAYFL member program shall accept a player from another CAYFL participating program's community(s) unless permitted to do so as set forth herein.

26.2.3. On a case-by-case basis, with the written permission of the Commissioner, programs may draw players from adjoining towns and cities that do not have a CAYFL participating program.

26.2.4. Once a participating program meets the minimum number of participants required to field a team, that program may not accept any more players for that team from an adjoining city or town. In no event shall a participating program's team at any level consist of ten (10%) percent or more of players from an adjoining cities or towns.

26.2.5. Any player from an adjoining city or town that participated in a CAYFL program prior to 2019 and is otherwise eligible, may continue to participate in the CAYFL program he or she participated on in the prior year.

26.3. Officers, Board members, coaches and volunteers.

26.3.1. All participating programs must undertake criminal background checks prior to the start of each season of all its officers, coaches and volunteers. For volunteers that are eighteen (18) years of age or over, a state CORI is required. Participating programs must provide the CAYFL with a list of all those approved by the roster meeting for the current season. Failure to

comply with this rule may result in expulsion from CAYFL and/or a \$500 fine of the participating program.

## 27. Admission of a Program to the CAYFL

- 27.1. Programs that are interested in admission to the CAYFL shall notify the Commissioner of its interest in joining the CAYFL.
- 27.2. The Commissioner shall assign three (3) directors to an Expansion Sub-Committee to conduct an initial meeting with the Program seeking admission to CAYFL. The Committee shall obtain general information regarding the reputation, competitive suitability and financial stability of the interested program. If the Committee determines that it is in the best interests of CAYFL to proceed with the application process it will so inform the Board at its next regularly scheduled meeting.
- 27.3. The Committee shall request that the interested program provide information and documents responsive to the following questions:
  - 27.3.1. How did you learn about our League?
  - 27.3.2. Why are you interested in joining our League?
  - 27.3.3. Copy of rosters of all teams from the most recent season and
  - 27.3.4. Copies of expected rosters for following season
  - 27.3.5. Copy of last month's bank statement
  - 27.3.6. Current financial statement
  - 27.3.7. If applying organization is a limited liability entity
    - 27.3.7.1. Proof of 501(c) 3 Non-Profit organization certificate, if applicable.
    - 27.3.7.2. Copy of the most current tax returns filed with the IRS and the Commonwealth of Massachusetts.
    - 27.3.7.3. Copy of current Massachusetts Annual Report and a list of current Officers and Directors (this form would have been filed with Massachusetts Secretary of State).
    - 27.3.7.4. Proof of corporate good standing.
    - 27.3.7.5. Copy of the entity's By-Laws and/or Charter.
    - 27.3.7.6. Copy of the entity's Insurance Binder from prior season.
    - 27.3.7.7. All current and previous policies, including 3-year loss runs.
  - 27.3.8. Written disclosure of any problems with coach ejections in the Program's current League.
  - 27.3.9. Who is responsible for conducting your CORI background checks?

- 27.3.10. What are the terms of each of your current members of your Board of Directors?
- 27.3.11. Do you have a succession plan to replace retiring officers and board members?
- 27.3.12. Description of what CAYFL can expect from your organization as far as growth, organization continuity, and compliance with CAYFL rules.
- 27.3.13. Can you make a commit of three-years membership in CAYFL?
- 27.3.14. Can you provide and acknowledgement that your program will be required to comply with and/or provide the following items?
  - 27.3.14.1. Participate in CAYFL's Insurance Program Maintain Accidental Medical and General Liability for the players and coaches Maintain Director and Officers insurance for CAYFL officials.
  - 27.3.14.2. Enforce all CAYFL By-Laws, rules, regulations, and code of conduct.
  - 27.3.14.3. Participate in CAYFL sponsored meetings and events.
  - 27.3.14.4. That you have received and read and ask any questions you may have regarding the provided our current By-Laws, Rules, Regulations, including CAYFL Code of Conduct.
  - 27.3.14.5. Payment of a non-refundable review fee of \$600, which fee may, if the application is finally approved, be applied toward the interested program's initial CAYFL annual dues.
- 27.3.15. Upon review of all of the above information, the Committee will recommend to the board of directors at the next scheduled meeting whether to preliminarily admit or reject the interested Program. Any vote by the board to preliminarily approve the application must carry by a two-thirds (2/3) majority. If approved, the Committee shall so inform the interested program of said preliminary approval and require at least two members of the interested program to attend the next regularly scheduled board of directors meeting to present their application and respond to questions from the board of directors. After such meeting, either at the same meeting or a subsequent meeting, upon motion duly seconded, the board of directors shall vote to either finally approve or reject the application. Any vote by the board to finally approve the application must carry by a two-thirds (2/3) majority of the directors present at the meeting.
- 27.4. All new participating programs will serve a two (2) season probationary term, after which time, if, in the view of the board of directors, there have been no incidents with the new participating program's compliance with CAYFL By-Laws, rules, regulations and code of conduct warranting expulsion from CAYFL, the new participating program probationary status shall end.

28. Dues and Insurance.

- 28.1. Each participating program shall pay annual dues of \$600.00. Dues must be paid in full by June 1st of each calendar year.
- 28.2. Prior to August 15<sup>th</sup> or at such other time the board may prescribe, each participating program shall pay to CAYFL its proportionate share of the annual insurance premiums that are billed to CAYFL for any and all insurance, including but not limited to accidental medical, general liability, directors and officers insurance, as well as any other insurance coverage that will provide coverage to the players, coaches, and the board of directors.

29. Withdrawal.

- 29.1. A participating program wishing to withdraw from the CAYFL shall give a written notice to board of directors at least two (2) years prior to the effective date of its withdrawal.
- 29.2. Any participating program withdrawing from the CAYFL shall forfeit its voting privilege after it has submitted its notice of withdrawal.

**Dated:** \_\_\_\_\_

**Attest:** \_\_\_\_\_  
**Secretary**