

EAST COAST CONFERENCE POP WARNER
STANDING OPERATING PROCEDURES

1 - Press Box

- a) All announcers will be impartial in the calling of the game per FHSAA Rules. Any acts of "cheerleading" or "coaching" as well as any acts of profanity (including music) by the announcers during the commission of a game shall result in a fine up to **\$1,000 per instance**. The fine is to be paid by the hosting association and the announcer will be removed from the press box.
- b) All clock operators will be a part of the paid officiating crew.

2 - Video Aids

- a) Video tapes may be requested or utilized by the ECC for the purpose of an official investigation.
- b) Videotaping or viewing video of another Associations practices is prohibited and will result in a fine up to **\$1,000 and/or suspension**.
- c) Videotaping or viewing video of Tiny Mite/6U Games for scouting purposes is prohibited and will result in a fine up to **\$1,000 and/or suspension**.
- d) The use of Drones to video/monitor games or practices is prohibited. Drones will not be permitted to be flown over stadiums or any area where a Pop Warner event is taking place; an offense may result in an association fine of up to **\$1,000 and/or suspension**.

3 - Cooler Policy

Each visiting team (both football and cheer) shall be allowed to bring one team cooler for drinks and one team cooler for snacks. Team coolers shall include fresh fruit or snack bars. **All other types of food are prohibited**. Hosting Associations shall have the right to inspect coolers. Any other items, than the ones mentioned above, must be cleared by the hosting Commissioner prior to the game day. No Tailgating on property. **Fines up to \$1,000**.

4 - MPR

- a) 1st violation – An Association fine up to **\$500 and a one-week suspension** of the Head Coach. Upon investigation, if it is found that the coach intentionally or through gross negligence failed to comply with the National procedure, the penalty may be upgraded to a **2-week suspension, a fine up to \$1,000 and forfeiture of the game**. Players not receiving their mandatory plays will receive double the number of plays at the next scheduled game. Failure to comply will be deemed a second violation and will result in immediate dismissal of the Head Coach for the remainder of the season and possible forfeiture of the game.
- b) 2nd violation – An Association fine up to **\$1,000 and dismissal of the Head Coach for the remainder of the season and possible forfeiture of the game**. MPR rules are not subject to protest. It is the responsibility of the Head Coach to read and understand the rules.
- c) Any coach who employs plays without the intent to maximize the action of play will be in violation of this rule, and those plays will not count towards the MPR.

5 - Suspension

- a) **Coach** suspension is defined as no physical, verbal or electronic contact with the team or association at either practice or games. Bye-weeks will not count.
- b) **Association Board member suspension** is defined as no physical, verbal or electronic contact with the teams or association.

6 - Lopsided Score Rule

- a) Lopsided scores will be in accordance with the National Rule, which is to be 28 points. When there is an 18-point spread, the Head Coach should make every effort to prevent the score differential from reaching 28 points. This will include no onside kicks, replace starters with reserve players more, etc. In other words, "call the dogs off." If a Head Coach fails to comply with these rules, it will be considered an intentional run-up of the score and will be fined and or suspended. There will be no excuses taken from the coaching staff on this matter.
- b) Once the score reaches a 28-point spread, all rules in accordance with the National Rule will be followed.
- c) If the winning team is on offense and are spread out, the defense will be also and no "11 men in the box" just because you know where the offense has to run.
- d) All lopsided scores will be reported and investigated. The Head Coach is required to write a report that must be submitted to their Commissioner as well as the ECC Football Director within 48 hours of completed game.

7 - Lopsided Score Rule Violation

- a) 1st Offense: **1-week suspension** for the Head Coach and a fine up to **\$500 for the Association**.
- b) 2nd Offense: The Head Coach is suspended for the **remainder of the season**, including any and all post season play, and a fine up to **\$1,000 to the Association**.

8 - Canceled Games

- a) Any competitive level game that is either suspended or canceled due to weather or any other condition beyond the host Association's control, must be played as soon as the next day, but no later than Wednesday of that week. No team shall be allowed to forfeit any suspended or canceled game. Any Association that refuses to play a rescheduled game shall be fined up to **\$1000 per team** that does not show and **shall forfeit the rescheduled game as well as the next scheduled game**.
- b) Cheerleaders **must** attend the rescheduled game. **Failure to attend may result in a fine of up to \$1,000 and removal from post season competition**.
- c) The ECC may allow play at a later date only in the case of continued poor weather or scheduling conflict.

9 - Score Reporting

Scores not reported by the host Association by 12:00 pm the following day may be fined **\$100 per day**.

10 - Chain of Command

ECC Board Members are your elected officials and will deal with SE Region and National Pop Warner on your behalf. If you feel you need to speak directly to the Southeast Region or National staff, you may do so **after** you have notified the ECC in writing and allowed reasonable time (**minimum 48 hours**) to address the issue. Failure to notify the ECC will result in a fine **up to \$1,000 and/or suspension**. If you communicate outside of the ECC without notifying the ECC, you will be in violation of this rule.

