Intramural Sports Participant Handbook

Student Recreation & Wellness
Intramural Sports
(540) 831-6499
www.radford.edu/recreation

INTRAMURAL STAFF:
Assistant Director: Jermaine Thomas
Graduate Assistant: Kara Hughes
Webmaster: Ronquis Posey

OFFICE PHONE NUMBERS:
AD of Intramural Sports: (540) 831-6499
Graduate Assistant: TBD

OFFICE HOURS:
Monday-Friday 9:00 AM-5:00 PM
Located in the Student Recreation & Wellness Center

Purpose of the Handbook
This handbook is designed by the Intramural Program to serve as an informative and procedural reference for persons involved or interested in participating in Intramurals. It is the responsibility of those who participate to be knowledgeable of the information contained in this booklet. The regulations and guidelines contained within this document provide the basis upon which reasonable decisions regarding the conduct of participants can be made.

**Intramural Liability Statement**

**Warning: Your participation in a recreational activity could result in physical injury.**
Radford University assumes no responsibility for injuries received during an Intramural program or special event. Students, faculty, and staff are reminded that participation is strictly voluntary and at sole risk of the individual. All participants are strongly encouraged to obtain a physical exam and secure adequate health insurance prior to participation. All injuries incurred while participating in an Intramural program should be reported to the supervisor in charge of the program immediately. A complete report of the injury should be recorded on the proper form and filed with the Asst. Director of Intramural Sports & Recreation.

**Intramural Sports Description**

Intramurals are for everyone. A variety of individual and team sports/activities are planned, ranging from regular league competition to more informal tournaments and one-day events that are intended to peak the varied interests of the Radford University community. No activity is too farfetched or outrageous. Games will be governed by the current rules of the National Intramural and Recreational Sports Association (NIRSA).

**Need A Team?**

Anybody having trouble finding a team may come by the Student Recreation & Wellness Office and sign up as a “free agent”. Teams may add free agents or a new team may form from this list, numbers permitting. We encourage individuals to contact team captains and attend captains’ meetings in order to aid in their placement on a team.

**Awards**

At the conclusion of every Intramural event, 15 T-shirts will be awarded to the champions of each league.

**POLICIES AND PROCEDURES**
Attire

Proper attire should be worn for each activity. Full t-shirts are required for SRW Center activities unless otherwise noted. For your protection, as well as other participants, NO JEWELRY or non-appropriate headwear are allowed in any Intramural Competition. Persons wearing casts or wrapped/padded appendages will not be allowed to participate. Individuals must obtain prior approval from the Asst. Director of Intramural Sports for the use of orthopedic devices essential to protect an injury. Intramural activities require footwear to be worn, unless otherwise noted. Indoor activities forbid street shoes, turf shoes, black-soled shoes, shoes with waffle bottoms or protrusions coming from the sides, and shoes suspected of marking the floor. Outdoor activities require only rubber-molded cleats or tennis shoes. Absolutely NO metal or screw-in spikes, work boots, and flip-flop style shoes (sandals) are allowed.

Regular Season

Schedules for regular season play will be based on the number of teams entered, the number of fields/courts available, and the times they are available. Schedules will be in round robin format unless otherwise noted. The Intramural Office DOES NOT reschedule regular season or post-season tournament games once the schedule has been posted.

Playoffs

Teams advancing to playoffs will vary by sport and number of teams participating. The Asst. Director of Intramural Sports makes all decisions about who will advance to the playoffs. In order for teams to be eligible for the playoffs they must maintain at least a 3.0 average in the Sportsmanship Rating System.

Injuries

All participation in Intramurals is completely voluntary. Individuals participate at their own risk and assume responsibility for their own health and safety. It is the responsibility of every participant to ascertain whether they have any health conditions that make it inadvisable to participate in that sport. The Student Recreation & Wellness Dept. strongly recommends that each participant have adequate medical insurance before participating. Any person who is injured is required to notify the intramural supervisor for assistance so that appropriate action may be taken.

Alcohol and Drug Policy
Individuals and teams who arrive intoxicated, suspected of consumption, or possessing alcohol or other substances will NOT be permitted to play. The game will immediately be forfeited and individuals reported to Asst. Director of Intramural Sports. Radford University and the Student Recreation & Wellness Department will not tolerate such behavior and will act in a manner that is prudent with the safety of all participants as the top priority.

