

FAIRFIELD FOOTBALL INC

Topic: Football Policy and Procedure Manual
Approved: 03/26/24
Review: Annually in March
Supersedes: 03/28/23

.01 PURPOSE:

The purpose of the Policy and Procedure Manual is to outline rules and regulations governing Fairfield Football Inc. (FFI) youth football. Any policies specific to the Capital Football Association (CFA) will be noted accordingly. All other policies related to football were approved by the FFI board to provide the best services and experience to the youth athletes within the FFI program.

.02 SQUAD SIZE AND REGISTRATION:

The desired number of football players per team is thirty-three (33); however, FFI will accommodate all players who register during the announced registration dates. If less than the desired number of players register, registration will remain open until the first game. If a team has less than twenty-five (25) players, registration will remain open until the 3rd week of the season.

.03 PRACTICE TIMES AND SCHEDULES:

The Secretary of the Executive Board will apply for practice field use for all of the teams/squads for the season. Practice times and dates will be scheduled at the beginning of the season. Head coaches are required to notify the Executive Board of any intended permanent changes to their team or squad's practice schedule or location, and the Executive Board must approve such changes before implementation.

The season start date for youth football practice is governed by the CFA and will be the first week of August 1st. The times and length of practice are governed by FFI. All squads are required to have one (1) week of conditioning which will be the week before the official start date. For football, this conditioning week must be presented to the CFA and, per CFA by-laws, will be open for other teams to attend. During this week, football players will not wear pads or helmets.

Coaches will closely monitor the weather, which may cause temporary changes to scheduled practice dates and times. For weather events, the FFI Player Safety Plan "Environmental Conditions" will be followed.

Practice Times:

1. Smurf/PeeWee/Pony Football
These teams and squads are limited to 8 hours per week and cannot exceed 2 hours per day. This includes scrimmages and games.
2. Midget
This team may practice up to 10 hours per week and cannot exceed 2 hours per day. This includes scrimmages and games.

.04 ATTENDANCE:

Players are expected to attend ALL practices. If a participant is absent from practice, participation in any league event will be at the coaches' discretion. Whether an absence is excused or unexcused is determined by the head coach. Each head coach will provide attendance expectations and consequences to the parents and players before the start of the season.

.05 PLAYING TIME:

Youth playing time is governed by FFI and it is the responsibility of the Football Director to enforce this policy. FFI will log each player's minimum plays to ensure compliance.

Minimum Playing Time:

- Smurf: 10 plays
- PW: 8 plays
- P: 6 plays
- M: 4 plays

.06 WEIGHT AND AGE ELIGIBILITY:

For football, youth weight and age requirements are governed by the CFA by-laws.

.07 AWARDS:

A YEAR-END celebration will be developed by a board-appointed committee at which any awards and recognitions will be presented by the coaches. Awards will be given to ALL participants.

.08 FUNDRAISING:

Fundraisers will be part of the overall fundraising efforts for the entire organization to show a unified budget amongst all teams and squads.

Should special fundraisers be necessary, the request must be submitted to the board for approval. Board members will secure and manage all funds and disperse as necessary.

.09 REGISTRATION:

Registration guidelines are as follows:

1. Registration fees are NON-REFUNDABLE. Exceptions to this can be made by a MAJORITY vote of the Board. If an entire season is canceled for any reason the registration amounts will be fully refunded.
2. It will be the responsibility of the Executive Board to approach the parent(s) of a child that has not paid. In the case of financial hardship; the Board may vote to excuse the parent from paying the registration fee.
3. No child may participate in PRACTICES or GAMES until FFI has received a copy of their birth certificate AND signed physical as per FFI and CFA by-laws.
4. A breakdown of participation and fundraising expenses/requirements will be distributed at the registration/equipment handout.
5. All parents are required to fill two (2) volunteer positions. Failure to do so will result in their \$100 volunteer check being cashed the Monday after the banquet

.10 ADMISSIONS:

The admission prices are as follows and there will be a visible board/sign displaying the prices at the gate before entry. FFI coaches are excluded from paying at home games.

1. Admissions prices for regular season games:
 - Adult: \$4.00
 - Child: \$2.00
 - Players/Cheerleaders/coaches are excluded

2. Admissions prices for post-season:
 - Adult: Per CFA guidelines
 - Child: Per CFA guidelines
 - Players/Cheerleaders are excluded

.11 INJURIES:

If in the opinion of the on-scene EMT, a Player Safety Coach, or a Football Director (not the HEAD Coach), an athlete is injured during practice and games, that athlete may NOT participate in practice or play in a game until he/she is released in writing, by a physician or attending EMT.

.12 TOBACCO, ALCOHOL, VAPE PRODUCTS, AND ILLEGAL DRUGS:

FFI prohibits tobacco, alcohol, vape products, and illegal drugs at all practice and game facilities. Any observed violation will result in one of the following:

1. The violator will receive one (1) warning either written or verbal from any board member or security officer.
2. The violator will be suspended until the Grievance Committee decision is made.
3. The violator will be IMMEDIATELY removed.