



**East Henderson Eagle  
Youth Football and  
Cheerleading Association**

**2015 By-Laws (Revised March 2015)**

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East Henderson Youth Football and Cheerleading Association  
By-Laws  
Rules and Regulations  
Revised March 2015

All general rules, regulations and requirements for the Association will be governed by the by-laws as set forth. All by-laws and general rules, regulations, and requirements apply to both cheerleading and football.

The by-laws and general rules and regulations may be altered, repealed, or amended at any time by a majority vote by the Board of Directors.

All regulations and rules set forth by the Western North Carolina Youth Football and Cheerleading Association will be followed, upheld and enforced by the East Henderson Youth Football and Cheerleading Association.

Sportsmanship ethics is defined as the quality of responsible behavior characterized by a spirit of generosity and a genuine concern for opponents, officials, and team mates. Players, cheerleaders coaches and all spectators should realize that they are representing the organization same as a member of the team. Therefore every person spectator or person participating in any team event should hold themselves responsible, hold an obligation to be a true sportsman and encourage this behavior not only for themselves but for others.

Each Coach and Board Member will assume the responsibility for the conduct of those that are spectators and participants. All Acts of un-sportsman like conduct shall be reported to the President of the Association. In the event of a dispute of any nature or a disturbance at an event the President of the Association and a minimum of one other board member will take immediate action. If the use of law enforcement is needed it will be used. In the event of a spectator and or a participant being removed from an event a disciplinary decision will be made by the Board of Directors by a majority vote, after an investigation has been completed.

The East Henderson Youth Football and Cheerleading Association has been restructured to create a safe environment that allow local youth to learn from local area role models and encourages all participants to learn how to play a sport the correct way. This is to reduce the amount of injuries and keeps the participants involved all through the season.

## **Coaches and Board of Directors Positions**

### **Board of Directors**

The purpose of the board of directors is to have a group of individuals that will operate in the Association's best interest. This is done by voting on all matters that need attention and making the best decision for the Association. The Board of Directors positions are described as follows;

#### **President**

- Oversee the day to day functions of the organization
- Check in with treasurer weekly to assess finances
- Attend all WNC board meetings
- Be available to address any parents questions or concerns
- Meet with high school to coordinate use of facilities for home games or any other special events
- Make arrangements for a practice facility
- Schedule police, rescue squad and referees for home games
- Contact opposing team's President by Wednesday to make all arrangements for that week's game
- Conduct any parent meetings as needed

#### **Vice President**

- Take over the duties of the President in the event of the President's inability to finish his/her term of office
- Assist the President in performing the duties of his/her office
- Serve as alternate WNC league representative
- Assist the President in monitoring and communicating any league rule changes to the positions who are affected by these changes
- Coordinate any revisions to the Association's Bylaws
- Coordinate purchase and monitor the Association's insurance policy
- Assist Volunteer coordinator in finding announcers for all home games
- Serve as liaison between the Board and special committees needed during the season (i.e., Financial Assistance, Fundraising, Homecoming, Banquet, etc)

#### **Secretary**

- Keep accurate minutes at any and all meetings of the Board of Directors
- Assist President in notifying Board members of meetings
- File Association's Bylaws with any governmental agencies that is required
- Monitor and forward all mail, email and voicemail
- Organize the complete registration process
- Maintain all coaches and players registration information (i.e., physicals, registration sheets, medical release forms, birth certificates, player photo id)
- Keep records of all suppliers and contacts for future reference

- Responsible for all paperwork that needs to be delivered to parents at meetings
- Check in with Volunteer coordinator weekly to process and pass out any paperwork needed by Team Moms
- Maintain contact information for all parents
- Maintain updated rosters and deliver to press box at all games (home and away)

### **Treasurer**

- Prepare financial statement for all board meetings
- Prepare the annual budget with the help of the Board of Directors
- Create proper accounting procedures and inform the Board of the system that is applied
- Process accounts receivable and accounts payable
- Maintain all bank account information
- Keep track of all authorized signers on bank account
- Ensure that 2 signatures are secured on any and all checks written from Association's account
- Make all deposits and withdrawals
- Meet and pay distributors when necessary (i.e., Pepsi, Sam's Club)
- Ensure that the Association's Bylaws are upheld in regards to the collection of money at any event (i.e., registration, concessions, merchandise, fundraising)

