

# Intramural Sports Participant Handbook



## **Student Recreation & Wellness**

Intramural Sports

[www.radford.edu/recreation](http://www.radford.edu/recreation)

Intramural Coordinator; Carrie Dabney  
[SRWC Suite 214]

### **Office Phone Numbers:**

Coordinator of Intramural Sports: (540) 831-6408

Intramural Sports Service Desk: (540) 831-5369

### **Office Hours:**

Monday-Friday 11:00 AM-4:00 PM  
Student Recreation & Wellness Center

### **Purpose of the Handbook**

This handbook is designed by the Intramural Program of the Student Recreation & Wellness Center 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.

### **General Rules Everyone Needs to Know**

**No Radford University One Card, no participation.**

**Game time is forfeit time.** Unless stated otherwise by Intramural Supervisors or Coordinator

Maintain professionalism and respectfulness during competition

### **Radford University Intramural Sports Mission Statement**

Intramurals are for everyone! A variety of individual and team sports/activities are planned, ranging from regular league competitions to more informal tournaments and one-day events. No activity is too farfetched or outrageous! **Our philosophy is to provide a little for everyone in order to get the most from everyone.**

### **Radford University Intramural Sports Vision**

The vision of the intramural sports program at Radford University is to provide students with a variety of competitive and recreational opportunities that allow them to become engaged in healthy competition while developing and maintaining character, integrity, and sportsmanship.

### **Awards**

At the conclusion of every Intramural event, up to fifteen championship t-shirts will be awarded to the champions of each league. If you have more than the 15-member set limit and would like to receive an Intramural Championship Shirt, you may purchase a shirt for \$8.00.

### **Sport Club Participation Rule**

A limit of **3 players** (regardless of gender) allowed per team roster in any sport or tournament sports on the field or court at any given time.

### **Intramural Liability Statement**

Radford University assumes no responsibility for injuries received during an Intramural activity or special event. Students, faculty, and staff are reminded that participation is strictly voluntary and at the 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 in the proper form and filed with the Coordinator of Intramural Sports.

### **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 in order to aid in their placement on a team.

### **Policies and Procedures**

### **Attire**

Proper attire should be worn for each activity. 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 Coordinator of Intramural Sports for the use of orthopedic devices essential to protect against injury. Intramural activities require footwear to be worn, unless otherwise noted. Indoor activities forbid 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 or crocs) 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. The Intramural Office **DOES NOT** reschedule regular season or post-season tournament games once the schedule has been posted.

### **Playoffs**

Teams advancing to the playoffs will vary by sport and number of teams participating. The Coordinator 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 Coordinator 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 the Student Recreation & Wellness Dept. that everyone bring an extra pair of shorts and a T-shirt. If clothing saturated with blood cannot be replaced, that individual will not be allowed to participate.

### **Lightning Policy**

Due to the significant risks and possibility of fatal injury from lightning strikes, it is imperative that the Radford University Student Recreation & Wellness Department have a clear policy on how to deal with lightning in and around the areas of practice and/or competition. This policy will help clearly

state the department's position on this issue and help to define the roles of certain individuals during the decision-making process. The Student Recreation & Wellness staff's primary responsibility is for the safety and concern of the student-athletes.

**The following plan will be in effect for all Student Recreation & Wellness events, including Club Sport practices:**

Depending on the event being played, a Student Recreation & Wellness staff member will monitor the weather. This will be done using the Perry Weather app. If Lightning is seen 30 minutes prior to an Intramural game or event, then that game or event will be cancelled.

If lightning is seen during the first half of an Intramural game, then the Intramural Supervisor on site will immediately stop the game and the game will count as a cancellation. If lightning is seen during the second half of an Intramural game, then the Intramural Supervisor on site will immediately stop the game and whoever is winning at the time the game is stopped will be clarified as the winner. The only exception:

- The game may resume in 30 minutes as long as the lightning is not seen again. Every time lightning flashes and is seen by the Intramural Supervisor, the 30-minute time frame restarts.

In the event of threatening or inclement weather, a Student Recreation & Wellness staff member will inform the participants and spectators either through the Fusion player app or any other means available of impending severe weather.

**GENERAL POLICY:** A member of the Student Recreation & Wellness Department student staff, if on site will monitor the weather and make the decision to notify a Student Recreation & Wellness professional staff member (during a game) of dangerous situations and recommend the suspension of activity in the event of lightning. The decision to suspend activity will be based on:

1. The Perry Weather app to determine how far away lightning is occurring.
2. Utilization of the Perry Weather app (Gives us visuals of the storm and where it is headed.)

**What to do if you can't get to a safe location:**

1. Find a dry ditch or a large grouping of shrubs and small trees. Find these areas and take shelter.
2. Make your body as small as possible minimizing surface area for lightning strikes. Crouch on the balls of your feet, **DO NOT** lie flat on the ground.
3. Stay away from isolated small trees and large metal objects such as flagpoles and light poles.
4. Stay away from any other metal objects such as bleachers and metal fences.
5. Don't stand in an open field.
6. Stay away from standing bodies of water such as a pool, lake, or pond.

**Possible Sensations that a lightning strike may be eminent (assume a crouched position):**

1. Hair standing on end
2. Skin tingling
3. A crackling sensation

### Eligibility

All Radford University students, 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, unless he/she has been off their current roster for at least one full year.
- 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 Coordinator 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 Coordinator 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:

- All protests must be registered immediately with the Sport Supervisor on site by the team captain only. A valid protest must either concern player eligibility or a misapplication or misinterpretation of a sport's 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.
- Player Eligibility Protests
  - 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.
- Game Protest
  - 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.