**Blood Policy**

Participants will be removed from competition if they are bleeding or are wearing blood saturated clothing. The blood may or may not be their own. The participant is ineligible to re-enter the contest until the saturated clothing has been removed, all bleeding has stopped, and any open wound has been covered. It is the suggestion of Student Recreation & Wellness that each individual bring an extra pair of shorts and T-shirt. If clothing saturated with blood cannot be replaced, that individual will not be allowed to participate.

**Eligibility**

All students, faculty and staff, both full-time and part-time, enrolled in class and in good standing with the university are eligible to participate in the Intramural Sports Program. Below are some criteria for participation:

- Students paying Comprehensive Student Fee
- Participants may play on one team per league. A player declares a team preference by their first participation.
- No Current/Former Professional Athletes are eligible.
- Current varsity athletes, including transfers, redshirts, and anyone practicing or listed on a roster with a varsity team, may not participate in the related sport in which they are currently participating for at least **ONE FULL YEAR** (fall then spring) before becoming eligible to compete.
- Ejected players are suspended from all intramural activities until reinstated by the Asst. Director of Intramural Sports.
- Any team using a player who is ineligible shall forfeit all games in which a violation occurred.

**Protests**

It is our belief that contests should be won or lost on the field of play. The intramural staff will resolve all disputes immediately. Matters involving an official’s judgment are not a basis for protest. Protests referring to or questioning an official’s judgment call will not be granted. Intramural managers that abuse the protest system shall be penalized at the discretion of the Asst. Director of Intramural Sports.
IM Sports reserves the right to rule in any matters not covered in this handbook. We will apply the spirit of the rules and fairness in all situations. The decision of an official or intramural staff member to eject a player or spectator for any unsportsmanlike conduct (be it verbal or physical) will be firmly upheld by the Student Recreation & Wellness Department.

Steps to protesting a game:

1. All protests must be registered immediately with the Sport Supervisor on site. A valid protest must either concern player eligibility or a misapplication or misinterpretation of a sport rule. A protest based on the judgment of an Intramural Sports Official is invalid. An official Protest Form must be completed with the Intramural Sports Supervisor on duty for the protest to receive further consideration.
   i) Player Eligibility Protests
      o Opponents must verbally make the Intramural Sports Staff (Official or Supervisor) and suspected ineligible player aware of an eligibility protest BEFORE the respective player enters and participates in the contest.
   ii) Game Protests, A valid game protest must include the following:
       o Protests must be made during the contest at the time of the incident by the team captain/manager to the game official and/or the sport supervisor before the next "live" ball.
       o At that time, the reason for the protest must be given to the game official.
       o Protests must involve a misinterpretation or misapplication of a playing rule.
       o The captain, the official(s) and any other staff present must sign the game score sheet upholding or denying the protest. Unless this procedure is followed, the protest will not be considered. Every attempt will be made to rule on the protest immediately. In many cases, the protest can be settled on the field of play.

2. If you disagree with the on-site decision, you may appeal the decision with the Assistant Director of the sport. A protest is not complete until a written version of the protest is completed immediately following the play in question, documenting the teams participating, the rule misinterpretation or misapplication, time in play and the offense called (or not called). Otherwise the protest will be disallowed. For weekend games, the same procedure must be followed.

3. If the protest is received by the Sport Supervisor following the play, then IM Sports will review the protest. Additional team members, as well as the other team, may be asked to appear by the IM Sports Staff.

4. Games altered by valid protests will be replayed, if possible, from the point of the game where the protest occurred. Due to facility space and time limitations, IM Sports and both team captains may agree to a non-playing solution.
Forfeit

GAME TIME IS FORFEIT TIME! Teams are strongly encouraged to arrive 15 minutes early for their games. Any game whose outcome is declared a forfeit will result in a loss being credited to the forfeiting team. A forfeit will be declared under the following conditions:

1. A team cannot field the required number of eligible players by the designated game time.

After a team's first forfeit, their will be a $10 reinstatement fee that must be paid prior to the next scheduled game or the team will be removed from the league and not eligible for playoff competition. A second forfeit will result in the team being immediately dropped from the league and ineligible for play-offs.