### **Director of Football**

- Seek out new coaches
- Select coaches for Board approval vote
- Work with coaches regarding philosophy, rules and policies of the Association
- Monitor the conduct of all coaches to make sure all parties involved are adhering to the policies of the Association
- Responsible for coaches' compliance with WNC league rules
- In charge of ensuring that all coaches have completed the online concussion awareness class
- Assist the Equipment Manager in ordering all needed medical supplies for league
- Coordinate with the coaches on the needs of each team
- Assist Secretary in organizing and maintaining WNC big book
- Assist Equipment Manager in organizing equipment
- Assist Equipment Manager in handing out and taking up equipment

### **Cheerleading Director**

- Select coaches for Board approval
- Organize practice
- Responsible for forming a volunteer committee to assist in organizing all aspects of cheerleading (i.e., camp, uniform orders, competition)
- Responsible for ordering uniforms and any other equipment needed
- Assist Secretary in organizing and maintaining the cheerleading WNC big book
- Coordinate with coaches on the needs of each team

- Organize competition and make sure all paperwork is properly filled out
- Responsible for handing out and taking up equipment

### **Equipment Manager**

- Submit equipment purchase recommendations to the Board for approval
- Prepare annual inventory with any shortages
- Responsible for preparing the coaches' bags for each team
- Prepares annual replacement/recondition recommendations
- Responsible for implementing a good system of handing out and taking up equipment
- Work with the Director of Football in ordering of all medical supplies needed
- Keep roster of all equipment issued or returned
- Maintain equipment roster from camp until the end of season
- Be available at practice and games to deal with any equipment issues that may arise
- Maintain a master list of suppliers and contacts for future reference

### **Concessions Manager**

- Maintain inventory list of all concession items
- Responsible for setting concession menu and pricing
- Manages concession operation on game days
- Work with Treasurer to order all items for the concession (i.e., Pepsi, Sam's)
- Responsible for unloading and organizing concession for games
- Ensure that the Association's Bylaws are upheld in regards to the collection of money in the concession
- Responsible for monitoring the register
- Take inventory after each home game to be prepared for next home game order
- Responsible for cleaning concession before and after any home game or special event
- Keep a master list of suppliers and contacts for future reference

### **Sponsorship/Fundraising Representative**

- Responsible for visiting local businesses to gain sponsorships for the Association
- Negotiate the price and amount of advertisement sponsors will receive
- Design, print and maintain all sponsorship paperwork
- Ensure all sponsors receive charitable contribution paperwork for tax purposes
- Responsible for hanging and taking down banners at home games
- Responsible for sponsor T-shirt if applicable
- Organize and execute fundraisers for both football and cheerleading
- Responsible for securing volunteers to assist in fundraising events

### **Media Manager**

- Maintain and update website with new information and paperwork
- Maintain and update Facebook with information and pictures
- Organize alternative advertisement options for board approval (budget item)
- Take pictures of Football and Cheerleading at practice and games

- Secure volunteer to video games

### **Special Events Representative**

- Organize and secure volunteers for the Labor Day parade
- Work with Cheerleading Director in organizing and planning homecoming
- Organize and schedule team picture day
- Secure venue and organize end of season banquet
- Establish a budget for all special events for board approval
- Responsible for securing volunteers to assist with all special events

### **Volunteer Coordinator**

- Secure parent volunteers for home games (i.e., concessions, clock, chains, gate)
- Keep track of all volunteers who have signed up
- Notify President or Vice President if having trouble securing volunteers so it can be announced at the Thursday night parent meeting
- Select Team Moms for Board approval
- Coordinate with Team Moms to assist in securing volunteers for games

### **Merchandise Representative**

- Submit merchandise purchase recommendations for Board Approval
- Organize old equipment that will be sold and set prices
- Manage the merchandise table at all home games
- Secure volunteers to help work the merchandise tables if needed
- Ensure that the Association's Bylaws are upheld in regards to the collection of money at the merchandise table

### **General Board Information**

#### **Positions Held:**

Members of the Board of Directors are not to hold any other position on any of the East Henderson Youth Football and Cheerleading Association teams. The only position that may be held in addition to their Board position is as an assistant coach if their Board position will definitely not be affected. This is for rare instances and must be voted on by the Board of Directors.

