

**CITY OF ENCINITAS**

**PARKS and RECREATION DEPARTMENT**

**BASKETBALL MANAGERS**

**HANDBOOK**



**ENCINITAS COMMUNITY CENTER**

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BASKETBALL LEAGUE HANDBOOK**

**I. GENERAL POLICY**

1. The Parks and Recreation Department is pleased to provide basketball leagues as a wholesome recreational activity. The game official and supervisors are the representatives of the Recreation Division and are responsible for the fulfillment of league policies. Your support as a member of the basketball league is greatly appreciated.

The Recreation Division will make decisions on any points not specifically covered in the rules; or to revise any rule that is impractical or, if the intent of the rule is being misused.

**II. GENERAL INFORMATION**

**REGISTRATION**

- A. Individuals are eligible to become members of the league when all required fees have been paid and all departmental forms have been completed. Incomplete forms will not be processed.
- B. Fees cover the cost of equipment, league information, scorekeepers, staffing, operational costs, and awards.
- C. Submit check or money order payable to the City of Encinitas or credit card number. Fees must be paid at the Community Center, 1140 Oakcrest Park Drive, Encinitas, (760) 943-2269.
- D. Once registration fees have been paid, no refunds will be given, unless the City cancels the league.
- E. Teams comprised of at least 51% Encinitas residents will be eligible for the resident discount upon team registration.

## **PLAYER ELIGIBILITY**

- A. All players must be 18 years of age. High school basketball players are not allowed to participate in City of Encinitas leagues during the same school year.
- B. Players may only play on one team in the City of Encinitas leagues. **Penalty:** Forfeit of all games played by the ineligible player(s) from the time the ineligibility occurred.
- C. All players must sign their registration form before participating in any scheduled game. A forfeit will be called if any team is found to be using a player that has not signed their registration form.

## **PLAYER ROSTER**

- A. Each team may carry a maximum of twelve (12) players and a minimum of five (5) players.
- B. A minimum of four (4) rostered or sub's must be present to start a game.
- C. Players may be added to the roster up to the fifth week. All players adding must report to the scorekeeper 15 minutes prior to game time and sign their registration form. The original team rosters will be at the gymnasium with the scorekeepers at all league games.
- D. Players transferring from one team to another must first get approval of the league captain. No transferring after the fourth week of play.
- E. Only players on the sub-list are eligible to sub for a team, and a sub may only play one game per night.
- F. A team may not use a player off the sub-list if the team already has five rostered members present.
- G. In the event that a team loses a rostered player, the captain must acquire a player from the sub-list to fill the vacant spot on a full-time basis.
- H. A team may only use two (2) subs during a regular season game and one sub during a play off or Championship game.

## **UNIFORM REQUIREMENTS**

- A. Non-marking tennis/basketball shoes required.

- B. Uniform jerseys, similar in color with printed numbers on the back and or front are required.
- A. GAME FORFEIT PROCEDURES (currently not in use because you pay the ref fees up front)
- B. If a team forfeits two (2) games in a season, the team will be dropped from the league.
- C. In the event of a double forfeit, both teams are responsible for paying their respective official's fees according to the above policy, \$25 on the spot or \$30 to the Recreation Office the next day. Both teams will also receive one loss.

### **PROTESTS**

- A. Judgment calls cannot be protested, i.e., fouls and violations.
- B. Protests regarding player eligibility must be submitted before the end of game.

### **PLAYOFFS**

- A. The top four teams in each league will make the playoffs.
- B. Playoff qualifiers and seeding will be determined by:
  - 1. Season Record
  - 2. Tie Breaker
    - a) Head to head record (if 2 teams are tied)
    - b) Total margin of victory in teams wins (if 3 or more teams are tied)
    - c) Coin Toss

### **RULES AND REGULATIONS**

- A. Official rules, as set forth by the California Interscholastic Federation (CIF) will be used with the exception of any local league rules.

#### **B. Local Rules: Pre-game**

- 1. There will be a four-minute grace period. At the scheduled time for the game, the clock will begin to run. If a team shows up late, but within the 4 minute grace period the game will begin with the remaining time left on the clock. If a team uses their grace period, they will receive no first half time outs.
- 2. A team must have a minimum of four eligible players present at game time in order to begin play.

3. Managers must fill out the score book with the player's first name, last name and uniform number, please make sure to denote the subs playing for your team weekly.
4. The official score book will be maintained by the scorekeeper. The score book is the official record of the game.