11 - Spectator and Non-Participant Conduct

- a) The ECC shall have a "zero tolerance" policy towards spectator / non-participant conduct.
- b) All member Associations, through the ECC and National Pop Warner Rules, shall have the duty and obligation to enforce the "code of conduct" on all adults and non-participants as outlined in the current National Pop Warner Rule Book.

12 - Coaches Conduct

- a) All football and spirit coaches will follow the current Code of Conduct as outlined in the most recent Pop Warner rulebook, and the ECC Conference Manual.
- b) All Regional and Conference issued Coaching and Administrative badges must be visibly displayed around the neck at any and all Pop Warner functions as required. Any coach or administrator not visibly wearing their badge on the football field or the floor of a spirit competition will be removed until their badge is produced and may be fined **\$100 per incident**.
- c) Coach ejection from a game or spirit competition:
 - **1st Offense** - Any coach who is ejected from a game or spirit competition will be **fined \$200, automatically suspended for 1 week and placed on probation - suspension will continue until the fine is paid**. Fines to be paid with a personal check or money order to the ECC. Suspended coaches must submit their coach's badge to their Commissioner for the duration of their suspension.
 - **2nd Offense** - Upon a 2nd ejection, during the same season, the coach is **suspended for the remainder of the season and fined \$500** to be paid with a personal check or money order to the ECC. The offending coach may return after completing the Conference certification training and paying fine.
 - **3rd Offense** - If a 3rd offense occurs within 1 year of the 1st offense, the offending coach will be **banned from Pop Warner** pending a Conference Hearing and the Association can be fined up to **\$1,000**.
- d.) Any fines not paid at the conclusion of the season become the responsibility of the association. Once the offending coach pays said fine the ECC treasurer will reimburse the association.

13 - Participant Conduct

a) Participant Ejection:

- **1st Offense** - If any participant is ejected from a game or spirit competition for unsportsmanlike conduct, the participant will be placed on probation for **1 week** and the Head Coach may be fined **\$50** to be paid to the ECC with a personal check or money order. The participant placed on probation will be required to attend all practices and the next scheduled game but will not be eligible to participate in the game.
- **2nd Offense** - Any participant ejected for a 2nd time during the same season shall be cause for **removal** from the team for the balance of the season.

b) Unsportsmanlike Conduct: if any player removes or throws equipment in anger, that player shall immediately be **removed from the sidelines** and escorted to the stands. Said player may also be escorted from the venue, if necessary. Said player must be turned over to the custody of a parent or guardian or escorted by a member of the coaching staff.

14 - Team Unsportsmanlike Conduct

- a) Any acts of unsportsmanlike conduct associated with any ECC regular scheduled, playoff, or championship game will result in a fine up to **\$500** assessed against the teams Association. A 2nd offense within a 3-year period by **any** team from the same Association will result in a fine up to **\$1,000, probation for the entire Association and possible suspension of post season play up to 3 years.**
- b) The following shall constitute a violation of this policy.
- c) **Multiple or repeated unsportsmanlike penalties occurring during the course of the game; Forfeiture of game by officials; Failure to engage in end of the game handshake and Fighting before, during, or after the game.**

15 – Any Pop Warner or Non Pop Warner Affiliated Events

- a) All teams wanting to participate in pre-season scrimmages must submit a written request to the ECC for approval.
- b) All teams wanting to host a post season Bowl Games must submit an Event Request Form no later than 10 days prior to the event, to the ECC for approval. Upon approval, the forms will be returned and are to be retained by your Association.
- c) A Travel Permit will be required for **ANY** team or squad leaving the ECC to attend a Pop Warner approved event.
- d) Any team or squad who plays in a preseason scrimmage or participates in a postseason game or competition without the ECC's approval will be fined **\$500** per incident and placed on probation.
- e) Any team or Association that fails to show up **and actively participate for the duration** of the scheduled game shall be fined **\$500 and shall be liable for all losses to the opposing team and host Association**; to include travel, housing and other reasonable items, and **could** be placed on **probation**.
- f) **Any team or Association that fails to participate in any game or event they requested or agreed upon outside the normal schedule shall be fined \$500 and shall be liable for all losses to the opposing team and host Association**; to include travel, housing and other reasonable items, and **could** be placed on **probation**.

16 - Association Volunteers

Each Association will provide volunteers to help work the ECC Spirit Competition. Any Association that has volunteers that do not show up will be fined **\$50 per no show**. Any volunteer that shows up, but does not work, will be considered a no show and fined accordingly. Any association, who does not send **any** volunteers, **may be fined up to \$1,000**.

17 - Host Hospitality

All host Associations are strongly encouraged to treat the visiting Association with the utmost hospitality, including: first at weigh-in/**book check**, an equal warm up area, ice for coolers, if in abundance, etc. Host associations are required to send the traveling team pertinent information ex. maps, emergency info, etc. by the Wednesday prior to game day. **Failure to comply will result in \$100 fine**. Treat other Associations well, because you will be visiting them next season.

