



# Adult Basketball Rules and Regulations

## TABLE OF CONTENTS

Recreation and Parks Department.....	1
<b>Adult Basketball Rules and Regulations .....</b>	<b>1</b>
Table of Contents.....	1
Registration.....	2
Communications .....	2
Eligibility .....	3
Governing Body.....	3
Managers/Players Responsibilities .....	3
Gym Guidelines .....	3
Alcoholic Beverages.....	3
Format and Schedule Procedures.....	4
Roster and Add/Drop Forms.....	4
Team and Player Eligibility .....	4
Playing Time/Game Rules .....	5
Uniforms.....	6
Code of Conduct/Sportsmanship Policy .....	7
Ejections/Suspension/Probation/Appeals Process .....	9
Sportsmanship Policy .....	9
Protests/Forfeitures/Refunds.....	10
Playoff Procedures.....	11
Officials .....	12

## REGISTRATION

### A. Where

Registration occurs at The City of Guadalupe Recreation & Parks Department Office, 918 Obispo Street. The office is located next to the Auditorium. (9 am to 4 pm Monday-Friday) All leagues are filled on a first-come, first-served basis. No space is guaranteed for any team. Mail in registration is not accepted. Registration closes when all slots are filled.

### B. Fees

\$495.00 Payment for a resident team and \$595.00 payment for a non-resident team is due at time of registration. To be considered a resident team, the team must have at least 5 players with proof of Guadalupe residency. All checks for league fees should be made payable to “City of Guadalupe.” Any returned checks will result in the team being dropped from the league. Visa, MasterCard and American Express are also accepted. All fees must be paid in full.

### C. Registration

Game nights are not guaranteed. Inappropriate team names will not be allowed (this includes play on inappropriate words or slang). Team names that are deemed inappropriate will be re-named by staff. A Manager’s Agreement must be turned in by each team prior to the start of the season. It is included with the In Person Registration Forms.

IN PERSON – A registration form must be completed in full and presented at the time of registration. Payment will not be accepted unless accompanied by the registration form.

### D. Managers Meeting

All NEW teams are required to have a manager or team representative attend the Managers Meeting prior to the start of the league. Meeting days and times will be noted on the league Registration Form. If a manager fails to attend a Manager Meeting or sign and turn in the Manager Agreement the team will be dropped from the league and fees will not be refunded.

## COMMUNICATIONS

Parks and Recreation Adult Sports Staff value comments and encourage communication regarding issues involving the league. However, due to the sheer number of players in the league, it can be difficult to field all correspondence. Therefore, we ask that Managers are the spokesperson for the team and all team communication is funneled through the manager. Correspondence received directly from players will generally not be responded to.

## ELIGIBILITY

The team manager/coach is responsible for enforcement and adherence to the following eligibility rules:

- Players in all adult sports leagues must be 16 years of age to participate in the league. (Players under age 18 must complete a minor waiver/parental consent form to play).
- All players must bring identification to each game. At any time, players may be asked to prove identity. Managers are strongly encouraged to keep copies of players' identifications to alleviate any problems during identification checks.

## GOVERNING BODY

The Recreation Manager in charge of sports shall serve as League Director and has final authority to make decisions pertaining to all Adult Basketball League rules and regulations. The Santa Maria Recreation and Parks Department shall determine the number, variety, and type of divisions.

## MANAGERS/PLAYERS RESPONSIBILITIES

- A. Managers must ensure their players know and understand the City of Guadalupe Recreation and Parks Department rules and regulations.
- B. Each player is responsible for abiding by the Player Code of conduct before, during, and after each game.

## GYM GUIDELINES

- A. The Recreation and Parks Department has granted the use of the various city facilities in order to conduct Adult Sports Leagues. This privilege can be revoked if teams do not abide by the following rules:
  1. Smoking is not permitted on city facilities or school grounds.
  2. Park in designated areas only.
  3. No outside food or drinks (other than water/sports drinks) are allowed in gym.
  4. Vandalism of property (i.e. graffiti, hanging on rims, etc.) will not be tolerated.
- B. Spectators are also subject to the above rules: non-compliance by spectators known to be associated with a particular team may result in action being taken against said team.
- C. Bouncing basketballs or playing with basketballs on the sidelines is not allowed.

## ALCOHOLIC BEVERAGES

- A. Absolutely no intoxicants are allowed at City of Guadalupe functions. Players under the influence must leave the gym or his/her team will automatically forfeit their game.
- B. Managers, please inform your players and spectators that alcoholic beverages are not allowed.

