



## **SPAR CHURCH, MEN'S AND WOMEN'S SLOW PITCH SOFTBALL CODE OF CONDUCT AND LOCAL RULES AND REGULATIONS**

### **SECTION I ADMINISTRATION PROCEDURES**

#### **ENTRY INFORMATION:**

1. Entry fee: **Spring \$265.00** and **Fall \$180.00** per team. Make checks payable to **City of Shreveport**.
2. Entry forms, entry fee and rosters must be turned into the SPAR Athletic Office no later than **4:30 p.m.** on donated registration deadline. Teams may sign up for Open Division or Church.
3. League play will begin: **Spring** second week of April and **Fall** the second week of September of the current year.
4. Player must be at least **16** years of age or older to participate. **Age 16-17** must have a permission slip signed by a parent or guardian on file at the SPAR Office. Players must have a picture Id's at all games he/she is participating in.
5. Team manager will be required to submit to the SPAR Athletic Office an email address and any dates (s) that their team will not be able to play by denoted registration deadline. We will do our best to schedule around them. No guarantees. After the schedules are drawn up, **NO GAMES WILL BE RESCHEDULED EXCEPT FOR SPAR CANCELLATIONS.**

#### **ROSTER INFORMATION:**

1. Please print or type rosters. Include name, address and phone numbers of players. Each team may have a roster maximum of **20** players.
2. The Official SPAR softball rosters will be held at the **Athletic Office and Cargill Park**. All players must be listed on a certified team roster form provided by the Athletic office. **No team will play without a roster.** ID's and roster check will be administered.
3. A player cannot be added to a roster at game time. Addition must be made at the SPAR Athletic Office or via fax by 4:30 p.m. Additions must be made in writing at the SPAR Athletic Office. **NO ADDITIONS WILL BE TAKEN BY TELEPHONE.** Deletions must be made at the **SPAR Athletic Office** with proper identification. Players **may not** be **added** to the roster after the designated deadline. Roster Exception: In the event of an emergency Military, Police and Fire Department.
4. Players **may not change** teams after the first Wednesday of league play. **Prior to,** a change may be made either at the player's request or the coach's decision to dismiss the player. If a player voluntarily requests a change he/she must come to the SPAR Athletic Office with proper identification. If a player is dismissed by a coach, the coach must sign a release form. This form will be attached kept on file at the SPAR Office.
5. A player can be on one open team roster and one church team roster, but not on two rosters

from the same league (open or church). **Random I.D.'s and roster checks will be administered during the season.** If a player is guilty of playing for another SPAR team (open or church) other than the team (s) he/she is registered with, he/she will be suspended from league play for the remainder of the season. The coach who used the ineligible player will also be suspended two (2) games and placed on probation for the first offense. Second offense the coach who uses the illegal player will be suspended for the season or indefinitely from any SPAR Athletic programs. A team guilty of playing a non-rostered player will have every game that he/she illegally participated in forfeited. **Discretion of SPAR STAFF**

### **FORFEITURES:**

1. Games will be forfeited if a team is not ready to play at the scheduled game time. **THERE A FIVE (5) MINUTE GRACE PERIOD, FIRST GAME ONLY.** Players must be on the field ready to play. However, if a team is short it may **pick up two (2) players who are rostered on another SPAR team in the same division or below from the stands to play the game.** It will be recorded as a forfeit. and the umpires will call the game.
2. Any team that forfeits two (2) consecutive games or a total of three (3) forfeits during the season may be dropped from the league. Entry fee will **NOT** be refunded. .
3. Teams may **start** a game with a **minimum** of 9 players. If the team loses a player (only 8 players remaining) for any reason, the game will be continue. When the player who has left the game is scheduled to bat, he/she shall be declared out. **At the Discretion of SPAR Staff**
4. Umpires will call forfeits. Forfeits are played for 45 minutes, to allow time for the staff and team to prepare for the next game.

### **DISCIPLINARY ACTIONS**

1. **Game umpires and athletic staff** will have complete control of all games and all actions within the parking lot, playing field and all facilities associated with play.
2. Boisterous behavior and unsportsmanlike conduct such as:
  - A. Unduly yelling and screaming at participants or official(s).
  - B. Profane language or gestures.
  - C. Public threat or physical violence and/or drunkenness.
  - D. The use of alcoholic beverages at the game site or on the premises.

