

## **Florida Championship Series Policies and Procedures**

**Purpose:** The purpose of policies and procedures is to develop and present an outline that will govern the Florida Championship Series and provide an equal opportunity for all member teams and organizations. The Florida State Policies and Procedures are developed in conjunction with the National Rules. The Florida policies and procedures supersede the national rules for events that are included as a part of the Florida Championship Series.

**How policies and procedures are developed:** Each member team or organization has the opportunity to submit any recommendation of change in policy or procedure to the Florida State Office prior to the end of the season (July 31). Each recommendation is reviewed and voted on by the Florida State Steering Committee during its annual meeting. Changes are sent by email to the contact of record for all member teams. New policies and procedures are posted on the Florida's US Amateur Basketball website.

**What they govern:** The Florida policies and procedures govern the Florida Championship Series, which includes all weekend shootouts, Open and qualifying tournaments that lead to and include the State Championship Tournaments.

### **2019-2020 Policies and Procedures**

#### **Game Time**

**1.1** Game time will also be forfeit time (SEE EXCEPTION BELOW).

**Exception:** The tournament director or state office staff member assigned to the tournament can allow a grace period for unforeseen circumstances. (Example: Traffic conditions). This can only happen when the team is communicating its difficulties. Only the tournament director or state office staff member can forfeit a game. Officials and Site Directors **do not** have the authority to forfeit a game.

**1.2** Games will not start early unless both coaches agree. Neither referees nor site directors have the authority to require teams to start a game prior to the scheduled starting time.

**1.3** Pregame warm up and halftime will be 10 minutes unless games are running behind schedule, and then each may be reduced to 5 minutes.

#### **Game Ball**

**2.1** Official balls for the 2020 Florida Championship Series are Baden, Wilson, Spalding, Nike, adidas and the Official US Amateur Basketball, The Rock.

**2.2** The tournament is responsible for providing the game ball, which must be a composite or leather indoor basketball. Rubber balls are not acceptable for game use.

**2.3** Each team is responsible for its own warm up balls.

#### **Divisions of Play**

**3.1** There are five divisions of play available for teams in the Florida Championship Series. Power rankings determine a team's placement in Divisions I-III.

- Division I
- Division II
- Division III
- School
- Recreation

## **Tournament Play for Boys & Girls (All Grades)**

- 4.1** Tournaments have the option to combine Pool play into one division of play per grade or offer separate divisions per grade.
- 4.2** Tournaments that have combined divisions with seven or less teams entered will consist of a single division throughout pool and bracket play.
- 4.3** Tournaments with combined divisions with eight or more teams will consist of one division during pool play before being divided into two separate divisions for bracket play. Division I and Division II brackets will be based on a team's place of finish in pool play.
- 4.4** In three-team pools, the first-place and second place team advances to Division I and the other team moves to Division II, in four team pools the first and second place teams move to Division I and the other two teams move to Division II. In five team pools the first and second place teams advance to Division I, the third and fourth place teams move to Division II and the fifth place team is eliminated from the tournament.
- 4.5** A team with a US Amateur Basketball power rating of 1,000 or higher that forfeits a game in pool play may not advance into Division II bracket play in any tournament. If a team with a power rating of 1,000 or higher forfeits one or more games in pool play and does not qualify for Division I bracket play, that team will be eliminated from the tournament. If unforeseen circumstances lead to a forfeit by a team described above, a US Amateur Basketball state office representative and the tournament director may waive this policy and allow the team to participate in bracket play.
- 4.6** Tournament directors have the option of combining 11th and 12th grade teams into a single division, but unsigned seniors must play on 12th grade teams.
- 4.7** Florida US Amateur Basketball is a grade-based program in ALL divisions. Players may play at their grade level or higher. **Players may play down a grade level if they do not exceed the age exception requirement for the lower grade level.**
- 4.8** Florida US Amateur Basketball offers secondary medical insurance to teams. Teams are responsible for players' medical coverage.