## FORMAT AND SCHEDULE PROCEDURES

- A. In order to provide more balanced divisions for better play and competition, the League Director may shift teams from one division to another at the end of the first half of league play.
- B. Teams must play at time, place, and date specified. No exceptions!
- C. No schedule changes are allowed during the season. If a team has a time conflict in regard to a specific night of play or game time, the manager should note the conflict on the preliminary team roster at registration. No guarantees.
- D. Each team is responsible for a \$15 referee fee due at game time. (Dollar bills only please).

## ROSTER AND ADD/DROP FORMS

- A. All rosters must have at least 8 players and no more than 14 players. **Two (2) females** are required **to be on the court AT ALL TIMES.**
- B. Add/Drop Slips will **NOT** be accepted at the field/court. The deadline for add/drop slips is four (4) business days after the team's first scheduled league game. Please submit the add/drop forms to the Recreation and Parks Department Administrative Office, 918 Obispo Street, at least 48 business hours prior to game time. If the player's name is not on the waiver form on game day, the player will not be allowed to play.
- C. Adding Players – Once a team has registered for league, only the team manager may add players to their original roster. The manager is defined as the person whose name appears at the top of the original team roster. It is the manager's responsibility to ensure that player(s) being added are legal players. If it is verified at any time that a player is illegal, all games will be immediately suspended for two (2) games, including playoffs. Once a player is removed from the roster they may not be re-added to that roster for the remainder of the season.
- D. The league Director has the authority to make special exceptions regarding eligibility and roster procedures. Managers are responsible for maintaining their roster during the entire season.
- E. Emergency Adds: After the add/drop period has concluded, only emergency adds will be considered. A written petition is needed if for example a team loses significant players because of work, transfer, moving or injury. The team manager must explain in writing that his/her team is down to six (6) players, and the League Director may consider adding a player. You must give 24 business hours' notice prior to scheduled game time for emergency adds to be considered.

## TEAM AND PLAYER ELIGIBILITY

### **PLAYERS**

- A. All players must be at least 16 years of age to participate. Players under 18 must have a parent/legal guardian signed liability waiver and permission slip in order to play in the league.
- B. Players may only play for one team during the entire season, including playoffs. Once a player participates with a team, said player must be released by the team manager prior to joining another team.
  - i. Penalty: If a player plays on more than one team, said player will be considered illegal and both teams he/she plays for will automatically forfeit all games in which said player participated. Said player will also be suspended for the remainder of the half.

- C. No player will be allowed to play if he/she is not on the official roster (located at the Recreation and Parks Department Administrative office).
  - i. NOTE: Player eligibility will be verified through some form of picture I.D. (preferably a state issued driver's license). Players must show a picture I.D. to the scorekeeper at the first game of the season in order to play. Players who do not have a valid form of I.D. must notify the League Director at least 48 hours prior to their first league game.
- D. Any player playing or attempting to play under an assumed name will be considered illegal. If a player is found to be illegal, the game will be forfeited. An opposing team's protest is not needed if the Department finds the error. If a team is found guilty of using, playing, or having knowledge of an illegal player, or player using an assumed name the minimum penalty is a two (2) game suspension for both the manager and the said player. Maximum penalty is a one-year suspension.
- E. Players must play in a minimum of 4 regular season games to be eligible for the playoffs. It is the manager's responsibility to check with the scorekeeper prior to playoffs to make sure all of their players are eligible. If players have not played in 4 regular games, they may not participate in the playoffs, If a team is caught playing with an ineligible player during the playoffs the team will automatically forfeit the game.
- F. If a player's name appears on more than one roster, the first team he/she plays for first shall commit him/her to that team.

## **TEAMS**

- A. Each team may carry a maximum of fourteen (14) players. Only players on the roster will be considered eligible to play.
- B. A team cannot enter more than one City sponsored basketball league in Guadalupe during the same season.

## **PLAYING TIME/GAME RULES**

- A. Games will consist of two 20-minute halves running clock. During the last two minutes of each half, regulation clock will be used, unless a team is ahead by 20 points or more.
- B. Teams will be allowed two (2) time-outs per half. Time outs do not carry over.
- C. Official high school basketball rules for the recent season shall cover all situations except the following:
  - 1. Games will start on time if no warm-up time can be given.
  - 2. Teams may start a game with four (4)-registered players. If a team does not meet the minimum four (4)-player requirement at game time, officials will signal the scorekeeper to start the game clock. The team not meeting the minimum player requirement will be allowed ten (10)-minutes before the game is forfeited. If the four (4)-player minimum