**The dugout will be checked after each game.** If signs of alcoholic is found; that team will forfeit the next scheduled game and will be suspended until the coach meets with the **SPAR STAFF.**  
**A violation of any of these standards will constitute partial or permanent program suspension at the discretion of SPAR STAFF.**
3. **A player or coach** ejected during a game for any reason will be immediately suspended from play until he/she meets or talks with the SPAR Adult Sport Administrator. Following the meeting the suspension may be lifted or extended depending on the circumstances surrounding the ejection. Any player or coach ejected for fighting during or after the game might be suspended for the remainder of the season. **(SEE RULE 5)**
4. Two (2) accumulative suspensions during one (1) season will constitute suspension from play for one (1) year from the date of the second infraction. **Entry fee will not be refunded.**
5. **Any player or coach ejected** from the game must leave the facility and grounds for the remainder of that game and the duration of his/her suspension. They must contact **Adult**

**Sports Coordinator at 318-673-7748 or SPAR staff at 318-673-7749 before returning to play.**

**PROTEST PROCEDURES:**

1. If a manager is protesting the use of any illegal equipment or player, he/she should report it to the umpire **IMMEDIATELY** during the game, at the time it is discovered.
2. If a manager is protesting an ineligible player, he/she must notify the umpire-in-chief **before completion of the last inning**. If a **substitute** enters the game and he/she is suspected of being ineligible, the protest must be lodged **before the last out of the last inning**. The umpire-in-chief will then notify the scorekeeper who will annotate the time, inning, team protesting, number of outs, number/location of base runners, and the player being protested. **The game will then be completed. Rosters and ID's will be checked.**
3. The only grounds for lodging a protest are:
  - A. Misinterpretation of a playing rule (SPAR or ASA)
  - B. Use of an ineligible player.
4. The manager must submit a formal letter of protest along with a \$25 check payable to **City of Shreveport**, no later than **4:30 p.m.** the following business day. If the protest is upheld, the \$25.00 will be refunded.
5. At every scheduled **SPAR** league game, each participant will be required to have proper **picture** identification in his/her possession. He/she must produce this I.D. (driver's license) to any umpire or SPAR official if asked to do so. If this I.D. is not produced, the individual cannot participate. If any individual does not have a driver's license, he/she may obtain a SPAR I.D. card for a \$5.00 fee. Call the SPAR Athletic office at 318-673-7749 for an appointment to have the I.D. picture taken.
6. Failure to produce a picture I.D. 20 (twenty) minutes after the game he/she was protested in will result in a forfeit.
7. Any player found ineligible during the course of the season will have every game in which he/she participated forfeited.

**APPEAL PROCEDURES:**

1. **Players, coaches and spectators may appeal any suspension or disciplinary action taken as a result of improper behavior. Additionally, the representative may appeal any decision based on an authorized protest.**
2. **There are four levels in the appeal process which must be followed in sequence:**
  - a. **First Level: Meet with SPAR Superintendent of Athletics and the Adult Sports Administrator.**
  - b. **Second Level: Meet with SPAR Assistant Director.**
  - c. **Third Level: Meet with SPAR Director.**
  - d. **Final Appeal: Meet with SPAR Council.**

**GENERAL INFORMATION:**

1. It will be the responsibility of the team's representative to appoint a coach. SPAR

- will deal with the representative on all matters, postponements and rescheduling of games, eligibility, etc., if a change of coaches is made during the season, the SPAR office must be notified at once. It will be the duty of the representative to find out and acquaint the new coach with any commitments by the previous coach.
2. **Individuals agree to participate at their own risk and will use their own insurance, if needed. Neither SPAR, the City of Shreveport nor any game official will be held responsible if a player is injured.**
  3. **Boisterous behavior, fighting and unsportsmanlike conduct such as unduly yelling and screaming at participants or officials, profane language or gestures, public threat, physical violence or drunkenness displayed by coaches, players or spectators while on city property before, during or after the game will result in partial or permanent suspension from the program at the discretion of the SPAR Athletic Staff.**
  4. Promotion/relegation rule:
    - A. **OPEN MEN & WOMEN AND CHURCH MEN & WOMEN:** SPAR will play a 14 game **Spring** season and **Fall** season **8** games. The goal is to place teams at the proper competitive level. Teams sandbagging might be reassigned to the top league. **(First place trophies will be awarded for each division).**
  5. League standings will be updated weekly and posted at SPAR Athletic Office and on the SPAR Athletic Web Page ([www.myspar.org](http://www.myspar.org)).
  6. **CHURCH LEAGUE ONLY:** Prayer will be held before each game.

**COACHES AND PLAYERS SHOULD CALL THE SPAR RECORDER AT 673-7755 AFTER 3:00 P.M. ON DAYS IT RAINS OR FOLLOWING RAINY DAYSTO DETERMINE IF GAMES HAVE BEEN CANCELED. DO NOT CALL THE SPAR ATHLETIC OFFICE. PLEASE GIVE THIS NUMBER TO EACH OF YOUR PLAYERS.**

**SPAR WILL NOT CALL THE COACH IF A GAME IS RAINED OUT.**

**COACHES ARE REQUESTED TO CALL 673-7748 AFTER 3:00 P.M. THE DAY FOLLOWING A RAINOUT (MONDAY FOR FRIDAY RAINOUT) TO OBTAIN THE TEAM'S MAKEUP DATE.**

## **SECTION II PLAYING RULES**

### **PLAYER EQUIPMENT:**

1. **All teams must have the same color uniform.** If a team does not have a uniform, all members of that team must wear the **same basic color top piece** with a 6" number. It is the **field supervisor's, official's and manager's** responsibility to enforce this rule. Uniforms deadline **first day of league play.**