## **Rosters**

- 5.1** A team roster may have up to 15 players and 4 total coaches / managers/ scorekeepers/ administrators. All non-players MUST be members of ACA and have an ACA membership card to sit on the bench. Team scorekeepers are not allowed to sit at the scorer's table during games.
- 5.2** Teams participating in a national tournament may add players but may not add players from teams that are playing in the National Championships without a release.
- 5.3** A team roster is frozen at the start of the first game in a tournament.
- 5.4** A roster becomes officially approved after the state office staff has approved all players on the roster through the check-in process.
- 5.5** A player may play for multiple organizations if the following conditions are met:
- a) The 2 teams are in different grades
  - b) The 2 organizations do not offer a team in the other teams grade
  - c) The multiple team form is completed and approved by the State Office
  - d) Players may only play for one team during a tournament.
- 5.6** A player can be on the roster of multiple divisions within the same organization as long as he/she meets the age requirement for each division.
- 5.7** A player becomes locked to a team when he/she checks in with his/her team plays in a US Amateur Basketball event after February 1.
- 5.8** A player can change rosters after February 1 only if released by the coach and the organization / club president.

**5.9** A player is not officially released to a new team until he/she is removed from the online roster of his/her old team.

**5.10** A player who has filed a player release form with their coach and feels they are unfairly being denied their release may file an appeal in writing with the state office. The appeals committee will determine if the player should be released.

**5.11** A player may be on a roster with the same organization in more than one grade division and may play in more than one grade division of a tournament, but may play on only one team in a single grade division in a tournament.

**5.12** A player may play for a School team and a division I, II or III team.

**5.13** The official roster for the state tournament is set and frozen as of the team's first game.

**5.14** Only boys may participate on boys' teams and only girls may participate on girls' teams.

**5.15** Players must be listed on the roster by their name as it appears on their Birth Certificate. For example, James not Jimmy.

### **Central Check-In**

**6.1** All tournaments will have a central check-in.

**6.2** All teams or team representatives **MUST** appear at check in during the posted times and before a team plays its second game in the tournament.

**6.3** At tournaments with less than 30 total teams, the Tournament Director is responsible for handling all check in duties.

**6.4** The head coach or team administrator must check in at all tournaments.

**6.5** The head coach or team administrator must bring his team book to central check-in with the following information:

1. Official US Amateur Basketball Team Roster (which must be printed from the national site, ([www.usamateurbasketball.com](http://www.usamateurbasketball.com)) and must be signed by each player and his / her parent or guardian.
2. Proof of age for each player: the acceptable proof of age is a clean copy of a birth certificate, adoption papers, or immigration papers.
3. Proof of grade: acceptable proof of grade is a clean copy of a report card from the current school year, signed documentation from the host school district for a home school student (Form EL7S) or an original letter from the school's administration with a contact phone number included.
4. A current picture.
5. A copy of the Florida US Amateur Basketball Policies & Procedures signed by a team representative.
6. A copy of the US Amateur Basketball National Basketball Rules signed by a team representative.

### **Player Check-In**

**7.1** All players must attend check-in with their coach at the first tournament of the year in which they participate. All players are required to check in at the state and national tournaments.

**7.2** Any player not clearing check-in must return to central check-in with their coach at each tournament until cleared.

**7.3** Coaches are responsible for the team meeting all eligibility requirements. If a player is found to be ineligible prior to the start of a sanctioned competition, the player will be expelled and the team will continue. After competition starts, if a player is found to be ineligible, he/she will be expelled and the team will forfeit all games in which the player's name appeared in the official scorebook. Coaches who falsify documents will be suspended for one calendar year. A second violation will result in a lifetime suspension from Florida US Amateur Basketball.

7.4 The team book MUST be available for review immediately upon request by the US Amateur Basketball state office representative or the Tournament Director at any and all times during a tournament.

### **Officials**

8.1 All officials must be certified and registered with their respective state officials association.

8.2 Officials are allowed to work a maximum of six games a day and no more than three consecutive games on Saturday, Sunday or Monday during a tournament.

8.3 Officials will conduct a pregame meeting between the coaches and the captains. The meeting will focus on sportsmanship and fan expectations. Each game site will be provided with a card detailing the items for discussion.

### **Scorekeepers/Clock Operators:**

9.1 The tournament will provide scorekeepers and clock operators for all games.

9.2 Scorekeepers and clock operators must be at least 15 years old or in 9<sup>th</sup> grade.

9.3 Scorekeepers and clock operators are not permitted to use electronic devices (i.e. cell phones) while at the scorer's table.