Guidelines/Responsibilities for Captains

- Register all members of your team by 5:00 PM on the first Friday of competition at the IM sports website: [http://radford.imtrackonline.com](http://radford.imtrackonline.com). Roster additions during the first week of competition must be made on the day of play before 12:00 noon for that participant to be eligible for play. For assistance, come by the Student Recreation & Wellness (SRW) office.
- Attend the MANDATORY captain's meeting for your sport or send a representative from your team to take your place at the meeting. Teams failing to attend the required meeting on the scheduled date must come by the SRW office on the following day with an additional $5 late fee. Failure to do so will result in your team being removed from the league. A team on the waiting list will take your spot in the league.
- Check schedules/emails regularly for updates/changes to game times. Schedules may change due to various reasons, including but not limited to the following: facility availability changes, weather, teams forfeiting out of the league, etc.
- Inform team members of playing dates, locations, times, and playoff information.
- Serve as a liaison between recreation staff and their team participants. This includes taking responsibility for the field behavior of each team member and their spectators.
- Obtain the playoff schedule after your last regular season game via email and at [http://www.radford.edu/content/recreation/home/intramurals/games-schedule.html](http://www.radford.edu/content/recreation/home/intramurals/games-schedule.html).
- Be responsible for thoroughly understanding the rules of the sports you are participating in and informing your team members of the rules and regulations.
• Insure that enough eligible participants are at the games 10 minutes prior to scheduled game time. GAME TIME IS FORFEIT TIME.
• Insure that each participant provides their valid RU ID card to the scorekeeper/supervisor prior to the beginning of the game, or at the point of their arrival if late.
• Being thoroughly familiar with the eligibility rules as contained in the handbook and ensuring that the team abides by them.
• Making every effort to have team members play according to the rules of the game.
• Checking posted results after each contest to make sure they are recorded properly.
• Submitting a protest if necessary.
• Promoting and developing good sportsmanship to teammates and fans before, during, and after all contests.
• Communicating to the SRW Office any questions, problems, or ideas.
• Signing the score sheet following each game to verify the score and give a sportsmanship rating to the other team. The sportsmanship ratings are as follows:

  “5”   Excellent Conduct and Sportsmanship - Players cooperate fully with the officials and other team members. The captain calmly converses with officials about rule interpretation and calls. The captain also has full control of his/her teammates.
  “4”   Good Conduct and Sportsmanship - Team members verbally complain about some decision made by the officials and/or show minor dissension.
  “3”   Average Conduct and Sportsmanship - Team show verbal dissent towards officials and/or the opposing team.
  “2”   Below Average Conduct and Sportsmanship - Teams constantly comment to the officials and/or opposing team from the field and or sidelines. The team captain exhibits little or no control over teammates or himself/herself.
  “1”   Poor Conduct and Sportsmanship - Team is completely uncooperative. Captain has no control over teammates, and/or himself/herself. Any team causing a game to be forfeited, other than by not showing, may receive a “1” rating.

***It is up to you to make this system work, by giving appropriate ratings. If any team awards an opponent a sportsmanship rating of 1 or 2, they must fill out a sportsmanship form on site.***

• For the winning team, captain collects the Championship shirts for every member of the Championship team.
Intramural Staff

The Intramural Supervisor is the final authority during an intramural activity. The supervisor will be in charge of organizing the event, directing teams to proper fields and courts, and managing the contests so that good sportsmanship is practiced at all times. Participants must realize that the game officials are the first source of ruling and information. The supervisors may only be consulted when interpretations or applications of the rules are in question. They will not overrule any judgment calls! The supervisor may intervene to stop play at any time. Situations such as disorderly conduct, abusive language and fighting are potentially dangerous and can lead to a supervisor terminating the contest and assessing a forfeit to the team or removing a player from the event and asking him/her to leave the facility.

Sanctioning of Teams and Organizations

The Intramural Sports Coordinator, based upon the actions of an individual team member, can sanction teams and organizations. Any team that is suspended or placed on probation, results in each team member being suspended or placed on probation. Also, repeated violations by an organization may lead to organizational sanctions. Violations older than 2 years from the date of the most recent incident will not be used as part of the historical record in determining organizational sanctions.