NOTE: For Church League teams, it is suggested that the name of the affiliated church be placed on the shirt.
2. No T-shirts with written or taped on numbers will be permitted on the field. Team members should not have identical numbers.
3. No metal cleats will be permitted in league play. **ATHLETIC SHOES MUST BE WORN.**

4. Any player caught using illegal equipment from the **BANNED LIST CERTIFICATION** will be governed by the **ASA RULE BOOK. (PLEASE READ THE RULE BOOK)**
  - A. **First violation the COACH/MANAGER and PLAYER will be ejected from the game and suspended for the next two (2) games.**
  - B. **Second violation the COACH/MANAGER and PLAYER will be suspended from play for the rest of that particular season.**
- \* A list of the illegal bats is included in your rules.
5. **NO Jewelry will be allowed during play.**
6. **Hats will be worn properly or you will be asked to remove it.**
7. **No pets or smoking in the complex.**

### **HIV-HEPATITIS B-BLEEDING PLAYER**

1. Any player who is bleeding from the nose, mouth, or open wound will be governed by the injured player rule.
2. Any player with an excessive amount of blood on his/her uniform will be removed from the game until the uniform has been changed. Players cannot re-enter the game until permission is granted from the umpire.

**NOTE:** If the player's replacement uniform (shirt) is not the same basic color as his/her teammates or does not have a number, he/she will still be allowed to re-enter the game.

### **GAME REGULATIONS:**

1. **Amateur Softball Association (A.S.A.) rules** will govern play except as modified by SPAR.
2. SPAR will supply the softball for the **Spring / Fall** Softball Season. The fees for the balls are included in the entry fee; so therefore they are your balls. Each team will be responsible for getting balls hit over the fence by their team. **All balls will be approved by the umpire-in-chief. All balls will be stamped and dated by SPAR. No balls will be re-stamped.**
3. At least **(10) minutes** prior to the start of any **Shreveport Public Assembly and Recreation (SPAR) league softball game** the starting line-ups must be returned **to the game scorekeeper**. The player's first name, last name and uniform number must be listed. **Nicknames are not to be used.** The Home Team will occupy the 3<sup>rd</sup> base dugout and the Visitors will occupy the 1<sup>st</sup> base dugout.
4. **Players will come to bat with a one (1) ball and one (1) strike count.**
5. **Home Run Rule (Men & Church Men Only):**
  - A. **Men A** (Open League): An unlimited number of over-the-fence home runs maybe hit.
  - B. **Men B** (Open League): A limit of six (6) over-the-fence home runs may be hit.
  - C. **Men C** (Open League): **The three/one-up rule will apply.** Both teams can hit an unlimited number of over-the-fence home runs, however once each team hits three the difference cannot exceed one (1). **NOTE:** The batter will be ruled out for any home runs are excess of the maximum or the difference rule.  
**Example 1:** Team A hits 3 home runs. Team A may not hit another home run until Team B hits 3 home runs.  
**Example 2:** Team A hits 2 home runs. Team B is allowed to hit three (3) home runs. Team B cannot hit another home run until Team A hits it's third home run. Once both team hit three the one-up rule will apply. (See Class D, below)
  - D. **Men D** (Open & Church League): **The one-up rule will apply.** Both teams can hit an unlimited number of over-the-fence home runs; however the difference cannot exceed one

**NOTE:** The batter will be ruled out for any home runs in excess of the maximum or the difference rule.

Example 1: Team A hits a home run. Team A may not hit another home run until Team B hits a home run.

Example 2: Team A hits a home run. Team B is allowed to hit two (2) home runs, making the difference one (1) home run.

**NOTE:** On any **over-the-fence home run**, the batter and all the runners are credited with a score. The batter and any runners on base do not need to run the bases.

E. Men E (Open League): No **over-the-fence home runs** may be hit. The ball is dead, the batter is out and no runners can advance.

6. If a team begins with 11 players, they may drop down to 9 players and the game will continue. However, an out will be recorded when the vacant position in the batting order is scheduled to bat.
7. If a team begins play with 9 players and wishes to add the 10<sup>th</sup> player, his/her name must be added to the bottom of the lineup. This addition may be made **anytime during the game**. If a team then loses a player (only 9 players remaining), the game will continue but an out will be recorded when the vacant position in the batting order is scheduled to bat.
8. There will be a time limit of 1 hour or 7 innings-whichever occurs first. If the game is tied at the end of this time limit, play will continue for a **maximum** of three (3) extra innings or a winner is determined, **WHICHEVER OCCURS FIRST**. The batter will come to the plate with 3-2 count. If the game remains tied, teams will receive ½ game won and ½ game lost. If the game is **rained out** during play, **4 innings will constitute an official game** (3½ innings if the home team is ahead).
9. The 20 run rule will apply after three (3) innings; the 15 run rule will apply after four (4) innings; the 10 run rule will apply after (5) innings.
10. Pitching arch:           **Maximum- 10 feet from ground**  
  **Minimum- 6 feet from ground**
11. Courtesy runners will be allowed (injury during the game only), but it must be a person not in the game or who made the last out.