#### **Board Meetings:**

Board meetings will be held bi-monthly from January until the season starts in July. To maintain your Board position, you may only miss 75 percent of the meetings. In-season meetings will be held Thursdays before parents' meeting as needed. There will also be one meeting after the season ends in November.

**Voting:**

The Board of Directors must vote on all decisions that affect the Association as a group. This is to include all purchases, rules and regulation changes, punishment, dismissal, etc. Voting by the Board of Directors can be done during Board Meetings and or with the use of text messaging. If the Text Messaging is used, the messages will be saved and archived. Board Meetings voting will be done by secret ballot and the ballots and score cards will be saved and archived.

**Selection:**

All Board of Directors are elected into their position by a majority vote. Those interested in a Board Members position can submit a letter of interest to the President of the Board. If the position is available the Board of Directors will vote at the next scheduled meeting.

**Removal:**

In order for a current Board member to be removed a motion must be made and approved by at least two Board Members. Once a motion is made and accepted by the Board of Directors there will be a vote taken. This vote is to be taken by secret ballot only. If the Board of Directors votes to remove a Board Member, that member is required to turn over all equipment, information, paperwork, personal information and or any log-on information with-in 24 hours, unless special arrangements have been made with the Board of Directors and written proof signed by the president is on hand for both parties.

If a board Member decides to step down from their position they must return all equipment, information, paperwork, personal information and or any log-on information with-in 24 hours, unless special arrangements have been made with the Board of Directors and written proof signed by the president is on hand for both parties. If the property is not turned in within 24 hours the Board of Directors may take action by the use of law enforcement and or local court proceedings to have the property returned or replaced.

**Coaching Requirements**

For each football team there will be a head coach and no more than three assistant coaches, unless a team has more than 30 players. 4 assistant coaches will be allowed if there are 30+ players on a roster. Coaches will only be coaching their team and will not be allowed to assist or help other teams during an event or game.



## **Coaches Responsibilities:**

### **Head Coach:**

- Responsible for communicating with the Football Director and Vice President about team needs
- Show up to practice and game times 15 minutes early
- Choosing coaches' apparel and making sure all coaches on staff are properly dressed at practice and games
- Communicating with team mom on a regular basis
- Communicate responsibilities to all assistant coaches
- Keep track of all player paperwork

### **Assistant Coaches:**

- Show up for practice and games 15 minutes early
- Perform the tasks and responsibilities the Head Coach has put you in charge of

### **Coach Certification:**

Every Coach must submit a felony background check each season. They will be screened for charges related to child abuse, molestation, neglect, domestic violence, sex offenses and drugs. The potential volunteers will be held to the standards of the National Alliance of Youth Sports in determining their qualification status. The background check will be on file with the President of the Board of Directors and is kept confidential. If it is deemed that a coach is ineligible to participate, they will be asked to leave the premise immediately. Along with the background check, every coach must submit a current "head and shoulders" style picture and a copy of a valid driver's license or any other government issued ID card.

### **Concussion Awareness:**

All coaches will take the concussion testing as required by the Western North Carolina Youth Football and Cheerleading Association. The East Henderson Eagle Youth Football and Cheerleading Association require all coaches to take and pass the online course. Certificates of completion for this course will be kept on file in the team book and turn into the Western North Carolina Youth Football and Cheerleading Association at the beginning of the season.

### **Conduct:**

All coaches no matter what position they hold are representatives of the East Henderson Youth Football and Cheerleading Association, and will be expected to conduct themselves in a manner that does not deface or tarnish the Association's image. All coaches are expected to treat each child the same and have no favoritism toward any individuals. Coaches will be on time for all practice's and events. They will help in any way requested by the Board of Directors and or the Head Coach of their team. Coaches are not to touch or grab any participant in a way that can be perceived as a threat or be degrading to the individuals' self-esteem. (Such as grabbing a face mask inappropriately) If at any time a child is grabbed,

dragged, jerked, or touched in any un-wanted way the President or Director of Football needs to be notified immediately. This will be handled on a case by case basis and will be brought to the Board of Directors immediately to decide the punishment of the coach in question. The Board of Directors has set a very high standard for our coaches and will hold them to that standard.