- requirement is met within the ten (10)-minutes allotted, the game will be played. The game clock will not be reset.
3. There must be a 48-business hour notice if you cannot make your scheduled game, and the team will receive a loss instead of a forfeit. Two forfeits may cause a team to be dropped from the league.
  4. A forfeiting team is responsible for the referee fees for both teams. The forfeit fees are due at the gym on game day or the following business day to avoid additional forfeits.
  5. In case of a tie game, an extra three-minute period will be played. IF the game is still tied at the end of the first overtime period, the second overtime period will be sudden death (must win by 2 points). The last minute of all overtime periods will be regulation clock.
  6. One time out per team will be allowed during an overtime period. Time outs do not carry over.
  7. Only a caption (if on the court) or manager may talk to an official or the scorekeeper.
  8. The running summary score shall be the official score at any and all time throughout the game regardless of the score indicated on the electric scoreboard.
  9. Games will be stopped, along with the clock, for any problems with teams or spectators at the officials' discretion. (Spectators are not to be on the team bench, but in the bleachers).
  10. Any player who commits his fifth foul is automatically disqualified from further play for the game. Said player may not under any circumstances remain in the game.
  11. If a team is ahead by 20 points in either the first or second half, the clock will not be stopped during the last two minutes.
  12. Stopping Delays or Delay Tactic – Officials have the authority to stop the clock on game delays. These include:
    - i. Balls rolling away or under bleachers
    - ii. Injuries or other on-court disturbances
    - iii. Arguments (although these should not be tolerated)
  - 13. No Slam Dunking or attempting to slam dunk, grasping the rims or nets is not allowed.** Penalty: Player will be ejected from the game and will serve an additional two (2) game suspension. Said player will also be placed on probation for the remainder of the season. Contact that occurs with the rims or nets to avoid potential injury is a judgement call to be determined by the officials.

## UNIFORMS

- A. Players must provide all of their own equipment, including jerseys.
- B. Each team must have enough numbers so that each player participating will not have repeated numbers. Any numbers are legal. Players should keep the same jersey number throughout the entire season. Permanent iron on numbers must be affixed to jerseys. Numbers placed with markers, duct tape, sports tape, etc. is not allowed.

- C. Uniform tops need to be the same color, but do not need to be the same style. Shorts do not have to be the same color. Due to safety reasons, no jewelry should be worn during play. Medical identification is an exception.

#### CODE OF CONDUCT/SPORTSMANSHIP POLICY

- A. The manager shall be the official representative of his/her team unless he/she designates one of the players as team captain prior to the game.
- B. The manager will be held responsible for all rules as stated in this booklet.
- C. Managers are responsible to see that their players are familiar with the “Players Code of Conduct” and all league rules.
- D. Teams are responsible for their spectators and may receive a loss by forfeit if problems occur.
- E. Players receiving a Technical Foul for un-sportsmanlike conduct will be required to sit out for (5) minutes immediately following the Technical Foul or ejected from the game if necessary.
  - i. Note: Unsportsmanlike Technical fouls accumulate during the season.
  - ii. Second Technical Foul – Player will be ejected from the game and will serve a one game suspension. Said player will be suspended additional games if necessary.
  - iii. Third Technical Foul – Player will be suspended for the remainder of the season, including playoffs.
- F. No player, coach, or other bench personnel shall use profanity (vulgar language that is unacceptable in the general community) in a casual manner that is directed at the Officials, Scorekeeper, opposing players, or spectators. In these cases, it is still at the official’s discretion to call a TECHNICAL FOUL. When casual profanity is audible to the Official, he/she will assess an automatic “TECHNICAL” on the offending individual and/or team.

#### G. PLAYERS CODE OF CONDUCT

- 1. NO PLAYER SHALL: At any time lay a hand upon, shove, strike, or threaten an official. Officials are required to immediately suspend player from further play and report such player to League Director. Such player shall remain suspended until the League Director has considered his/her case.
  - i. MINIMUM PENALTY: Suspension from two league games, placed on probation for the remainder of the season.
  - ii. MAXIMUM PENALTY: Suspension for life and/or assault charges filed.
- 2. NO PLAYER SHALL: Refuse to abide by official’s decision. Officials are required to immediately suspend player from further play and report such player to the League Director. Such player shall remain suspended until the League Director has considered his case.
  - i. MINIMUM PENALTY: Placed on probation for remainder of season.
  - ii. MAXIMUM PENALTY: Suspension for two league games, placed on probation for remainder of season.