**C. Local Rules: During the Game**

1. Games will consist of two (2) twenty (20) minute halves, running clock with the exception of time outs and technical fouls. There will be regulation time, the last two (2) minutes of the second half. If the point spread is fifteen (15) points or greater, the clock will continue to run for the remainder of that half.
2. Individuals will not be disqualified for fouls, there is no fouling out. Upon a player's 5<sup>th</sup> personal foul and there after a technical foul will be issued. The technical foul will result in 2 shots and possession of the ball for the opposing team.
3. 10 second back court count is valid.
4. Play the release from the shooter on a free throw.
5. Overtime periods are two (3) minutes in length, with regulation time beginning at the 30 second mark. Time outs do not carry over, each team is awarded 1 time out per overtime period.
6. There will be a three-minute rest period between the halves.
7. **Time Outs:** Each team will receive four time outs per game. Time outs will be 45 seconds each. Two time outs per half maximum.
8. **No dunking will be allowed during the game or warm-ups.**

**Penalty:** A two shot technical foul will be called for each violation.

Hanging on the rim will not be allowed. If a player hangs on the rim during a game or in warm-ups:

**Penalty:** A two shot technical foul will be called for each violation.

9. No player will be allowed to participate when intoxicated.

## **REFEREES**

- A. Two referees will be scheduled per game.
- B. A game may be refereed by one referee in case of an emergency with the agreement of both managers.

## **MISCELLANEOUS INFORMATION**

- A. All jewelry must be removed. Wedding/religious bands may be exempted, but must be covered with athletic tape.

### **Penalty:**

- 1) 1<sup>st</sup> offense – jewelry removed, warning given.
- 2) 2<sup>nd</sup> offense and thereafter – technical foul.

- B. Awards will be given out to the League Champion.

## **III. PLAYER CONDUCT**

### **1. No Participant Shall Before, During, or After a Game:**

- A) At any time lay a hand upon, push, strike or threaten to strike an official.
- B) Use abusive verbal attacks upon any staff, official, player or spectator.
- C) Use physical attacks upon any staff, official, player or spectator.
- D) Use equipment in a dangerous manner.
- E) Participate in any game if that player has been determined to have been drinking alcoholic beverages.

Any violations of these rules will constitute player ejection from the game and possibly the gym. If ejected from the gym, player must leave the premises immediately within one minute or a forfeit will be called against the team.

### **2. AN EJECTED PLAYER IS INELIBIBLE TO PARTICIPATE UNTIL MEETING WITH THE LEAGUE DIRECTOR. IT IS THE MANAGER'S RESPONSIBILITY TO MAKE SURE THE PLAYER MEETS WITH THE LEAGUE DIRECTOR.**

**THE FOLLOWING ADDITIONAL ACTIONS MAY BE TAKEN:**

- A) If a player is ejected from a game twice in one season, the second ejection will result in removing the player's name from the team roster and from further competition for the remainder of the season or banned from further play in Encinitas Basketball Leagues. All decisions by the Community Services Department are final.
- B) Any player who physically abuses a player, official, spectator, site supervisor or league official will be banned from participation in adult sports within the City of Encinitas, and can be legally prosecuted for assault. Letter will be sent to directors of other leagues informing them of the incident.
- C) Any team guilty of badgering or threatening officials, a City of Encinitas employee or another player will be removed from the league and banned from further play in Encinitas basketball leagues. Letters will be sent.
- D) Any individual who verbally abuses (use of foul language, yelling, taunting, etc.) officials, a City of Encinitas employee, or another player will be suspended from play for a length of time as determined by the league director.
- E) Absolutely **NO ALCOHOLIC BEVERAGES** may be consumed at the community center, including parking lot, by players, coaches, or spectators (City Ordinance No. 90 19 Chapter 9.28.040.B). FORFEITURE of game could result if this occurs.
- F) Please remember this is a recreational activity intended for exercise and enjoyment. It is expected that all teams conduct themselves accordingly.

### **3. Technical Foul Rule**

- A) Anytime a player(s) on the court receives a technical foul; she must leave the game for a minimum of two (2) minutes. (do you guy's enforce this rule?)
- B) Technical fouls count as personal fouls and team fouls.
- C) Any player receiving two (2) technical fouls will be ejected from the game. (See rules on ejected players)
- D) Player(s) will not be allowed to hang on the rim. Player(s) who hang on the rim will be assessed a technical foul for each offense.
- E) Player(s) receiving 5 technical fouls in a season will be suspended from play for the remainder of that season.

## **IV. INCIDENT REPORTS AND INJURIES**

1. The Team Manager will notify the scorekeeper of all incidents and injuries before the manager leaves the gym. The manager and scorekeeper will complete an incident report, including team name, nature and location of injury.