18 - Communication Devices

Any communication devices during a game are prohibited (includes football/cheer coaches, chain gang, etc.) with the exception of ECC, Regional, and National Officials. Any use of these coaching aids shall be considered cheating, and any member of the teams' sideline staff caught using these devices will be fined **\$100** and suspended for **one year**. The offender's home Association may be fined **\$500 and forfeiture** of said game where the offense occurred.

19 – Formal Written Complaint

Any Association that files a Formal Complaint against another Association shall include their Association check in the amount of **\$400** made payable to the ECC. If the complaint is found with merit, 50% will be returned to the complaining Association. If the complaint is found without merit, 50% will be given to the defending Association. On either case, the remaining 50% will be given to ECC for investigating costs.

20 – Chain Crew

The chain crew is under the direction of the officiating crew. There will be no cheering or coaching from the sidelines, no cell phones, sign language, etc. Failure to comply will result in removal from sideline **and the association may be fined up to \$100 per incident**.

21 – Meeting Fines

- a) Any Association Representative, or his/her designee, not present at said mandatory ECC meeting or who does not have an approved absence from that required meeting, will be fined **\$100 per meeting missed**.
- b) Any Association Commissioner, Cheer Coordinator or his/her designee, not present at said mandatory ECC Commissioner and Cheer Coordinator's meeting or who does not have an approved absence from that required meeting, may be fined up to **\$300.00**. **\$100**, for first missed meeting, **\$200**, for second missed meeting and **\$300**, for third missed meeting within the calendar year. A fourth missed meeting will result in removal.
- c) c.) Attendance at the annual head coaches and/or Tiny Mite meetings is mandatory. Failure to attend may result in a **\$100 fine per coach** and probation for the remainder of the season.
- d) During required meeting, no electronic devices are to be used except for emergencies only.

22 – Game Day Gate and Fee Policy

There will be no fees charged for gate or parking during regular season games.

23 – Background Checks

- a) Background Checks for all Board Members are required by the May Commissioner's meeting.
- b) Background Checks for all other volunteers will be accepted as association appointments are made but must be turned in by June 30th. Any background checks submitted after will incur additional cost.

24– Badges

- a) All badges must be displayed around the neck on a lanyard, one will be provided to use if needed, they must be facing forward.
- b) Failure to have the proper credentials for the team level on the field will be removed from the sidelines.
- c) There will be a \$5.00 fee for reprinted badges due to errors or changes incurred from the Association per occurrence.

25 – Team Book

The Official Team Book is the responsibility of the Head Coach and **MUST** remain with the team/squad at all times during practice, games or any other official team gathering and/or any Pop Warner sponsored events. Failure to adhere will result in a minimum fine of **\$500, up to \$1,000**, to the association team/squad.

26 – Insurance

All associations must maintain insurance approved by National Pop Warner. If you choose to use an insurance company other than the one offered by National Pop Warner your association will be assessed a minimum \$100 rider fee per event hosted by the East Coast Conference. **East Coast Conference Pop Warner, Inc. must be listed as additional insured with a certificate of insurance provided to the executive board no later than July 21st of each year.**

27 - Post Season Competition

- a) Cheer squads will be required to participate with corresponding football team through the ECC Championship, any cheer squad that declared cheer without a football team will be required to continue to cheer during playoffs with the age level football team they cheered for during the regular season. Associations may be fined **up to \$1,000 per team.**
- b) **ALL** cheer/dance squads are required to attend the ECC Cheer Competition. Any cheer/dance squad not participating may be fined **up to \$500 per team.**

28 – Conference Manuals

- c) Commissioners and Coordinators are required to bring there ECC Conference Manuals to all ECC meetings.
- d) Failure to comply with the rules/regulations as provided for in the ECC Conference Manuals may result in a fine **up to \$1000 and probation or suspension as an individual or association.**

29 – Scholastic Requirements

- a) The scholastic coordinator must make sure that each coach keeps copies of **ALL REQUIRED** forms in the team book at **ALL TIMES**.
- b) Each Association is responsible for turning in **ALL REQUIRED** Scholastic forms to the league by set due dates.
- c) Failure to comply with set requirements can result in participant ineligibility, forfeiting of games, **a fine up to \$1,000 and probation or suspension as an individual or Association.**
- d) Scholastics coordinators may not hold dual role as head coach of any team. Should they hold a dual role in any other capacity the scholastics coordinator duties take precedence at all times. Failure to comply could result in removal or suspension as coach until scholastics requirements are complied with.

30 – Waivers

- a) It is the responsibility of the Associations to know and follow their boundaries.
- b) Must follow the rules and procedures of the “ECC Rules and Procedures Governing Boundaries and Waivers” document.
- c) Failure to comply with set requirements can result in participant ineligibility, forfeiting of games, **a fine up to \$1,000 and probation or suspension as an individual or Association.**