At that time, the reason for the protest must be given to the game official.

Protests must involve a misinterpretation or misapplication of a playing rule.

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 out the protest immediately. In many cases, the protest can be settled on

the field of play.

If you disagree with the on-site decision, you may appeal the decision with the Coordinator 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 allowed. For weekend games, the same procedure must be followed.

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.

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.
2. A violation of any rule as stated in the Intramural Sports Code of Conduct.

After a team's first forfeit, there will be a \$10 reinstatement fee that must be paid prior to the next scheduled game, or the team will receive their second forfeit of \$10 reinstatement fee. If neither is paid or a team shall receive another forfeit, they will be removed from the league and not eligible for playoff competition.

### **Defaults:**

Any team knowing in advance that they will be unable to play a regularly scheduled contest is given the opportunity to default. A default counts as a loss in the standings but is not considered a forfeit.

To default a contest, the Team Captain must contact the Intramural Office by 3:00 pm on the day of the contest (or by 3:00 pm the preceding Friday for weekend events).

**There is no limit to the number of times a team may default.**

### **Guidelines/Responsibilities for Captains**

- For assistance, come to the Student Recreation & Wellness (SRWC) office to speak to an IM Supervisor or Coordinator.
- Read and sign ALL the rules for your sport. Teams failing to read and sign the required rules via email must come by the SRWC before their first game to pay a missed captain's \$5 late fee. Failure to do so will result in your team Forfeiting their game.
- Check Fusion Play player app/emails/Schedules 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.
- Be responsible for thoroughly understanding the rules of the sports you are participating in and informing your team members of the rules and regulations.
- Ensure that enough eligible participants are at the games 15 minutes prior to scheduled game time. **GAME TIME IS FORFEIT TIME.**
- Ensure that each participant provides their valid Radford University One Card to the scorekeeper/supervisor prior to the beginning of the game, or at the point of their arrival if late.
- 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 with the SRWC Office with any questions, problems, or ideas.

### **Sportsmanship Rating System**

At the conclusion of each intramural contest, the Intramural Staff will assign each team a sportsmanship rating:

- Acceptable: **5**
  - In general, participants display proper sportsmanship towards opponents and IM staff. The captain displays reasonable control over the team and spectators.
- Unacceptable: **4-0**
  - A team forfeits. Participants constantly complain about officials' decisions. Participants displaying unsportsmanlike conduct towards opponents and/or IM staff. The captain has little or no control over the team and spectators. The game ended due to unsportsmanlike acts. Damage or destruction to Campus Recreation facilities or equipment.
  - Penalty: If at any point any team's rating is below 2.0, The team is ineligible to participate in that sport until reinstated by the Intramural Coordinator. The Team Captain is required to meet with the coordinator or his/her designee prior to the team's next scheduled game. If this does not occur, the team will be removed from the league. Teams that receive two unacceptable ratings during the same sport season will be removed from the league. During the playoffs/tournaments, a winning team who receives an unacceptable rating may be dropped from the remainder of the event upon the discretion of the Coordinator of Intramural Sports.

### **Intramural Staff**

The Intramural Supervisor is the final authority during an intramural activity. The supervisor will oversee 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 playing 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 Coordinator of Intramural Sports are to be based on the severity of the act that the individual or team found guilty of committing.

- **Abusive language:** 1 game suspension/probation TBD league suspension/semester probation

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

- **Incite fight/conflict:** 1 game suspension/probation TBD league suspension/semester probation

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 conflict.

- **Physical Abuse:** league suspension year suspension & judicial charges
- **Spirit of the rules:** 1 game suspension/probation TBD league suspension/semester probation

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 the intent to injure.)

- **Unnecessary Roughness:** 1 game suspension/probation TBD league suspension/semester probation

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

- **Unsportsmanlike Conduct:** 1 game suspension/probation TBD league suspension/semester probation

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.

- **False ID:** league suspension semester suspension & judicial charges

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

- **Illegal player:** league suspension (team) semester suspension (team)

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.

- **Violate probation:** semester suspension year suspension



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

**\*\*TBD = to be determined based on severity of behavior\*\***

**\*\* 1 Game suspension = removed from current game + 1 game suspension** (The Coordinator 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. **\*\***

### **Appeals**

All decisions made by the Coordinator of Intramurals may be appealed to the Associate Director of Student Recreation & Wellness and then will be passed higher if needed to the Director VP of Student Affairs/Activities. Information on appealing for 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 to the appropriate person who hears the appeal.

A notice of appeal must contain the following:

- Specific ground for the appeal.
- Specific relief requested: reversal of sanctions, etc.
- Statement of the appellant's position and reason in support of relief requested.

The appeal should be limited to the following:

- Whether the incident constituted a violation of policies or regulations.
- Whether the action taken was authorized and/or warranted under the circumstances.
- 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.

### **Thank You for Being Part of Our Intramural Community!**

We're excited to have you join us in creating a fun, inclusive, and respectful environment where everyone can compete, connect, and grow. Whether you're here to win or just to play, your positive attitude and good sportsmanship help make our program better for all.

If you have any questions, concerns, or comments, don't hesitate to reach out at [intramural@radford.edu](mailto:intramural@radford.edu) or [cdabney3@radford.edu](mailto:cdabney3@radford.edu)

