### **Coach Removal:**

Coaches can be removed from participation at any time if the Board of Directors sees fit and the decision is made by a majority vote. Petition for removal may be brought to the Board of Directors by the teams' head coach or any member of the Board of Directors

### **General Rules and Information**

#### **Conduct:**

At all times during any team sponsored event the following guidelines must be adhered to. If any provision is violated, the violator could face a suspension of participation and or of being banned from any and all team sponsored events.

- Participants and Parents / Guardians must take directions from all team representatives.
- Foul language will not be tolerated for any reason.
- Spectators and team members not currently engaged in a team activity or event are expected to be in the appointed spectator area and children must be with their parents or guardians at all times.
- Only the current participating team members are allowed to be in the play area. This means during games no one other than staff, or currently playing team members may be on the field, track, or sidelines. One water boy will be allowed on the sideline with the team. This child will be chosen by the head coach of the team playing at the time.
- Any action by a parent or a spectator that can be perceived as a threat or danger to anybody is not acceptable and immediate dismissal may occur.
- Any Board Member may take disciplinary action against participants or parents / guardians for any problem they feel needs attention. A minimum of two board members must be present for immediate action and the use of law enforcement may be used as well. Long term action may be determined by the Board of Directors by a majority vote.
- Any participant or parent / guardian that are dismissed from an event or asked to leave are expected to do so immediately. This implies that the person /persons asked to leave will not only leave the event, they will be required to leave to property in which the event is being held, to include all parking lots, sidewalks and or adjoining properties. Being

asked to leave does not ensure in any way that the affected person is banned from all events. This decision must be made by the board of directors by a majority vote.

**Jewelry / Medical Alert:**

No jewelry will be allowed on any football player or cheerleader at anytime. This includes practice as well as all events, games, or competitions. If a participant is found wearing jewelry while participating, the first offense will be a verbal warning and the jewelry will have to be removed and stored with the participants parent or guardian. The second offense will be a removal of the participant from that event and a 1 game/competition suspension. Medical alert bracelets or necklaces can be worn and should not be removed for any reason, although the item should be taped down using athletic tape in order to keep the item secure. Athletic tape will be available with the Board of Directors Equipment Manager.

**Trophies:**

All participants in the East Henderson Youth Football and Cheerleading program are eligible to receive a team trophy at the end of the season, as long as the participant has made a good effort to be at every event, to include play-offs, and championship games. Eligibility for any awards given by the Association will be determined by the Board of Directors by a majority vote.

**Tobacco Use:**

Under no circumstance is there to be any type of tobacco use at any team sponsored events. This is for both smokeless tobacco products as well as any type of cigarette, or cigar. During events it is necessary for any person wishing to use any type of tobacco product to leave the property before starting use. All North Carolina Laws governing tobacco use on or with in school grounds will be enforced and if the use of Law Enforcement is needed it will be used. This regulation will be enforced at all events, practices, competitions and games, and will be enforced by the maximum amount possible based off of the Henderson County North Carolina Laws, and regulations.

**Insurance Coverage**

**Insurance:**

The East Henderson Youth Football and Cheerleading Association will have a Blanket Accident Only Insurance policy for each season of play. The Insurance is to have coverage for any team sponsored event, game or competition. Insurance policies are subject to policy conditions that may limit the amount of coverage available, and some exclusions may apply. Only those that are registered participants are eligible for insurance coverage, all other spectators are not covered under the insurance provisions. The proof of Insurance will be kept in the Board of Directors Presidents Book, and will also be in the roster book that is kept at with the Western North Carolina Youth Football and Cheerleading Association.

## **Money Collection**

A position on the East Henderson Youth Football and Cheerleading Board of Directors is a volunteer position. No member shall ever receive compensation for their position on this Association's Board of Directors. In regards to finances, complete transparency is our number one priority. The following policies are set in place to protect the Association from any possible fraudulent activity.