3. NO PLAYER SHALL: Be guilty of objectionable demonstrations of dissent at official's decision. PENALTY: The degree of infraction of this tenet of good sportsmanship shall, in the official's judgment draw:
  - i. MINIMUM PENALTY: Warning by the official.
  - ii. MAXIMUM PENALTY: Removal from the game.
4. NO PLAYER SHALL: Discuss with an official in any manner the decision reached by such official except the manager or captain. PENALTY: The degree of infraction of this tenet of good sportsmanship shall in the official's judgement draw:
  - i. MINIMUM PENALTY: Warning by official.
  - ii. MAXIMUM PENALTY: Removal from the game.
5. NO PLAYER SHALL: Be guilty of using unnecessarily rough tactics in the play of game against the body and person of an opposing player. Officials are required to immediately suspend player from further play and report said player.
  - i. MINIMUM PENALTY: Placed on probation for remainder of season.
  - ii. MAXIMUM PENALTY: Suspension for two league games, placed on probation for remainder of season.
6. NO PLAYER SHALL: Be guilty of physical attack as an aggressor upon any player, official, or spectator. Officials are required to immediately suspend player from further play and report such player to League Director. Such player shall remain suspended until the League Director has considered his/her case.
  - i. MINIMUM PENALTY: Suspension from two league games, placed on probation for remainder of the season.
  - ii. MAXIMUM PENALTY: Suspension for life and/or assault charges filed.
7. NO PLAYER SHALL: Be guilty of abusive verbal attack upon any player, official or spectator. Officials are requested to immediately suspend player from further play and report such player to League Director.
  - i. MINIMUM PENALTY: Placed on probation for the remainder of the season.
  - ii. MAXIMUM PENALTY: Suspension from two league games, placed on probation for remainder of season.
8. NO PLAYER SHALL: Appear upon the field of play at any time with an alcoholic beverage or in an intoxicated condition. Officials are required to immediately suspend player from play and report suspension to League Director for further consideration.
  - i. MINIMUM PENALTY: Suspension from two league games, placed on probation for remainder of season.
  - ii. MAXIMUM PENALTY: Suspension for remainder of season.
9. NO PLAYER SHALL: Be guilty of gambling upon any play or the outcome of games with any spectator, player or opponent. Officials are required to report violation of this rule to the League Director.
  - i. MINIMUM PENALTY: Placed on probation for remainder of season.
  - ii. MAXIMUM PENALTY: Suspension for remainder of season.

10. NO PLAYER SHALL: Be guilty of using, playing, or having knowledge of an illegal player, or player using an assumed name.

- i. MINIMUM PENALTY: Two (2) games suspension.
- ii. MAXIMUM PENALTY: One (1) year suspension.

#### EJECTIONS/SUSPENSION/PROBATION/APPEALS PROCESS

1. **PLAYER EJECTIONS:** Any player ejected from a league game must immediately gather their belongings and leave the sports facility, which includes the team bench/dugout, field, or court of play, spectator seating and parking lot.
2. Any player ejected from the game will serve an additional one (1) game suspension for unsportsmanlike conduct.
3. **SUSPENSION PERIOD:** Should a sports participant be placed on suspension during the regular season, including playoffs, said player or players may not participate or attend the adult sports program in which the incident occurred. Suspended individuals must remain away from the sports facility, which includes the team bench/dugout, field or court of play, spectator seating and parking lot until the suspension period has been served. Depending on the severity of the incident, suspension may extend to participation in other Department programs as well. Failure to comply will result in additional suspension as deemed necessary by the League Director.
4. **PROBATION DEFINED:** Any player who violates the “Players Code of Conduct” will be placed on probation for a time specified by the League Director. During this period, said player’s actions will be monitored for continued unsportsmanlike conduct. Any player exhibiting additional unsportsmanlike behavior while on probation will be subject to suspension for the remainder of the current season, including playoffs.
5. **SUSPENSION APPEALS PROCESS:** A sports participant shall have the right to appeal a suspension greater than two (2) weeks by notifying the Recreation Department Manager, in writing, within three (3) days of the suspension. Department staff will review the written appeal within one week of receipt and confer with a Grievance Committee comprised of the Recreation and Parks Commission, neutral sports official and a neutral sports team manager. Participant shall remain suspended until the appeal process has been reviewed. Once decision has been made by the appeals panel, it will be final.

#### SPORTSMANSHIP POLICY

1. Managers are responsible for the conduct of their players on the gym floor as well as the team bench. Players or managers found guilty of un-sportsmanlike conduct during games may be suspended from further league play. League Director will make all decisions on player conduct, suspension, or expulsion when necessary.
2. Teams (including players, coaches, and spectators) participating in sports leagues that are sponsored by the Recreation and Parks Department, or where officials are furnished by the City, shall be expected to exhibit proper sportsmanship before, during and after all games.