### **Uniforms**

10.1 Player jerseys must have numbers on both front and back. Numbers may be from 00-99. Minimum size

of numbers shall be 2" on front and 4" on back.

10.2 Teams must have dark and light jerseys.

10.3 Home team wears light and visitors wear dark jerseys.

### **Protests**

11.1 All roster protests must be filed in writing accompanied by a \$100 protest fee (refundable if the protest is upheld) with the Tournament Director within one (1) hour of the conclusion of the protested game. If the protest is valid, the protested team forfeits all previous games. Upon protest, teams must provide proof of eligibility immediately.

11.2 All non-roster protests must be filed in writing within one (1) hour of the conclusion of the contest and must be accompanied by a \$100 protest fee (refundable if the protest is upheld). Official's calls are not grounds for a protest.

11.3 The tournament director will contact the US Amateur Basketball state office representative or steering committee member assigned to the tournament to handle protests and will decide protests in consultation with that staff or steering committee member.

### **Bench Personnel**

12.1 A team may have no more than four bench personnel including managers or scorekeepers. All must be members of ACA.

12.2 At least one person on the bench must be 18 years of age. If a coach is unable to coach for any reason and there are no ACA members above the age of 18 on the bench, tournament officials may disqualify the team.

12.3 All ACA members **MUST** wear their ACA card in plain sight if they are sitting on the bench or are in the bench area.

12.4 All coaches are required to watch a concussion video and inform all parents about the risks of concussions. We encourage all coaches to complete the online training tool provided by the CDC.

**12.5** Teams are responsible for their own first aid kit. It is recommend that all teams carry a first aid kit at all times.

### **Bench Personnel Dress Code**

**13.1** Preferred attire is a collared or dress shirt and dress shorts.

### **Concussions**

**14.1** Upon becoming aware that a participant of a team has received a suspected concussion (or has been struck in the head area with any significant force), the Coach will not allow that person to participate in any US Amateur Basketball sanctioned event and if occurring during a US Amateur Basketball sanctioned event, shall have that person removed from play of any US Amateur Basketball sanctioned event.

**14.2** Upon becoming aware that a participant has received a suspected concussion (or has been struck in the head area with any significant force), a referee or tournament director will have that person removed from the court of any US Amateur Basketball sanctioned event.

**14.3** Without a written medical clearance from a licensed medical doctor to return to play, such persons will not be allowed to play in a US Amateur Basketball sanctioned event. The medical written consent must be presented to the State Director and retained permanently by the US Amateur Basketball State Director. Any coach, who allows a participant back in a US Amateur Basketball sanctioned event without first obtaining the required written consent, may be suspended by the State Director for up to one year and upon request of the State Director, may be suspended for a longer duration by the US Amateur Basketball disbarment committee.

**14.4** All Doctor releases must be submitted to the US Amateur Basketball State Office by noon on Friday prior to an event. Doctor releases may be submitted via fax (813-991-7800), email (jfoos15@usamateurbasketball.com) or mail (PO Box 7431, Wesley Chapel, FL 33545).

### **Tiebreakers**

**15.1** Two Teams Tied: Head-to-head result

**15.2** Three or more teams: A point differential system will be used.

- Only the games of the teams involved in the tie will be used towards the point differential calculation.
- The maximum point differential is 15 points per game.
- If two teams are still tied after the point differential, then revert back to head-to-head
- If three teams are still tied after the point differential then the team with the fewest points allowed in all pool play games wins the tiebreaker.

### **Mercy Rule**

**16.1** Once a team is leading by 25 points anytime in a game, the clock will continue to run. The only time the clock will stop is for injuries or timeouts. If the lead falls below 20 points, the clock will again be stopped for all whistle stoppages.

### **Sportsmanship and Unsportsmanlike Conduct Procedures**

**17.1** Athletes, coaches, administrators, spectators, and all other persons connected directly or indirectly with a US Amateur Basketball member team, as well as contest officials, shall adhere to the principles of good sportsmanship and the ethics of competition before, during and after all contests in which they participate and/or attend. Each participating US Amateur Basketball team and its head coach shall be held strictly accountable for unsportsmanlike conduct on the part of its competitors, coaches and spectators.