- At any East Henderson Youth Football and Cheerleading registration event there will be no fewer than 3 Board members present collecting funds. These Board members will all count and sign off on the amount of money taken up at the end of each registration event. After the funds are counted by all present Board members, the funds will be sent for deposit with the Treasurer (if present). If the Treasurer is not present, the President or Vice President will take the funds and arrange delivery to the Treasurer. The Treasurer will supply a deposit slip with a copy of the sign off sheet at the next meeting of the Board of Directors. Financial collection forms for these registration events will be supplied by the Secretary.
- At any home game, there are 3 areas of operation where funds are collected. Concessions, admission gate, and merchandise table are all to have standards in place of how funds are received. Before the game day, the Treasurer will secure change and start up money from the bank for all said areas of operation. The Secretary will have all necessary forms and sign off sheets ready to use in each area of operation. It will be the Volunteer Coordinators responsibility to make sure that all home game volunteers know the Association's policies on the collection of funds.
- The merchandise table will have a Board representative and at least one volunteer working at any given time. The Treasurer will bring start up money to the table during setup. This money will be counted and signed off by the Treasurer and all Board members / Volunteers working the table at that time. Due to the limited funds received at the merchandise table, funds will be counted after the last game and signed off by all parties working the table. If for any reason funds need to be picked up at another time, the Merchandise representative needs to contact the Treasurer, President or Vice President.
- The admission gate will be run by no fewer than 2 Board members / Volunteers at any time. No funds will be taken up if 2 volunteers are not in place. The Treasurer will bring start up money to the table during setup. This will be counted and signed off by the Treasurer and all volunteers working the first shift. After every shift, the Treasurer will pick up funds at the admission gate. The Treasurer and volunteers from each shift will count and sign off on the amount of funds collected. If the Treasurer is not available, the President or Vice President will act as a replacement for the Treasurer. The funds will be locked up in a predetermined location until the final count after the last game.

- The concession will be managed by the Board of Directors representative. The Concessions Manager will run the register and monitor the volunteers working in the concession area at any given time. The Treasurer will bring start up money to the concession stand during setup. This will be counted and signed off by the Treasurer, Concessions Manager and one more Volunteer / Board member. Due to the heavy volume in the Concession area, the Concessions Manager will be in charge of contacting the Treasurer for funds collection. At each collection, the Treasurer, Concessions Manager and one volunteer will count and sign off on the funds collected. If the Treasurer is not available, the President or Vice President will act as a replacement for the Treasurer. The funds will be locked up in a predetermined location until the final count after the last game.
- After the last game there will be a final count of funds collected at all areas of operation. This will include no fewer than 3 Board of Directors members. The members will count and sign off on the total funds taken up at that event. The funds will then be taken by the Treasurer to be deposited on the next business day. If the Treasurer is not present, the President or Vice President will take the funds and arrange delivery to the Treasurer. The Treasurer will supply a deposit slip with a copy of the sign off sheet at the next Board meeting.

### **Registration for Participation**

#### **Registration and Dues:**

All registration fees, dues, or uniform rental / purchase cost will be paid by each participant before any participation in the normal season, which is determined by the Western North Carolina Youth Football and Cheerleading Association. Any participant that has not paid their registration fees, equipment rentals and or purchases will not be allowed to practice or participate in any team sponsored event.

#### **Refunds:**

Refunds are only allowed if a participant moves to another district or has a medical condition. A refund will be given if a parent/guardian is moving the participant to the team located within that district. Proof of change of address is required. Refunds will be made as a check payment made out to the team in which the participant is relocating to. If the participant is moving out of state or outside of the WNC district, a check payment will be made to the parent / guardian within 30 days. Proof of change of address is required and all payments will be mailed to the new address. The acceptable forms for proving changes of address are a copy of a utility bill (gas or electric), or a letter from out of state employer. Also a refund may be given if a participant is deemed ineligible to participate due to a medical condition. A doctor's note will be needed to complete this refund. A refund for a medical condition is void upon the date of the first scrimmage game.

Under **NO OTHER** circumstances will any type of refund be given. Before refund payments can be made, all equipment must be turned in and accounted for. Any outstanding balance that is owed will be deducted from the refund amount. If equipment is not turned back in, The East Henderson Youth Football and Cheerleading Association may use all necessary

means to recover the loss, to include lawsuits in civil court proceedings / small claims court proceedings. Any travel required to and from the court proceedings will be the parent/guardians responsibility, and court cost may be applied to the balance owed as well.

**Parent / Guardian Responsibility:**

**Equipment:**

All parents and or guardians are responsible for the equipment that is rented through the East Henderson Eagle Youth Football and Cheerleading Association. If anything is damaged, missing or not returned, the parent / guardian will be held responsible for the replacement of the equipment. If any equipment is not returned or hasn't been paid for, East Henderson Youth Football and Cheerleading Association may take the individual cases to small claims court in order to recover the loss. In addition to possible law suits, the Board of Directors will notify all other team Presidents on any other team in the conference.