Sanction Guidelines

The following guidelines are to be used only when an individual or team is found to be guilty of one or more of the infractions listed in the definitions section of this document. The sanctions levied by the Asst. Director of Intramural Sports are to be based on the severity of the act that the individual or team was found guilty of committing.

MinimumSanctions MaximumSanctions

- Abusive language: 1 game suspension/probation TBD league suspension/semester probation
- Incite fight/conflict: 1 game suspension/probation TBD league suspension/semester probation
- Physical Abuse: league suspension year suspension & judicial charges
- Spirit of the rules: 1 game suspension/probation TBD league suspension/semester probation
- Unnecessary Roughness: 1 game suspension/probation TBD league suspension/semester probation
- Unsportsmanlike Conduct: 1 game suspension/probation TBD league suspension/semester probation
- False ID: league suspension semester suspension & judicial charges
- Illegal player: league suspension (team) semester suspension (team)
- Violate probation: semester suspension year suspension
- TBD = to be determined based on severity of behavior
- 1 Game suspension = removed from current game + 1 game suspension

The Asst. Director of Intramural Sports reserves the right to levy sanctions for actions not specifically covered in the document. In severe cases, a team captain may receive sanctions for team violations. Also, individual actions may affect the status of the team or organization.

Definitions

Abusive language- any language from a participant or spectator deemed offensive or derogatory by an official, or supervisor, not necessarily “swear words.”

Attempting to incite a fight/ conflict- baiting, teasing, threatening, or intentionally provoking the anger of an opponent, spectator, official, score keeper, or supervisor. These actions may or may not instigate a fight/conflict.

Physical abuse- any physical contact by a participant or spectator towards another participant, spectator, official, score keeper, or supervisor that is deemed inappropriate. This can range from a “bump” to an actual “punch”. Any thrown object constitutes physical abuse. (Note all thrown punches and objects are assumed to have intent to injure.)

Not playing within the spirit of the rules- any behavior deemed inappropriate for the sport that is being played. These actions may or may not be Unsportsmanlike (making a travesty of the game)

Unnecessary roughness- actions that are considered threatening to the safety to the participants. These actions are not accepted as part of the “normal’ activity of the game.

Unsportsmanlike conduct- behavior by a participant or spectator deemed inappropriate by an official or supervisor, actions are not always physical and do not necessarily involve abusive language.

Using false identification- participants claiming an identity other than their own. This may include using a false ID, recording a false name on a score sheet, or verbally informing an official/supervisor that they are someone else.
Using illegal players - a team that has a player that is currently suspended from intramural sports, or has a player that has already been established on another roster within the same sport league, a person not listed on the team’s current roster, or a player that has no affiliation with the university.

Violation of probation - any action taken by a person, team, or organization currently on probation that requires the appearance before the Disciplinary Board before their probation has ended.

**Appeals**

All decisions made by the Asst. Dir. of Intramurals may be appealed to the Director of Student Recreation & Wellness and then will be passed if needed on to the Associate VP of Student Affairs/Activities. Information on appealing the case will be given to the defendant at the time of the initial hearing. Notice of appeal must be submitted within three (3) working days of the initial decision. The appellant must submit a written statement (not to exceed 2 typed pages) of his/her position and the reasons in support of the relief requested. This should be submitted with the appropriate person hearing the appeal.

A notice of appeal must contain the following:

1. Specific ground for the appeal.
2. Specific relief requested: reversal of sanction, etc.
3. Statement of the appellant’s position and reason in support of relief requested.

The appeal should be limited to the following:

1. Whether the incident constituted a violation of policies or regulations.
2. Whether the action taken was authorized and/or warranted under the circumstances.
3. Whether the sanction was fair and appropriate.

Disciplinary rulings may include, but are not limited to, probation, game/league suspension, community/departmental service, and in severe cases a lifetime expulsion and/or referral to the University’s Judicial Affairs.

**Follow Us**

Facebook: *Radford University Student Rec & Wellness*
Twitter: @RURrec_Wellness

*for quickest notifications on*
- meetings
- deadlines
- tip-offs
- see and tag pictures
- acknowledgements