**17.2** An athlete, coach, administrator or spectator who commits an act of malicious and hateful nature toward a contest official, opponent or any other person attending a US Amateur Basketball contest shall be guilty of unsportsmanlike conduct.

**17.3** If contestants or people from any US Amateur Basketball team are found guilty of carelessness or maliciously breaking, damaging or destroying property or equipment belonging to a host tournament site or host organization, that US Amateur Basketball team will be held responsible for costs incurred in replacing or repairing such property or equipment.

**17.4** If contestants participate in a bench and/or a bleacher-clearing fight, both teams will be suspended for the remainder of the tournament.

**17.5** The Florida US Amateur Basketball office will keep records of problem teams. After the first negative report, the team will be notified by letter by the state office about its actions. After two negative reports, the team will be notified by letter by the state office that it has been placed on probation. After a third negative report, the team will be notified by letter by the state office that it has been suspended from further competition, at a minimum, for the remainder of the current season.

### **Disqualification (ejection)**

**18.1** Level I: Athlete and/or Coach at a minimum suspended from that game and the next game. If it was the last game of the weekend for that team, then the consequences will be carried over to the next tournament the Athlete and/or Coach participate in. Incident will be reported to the state office to determine if additional consequences are needed.

**18.2** Level II: Athlete and/or Coach at a minimum suspended for the remainder of the tournament. Incident will be reported to the state office to determine if additional consequences are needed.

**18.3** Level III: Athlete and/or Coach at a minimum suspended for the remainder of the season. Incident will be reported to the state office to determine if additional consequences are needed.

**18.4** Level IV: Athlete and/or Coach suspended for life.

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### **Restrictions on Disqualified Coach**

**19.1** (a) Must immediately leave the competition to a place where he/she is not visible to the athletes, officials, spectators or other coaches and where he/she cannot see the competition.

(b) Must not have any further contact with or give instruction to athletes or other members of his/her staff for the remainder of the contest, including halftime intermission, breaks between quarters and post-contest activities.

(c) Shall not attend any subsequent contest from which he/she has been suspended in any capacity, shall not be present at the site, and shall not accompany his/her team to the site of the contest.

### **Crowd Control**

**20.1** The site director is responsible for the control of spectators during a contest. The officials assigned to work a contest are responsible for the conduct of the contest itself. In the event, however, a spectator or group of spectators interferes with the conduct of the contest or causes an official to become distracted through continual, unrelenting verbal abuse, the official should immediately stop the action and report the spectator or group of spectators to the site director and ask that they be restrained or removed from the facility. The head coach will be held responsible for actions of spectators attached to his/her team and will be responsible to assist the site director in any action requested.

**20.2** If a parent is ejected from a gym the player of that parent is ejected as well. The length of a parent's ejection, if longer than the initial game ejection, will also equal the length of the player's ejection.

### **Tournament Entry**

**20.1** Tournament directors have the right to refuse entry to a US Amateur Basketball basketball event for any team with approval of the US Amateur Basketball state office.

**21.1** Once the tournament entry deadline has passed, refunds of tournament entry fees will be at the sole discretion of the tournament director. No entry fees will be refunded after the tournament schedule is posted.

### **State Tournament Qualifying**

**22.1** The official roster for the state tournament is set and frozen at the teams first game at the State Championship

**22.2** All score sheets must be approved at check in for the State Championship.

### **Boys and Girls Division I and Division II**

- a) No limit on the number of teams that may qualify for the state tournament.
- b) Teams must play in a state-qualifying tournaments to qualify for the State Championship
- c) National Qualifying Tournaments are considered a state-qualifying tournament.
- e) State Tournament seeding is based on US Amateur Basketball Power Rating Rankings.
- f) The State Tournament will offer Division 1 or 2 for bracket play as long as there is a minimum of 4 teams in each division.

### **Qualifying for Nationals**

**23.1** Teams that participate in the Florida State Championship Tournament are automatically qualified for the US Amateur Basketball National Championship.

**23.2** Teams can request an exemption for special circumstances through the Florida State office.

Coaches Signature: \_\_\_\_\_ Date: \_\_\_\_\_