**Volunteering:**

Volunteers are one of the most important aspects of our Association. We ask that all parents make every effort to give of their time to assist the Board of Directors in making this smooth season. Please see the Volunteer Coordinator or Team Mom to sign up for volunteer positions (i.e., gate, chains, clock, concessions). Any volunteer who gives their time at a home game will get a free meal (i.e., pizza and drink). Volunteers do have to pay for gate entry.

**Eligibility:**

All regulations concerning eligibility will be governed by the Western North Carolina Youth Football and Cheerleading Association rules and regulations.

**Weight:**

Weight requirements will be governed by the Western North Carolina Youth Football and Cheerleading Association, and all regulations will be upheld.

**Weigh-Ins:**

All regulations set forth by the Western North Carolina Youth Football and Cheerleading Association will be followed. No parents or guardians are to be allowed in the weigh in area. During the weigh in time period there will be a minimum of a 10'X10' area designated for the weigh in procedure. No one other than the Western North Carolina Youth Football and Cheerleading Association representative and the board of directors President and the head coach will be allowed inside of the area.

**Club Books:**

The team book is to include all registered participants birth certificates, registration information, picture and physical forms. All regulations concerning the club book are set forth by the Western North Carolina Youth Football and Cheerleading Association and will

be up held and followed by the East Henderson Youth Football and Cheerleading Association.

### **Birth Certificates:**

Every participant is required to provide the Board of Directors an original or certified copy of the participant's birth certificate. Notarized photocopies are not acceptable and cannot be used. The only duplicate birth certificate that can be used is a certified copy from the county register of deeds. Birth certificates will be scanned into the Association's database and returned after being verified by the Western North Carolina Youth Football and Cheerleading Association representative, or can be kept for the duration of the season, if a scanning system is not in place.

### **Rosters:**

Rosters are to be kept by the President of the Board of directors and distributed to each member of the board as well as each head coach.

### **Summer Football and Cheerleading Camp**

#### **Summer Camp:**

The East Henderson Youth Football and Cheerleading Association will hold a summer camp that is open for any participant. The cost for registration, and dates for this event will be set and agreed upon by a majority vote of the Board of Directors. All rules and regulations set forth by the Western North Carolina Youth Football and Cheerleading Association will be upheld and enforced.

### **Try-outs and Conditioning**

#### **Try-outs:**

The East Henderson Eagle Youth Football and Cheerleading Association will not hold any type of try-outs for football or cheerleading. The try-out period, instead of being used to determine if a participant can play / cheer, will be used in order for the participant to determine if our organization is a good fit and if they want to participate in the program. The East Henderson Eagle Youth Football and Cheerleading Association will accept any child that wants to participate.

#### **Conditioning:**

All participants are required to have 3 days of conditioning during the regular season before any equipment can be issued. Conditioning attendance is to be recorded by the head coach and proof of attendance is required before the Equipment Manager can issue any equipment.

## **Team Practice**

### **Practice Times:**

### **Football:**

All teams will practice from 6pm to 8pm Monday, Tuesday and Thursday starting July 20<sup>th</sup>. Later in the season, practice times will change to 5:30pm to 7:30 pm, due to the sun going down earlier. You will be notified at a parent meeting when this change is happening.

### **Cheerleading:**

Cheer practice will follow the same schedule as football. Cheerleading practice location may change from time to time. If there are any changes, the parent / guardian will be notified 24 hours before the scheduled practice time.

### **Practice:**

The amount of time allotted for practice is governed by the Western North Carolina Youth Football and Cheerleading Association; their ruling will be upheld, and enforced. Practice times will be set by a collaboration of the Board of Directors President, Vice President, and the Football Director, and is to be decided before the end of the summer camp. Practice times are subject to change through the season and notification to all parents / guardians will be made by the teams Head Coach. Cheerleading Practice will be set by the Cheer Director and should follow the same times as Football Practice times, although at times may change. The Cheer Director will notify all parents / guardians of any changes in the practice times or locations. If a participant has an un-excused absence from practice or other required event, the participant may receive a lesser amount of playing time during the following game. Attendance is required for each practice, game or event as scheduled by the Board of Directors. If a participant knows of a time they are not going to make it to the practice or event the head coach for the participant's team needs to be notified no less than 24 hours before the practice or event. The only exception to this rule is if the participant provides a doctor's note that shows the amount of needed to recover.