3. The Department reserves the right to impose a “cooling off” period any time during the season that jeopardizes the integrity and safety of participants or spectators. This time period will be imposed on parties involved in an unsportsmanlike incident to allow for an abatement of tension between involved parties to ensure not only their safety, but the safety of all league participants.
4. In addition, this time period allows ample opportunity for Department management to conduct a thorough investigation of the incident. Parties involved may be subject to immediate suspension from Department programs until case is reviewed.

## PROTESTS/FORFEITURES/REFUNDS

A. **PROTESTS:** Protests shall not be received or considered if they are based on the judgment of the official.

1. All protests will be received if the following procedures are as follows:
  - a. Whenever a matter of protest arises during a game, the captain or manager of the protesting team shall immediately notify the head official, scorekeeper, and opposing manager of their intention to protest.
  - b. The “Intent to Protest” must be filed with the scorekeeper in writing before leaving the gym. This notice of intention to protest is mandatory, followed by the protest the next day. (A \$110 fee is required the next day to file a protest. If protest is granted, fee will be returned).
  - c. All “protests” will be ruled on by the League Director and anyone he/she might ask for assistance.
  - d. If it is determined that a game needs to be replayed, said game will be replayed at the end of the half and only if it has playoff implications.
2. Intention to protest must be filled out after the game and not during the game. Just inform official and scorer that you intend to protest.

## B. FORFEITURES

1. Teams forfeiting two games may be dropped from the league. All games won or lost by such team in an unfinished round shall be stricken from the standings.
2. Forfeits may be declared by the league director for any of the following reasons:
  - a. Failure to appear at the scheduled game time with at least four (4) eligible suited players. **TEAMS MUST START PLAYING AT GAME TIME IF THEY HAVE FOUR PLAYERS.**
  - b. Using an ineligible player, if called to the attention of the League Director, Officials, or Scorekeeper.
  - c. Un-sportsmanlike conduct.

- d. If in the opinion of the officials, the manager does not have control of his team.
- e. Continued harassment of the officials.
- 3. In the event of a double forfeit, both teams will receive a loss.
- 4. Teams using ineligible players in playoff games will have games forfeited immediately.
- 5. Officials will forfeit game if team or teams are not on the floor and ready for the tip-off at game time.

**\*5A Forfeit Exception\***

In the case where a team is comprised of a minimum 3 First Responders/Military personnel and the team is called to duty and they are unable to field a team because of those missing players ONLY, the League Director has the authority to constitute whether or not the game shall be made up at the end of the season.

First Responders: Fire including Hot Stove Crews, Law Enforcement, Medical personnel, City emergency crews, and PG&E Emergency crews.

Military: Army, Navy, Marine Corps, Coast Guard & National Guard

- C. Refunds: No refunds are made after teams have been placed into a division unless a replacement team can be found.

**PLAYOFF PROCEDURES**

- A. Divisional championship will be determined by the first half winner playing the second half winner in a one game championship. If the winner of the first and second halves happens to be the same team, the second-place team of the second half will play the first-place team for the division championship. When a team is moved up to a higher division after winning the first half and consequently wins the second half, said team will play in the division championship of the higher division.
- B. The following order of precedence will be used to break ties in league standings.
  - 1. Head-to-head competition between the teams involved in tie. (Team A being tied with Team B after the round robin. Team A defeated Team B in the round robin. Team A is declared the winner).
  - 2. Point differential in games between the teams involved in tie.
    - a. A, B, and C are tied. Scores were:
      - i. A – 60, B – 55
      - ii. A – 55, C – 44
      - iii. B – 50, C – 33
    - b. A has a point differential of  $60 + 55 - 55 - 44 = 16$

c. B has  $55+50-60-33=12$  C has  $44+33-55-50=-28$

A is first; B is second; C is third.

3. Point differential in all games between the teams involved in tie.
4. Coin flip will be used as the last resort.

#### OFFICIALS

Officials assigned to all league games shall have complete authority of the game and have the power to eject players, managers, sponsors, or any other person from the gymnasium for misconduct, delaying the game, or any other reason deemed necessary. Official's decisions shall be final, with the exception of misinterpretation of the rules. All officials shall submit a report the Recreation and Parks Department prior to leaving the facility, whenever a player or spectator has been ejected.

- A. Officials shall report action of player(s) who continue(s) to direct remarks toward officials after being ejected from the game. Ejected player(s) is subject to a two (2) game suspension which include playoffs.