### **Location:**

Team practice locations are subject to change with little warning but at least two hours before any scheduled practice. Notification for location changes will be made by the head coach and attendance is required. Any time a practice location is changes, each participant will be allowed a 20 minute time period in which they are not considered late, unless the notification was made 1 day (24 hours) in advance.

## **Team Classification**



Termites, Mites and Midget. The Pups Team is separate from the Termites during the regular season. When playoffs begin, the Pups are with the Termites, but will practice separately. All rules and regulations concerning age or weight classification will be determined by the Western North Carolina Youth Football and Cheerleading Association regulations.

### **Team Sponsored Events**

#### **Admission:**

Admission to all events, games or tournaments shall be priced according to the Western North Carolina Youth Football and Cheerleading Association. Admission to games is \$3.00 for adults and \$1.00 for students/children. Under no circumstances will anyone that appears to be under the influence of controlled substance be allowed to enter or participate in any team sponsored event.

#### **Restraining Barriers:**

During football games and cheerleading tournaments the restraining barrier that crosses the track at the game field is to ensure that only those participating or volunteering for the event are on the game field. At no point is anyone allowed past the barriers without a escort from the board of Directors. This is to ensure the safety of the volunteer personnel as well as the participants and officials.

#### **Outside Food and Drinks:**

During all East Henderson Youth Eagle Football and Association home games outside food and beverages are not allowed. At no point will anyone be allowed to enter with a cooler or large bag of food. This rule is put in place to ensure that at no point during an event is anybody consuming a controlled substance of any kind. The exception to this rule is diaper bags containing small snacks for children, formula, baby food, etc. This regulation is put in place by the advice of the Western North Carolina Football and Cheerleading Association, as well as the staff at the event venue.

#### **Press Box:**

No one other than East Henderson Youth Football and Cheerleading Association Board Member, appointed Announcer, Coaches and Western North Carolina Youth Football and Cheerleading Association Representatives will be allowed in the press box at any time. Special permission may be given from the Board of Directors. Visiting teams may have a representative appointed to spot or video tape from the press box.

#### **Injuries:**

All injuries must be reported to the Football Director, who will notify the parent / guardian if needed. All injuries that happen as a result of a team sponsored event need to be reported to the President of the Board of Directors immediately. Any participant injured is excused from participation in team practice and games, but their attendance is still required.

#### **Emergency and Security:**

At every game, tournament or event there will be security on staff. The security staff will be made up of paid off duty local law enforcement officers. The Board President will be responsible for ensuring the proper staff is scheduled. EMS service will also be scheduled by the President and will be on site at any event that has a higher risk of injury. In the event of an emergency at an event where EMS is not on site it is the parent / guardians responsibility to ensure their child gets the proper medical attention. In the event a parent or guardian is not present, any representative from the Board of Directors may call for ambulatory care. If ambulatory care is needed, the parent / guardian may be responsible for any medical charges for transportation and medical care at the nearest facility.

**Filming and Video Taping:**

Any person filming or taping any portion of an event that they are not a participant will result in immediate removal from that event and notification of the incident will be sent to the Western North Carolina Youth Football and Cheerleading Association. Additional penalties and fines may be assessed by the Western North Carolina Youth Football and Cheerleading Association

**Passes:**

Any pass issued by the Western North Carolina Youth Football and Cheerleading Association will be honored and all regulations set forth by the Western North Carolina Youth Football and Cheerleading Association will be followed. Individual team passes not issued by the Western North Carolina Youth Football and Cheerleading Association will not be honored at any East Henderson Youth events, games or cheerleading competitions.

**Competition and Game Play:**

All rules and regulations set forth by the Western North Carolina Youth Football and Cheerleading Association will be executed and followed.

**Parent Meetings:**

Parent meetings will be held every Thursday at 7:30pm to cover the upcoming game, event, practice and or any questions.

*All rules and regulations set forth by the Western North Carolina Youth Football and Cheerleading Association, and the East Henderson Youth Football and Cheerleading Association are subject to change at any time. All changes are set by the board of directors by a majority vote, and can be changed, edited, or amended at any time through-out the season.*