



Charles County Department of Recreation, Parks & Tourism Women's Kickball Guidelines

I. THE LEAGUE:

- A. **Mission:** To enhance the quality of life of our residents and visitors by providing well rounded recreational and competitive sport programs focusing on building a sense of community and improving the overall quality of life for current and future generations.
- B. **Philosophy:** The Charles County Women's Kickball league is first and foremost a recreational sports league. The purpose of this league is to provide an opportunity for Charles County residents to participate in an organized sanctioned kickball league.
- C. **Administration:** The league will operate under the jurisdiction of the Charles County Department of Recreation, Parks and Tourism (all guidelines are subject to review and changes may be made at the discretion of the League Director). Items not specifically listed in these guidelines will be decided upon by the League Director, and any questions or discrepancies should be brought to the League Director's attention. All teams are registered in the ASA program; therefore, teams are sanctioned and all games will be officiated by registered ASA umpires.
- D. **League Format:** Regular season play will be a round robin format, whenever possible, teams will play double headers. A sponsor trophy will be awarded to the first place and second place finishers of the respective division/league

II. COACHES/MANAGERS:

- A. Each team must have a designated coach or manager who will be the team representative and will be responsible for the following:
 - 1. Be the liaison between League Director and team
 - 2. Attend all coaches/managers meetings. Ensure that phone numbers and addresses are current and valid at all times.
 - 3. Inform team members about all information pertaining to the league (rules, regulations, schedule, etc.)
 - 4. The conduct of players and team spectators
 - 5. Obtain and submit on time to office of League Director all league information required such as franchise fees, registration, rosters, etc.
 - 6. Reinforce the recreation philosophy to all players.
 - 7. Responsible for keeping team bench and surrounding area free of trash resulting from team members and team spectators (see Park Rules)
 - 8. Responsible for turning in scores by calling the Sports Office no later than 12 noon. the next business day. Scores can sent via email to: Robertmt@charlescountymd.gov.

III. TEAM MEMBERSHIP:

- A. A 20% administration fee is deducted for all refund requests 4 weeks prior to the league starting; a 50% refund if withdrawal requested 2 weeks prior to the league starting; no refund will be given inside of two weeks.
- B. Each team will be limited to a minimum of 15 players and a maximum of 20 players.
- C. Additions and/or deletions to the roster must be in writing and submitted to the League Director before player(s) are eligible to play in any game.
 - 1. Adding or dropping players must be done by using the current add/drop form. A verbal addition will not be accepted, nor will it be accepted at the game site.
- D. Out of County Players
 - 1. Non-residents of Charles County are welcome to participate, however, in circumstances where a division has reached a full capacity of teams, rosters with Charles County citizens may be given priority.

IV. PLAYER ELIGIBILITY: Players must be at least 18 years of age or older by the date of the first game

- A. Any team that knowingly or unknowingly plays a non-roster or illegal player will automatically forfeit all games in which the illegal player participated
- B. Each team is required to have every player on their roster show a picture ID before playing in their first game only.

V. EJECTIONS AND SUSPENSIONS:

- A. Consequences for suspensions/ejections will be decided by the Recreation, Parks, and Tourism office based upon a 3 Tier system. Anyone suspended may not attend any game or practice sites until their suspension has been fulfilled.
 - 1. Tier One: 2 Game Suspension
 - a) A Tier One offense may be issued to any player, parent, coach, or spectator who:
 - 1. Is ejected from a game or asked to leave a game or practice site by an official or Department of Recreation, Parks and Tourism staff member for harassment, obscene gestures or language, or any other unsportsmanlike behavior. The result of these actions may result in a 2 game suspension, effective immediately, starting with your teams next scheduled game.
 - 2. Any further ejections may result in suspension from the league.
 - 2. Tier Two: Suspension for Remainder of the Season
 - a) Players may be suspended from the league and all Department of Recreation, Parks, and Tourism programs for the remainder of the season.
 - b) A Tier Two offense may be issued at the discretion of the League Director to any player, coach, or spectator who:
 - 1. Committed multiple Tier One offenses within the same season.

2. Strike, shove, bump, trip, or threaten an official, player, coach, spectator, Recreation, Parks, and Tourism staff member or league official during or after a game on Charles County Community Center, Public School, or Park property.
3. Tier Three: 2 Year Suspension
 - a) Anyone involved in a Tier Three offense may be suspended from the league and all Department of Recreation, Parks, and Tourism programs for a minimum of two years.
 - b) A Tier Three offense may be issued, with discretion from the League Director to any player, parent, coach, spectator who:
 1. Commits multiple Tier One or Tier Two offenses within one year of previous offenses.
 2. Is involved in a severe incident that displays excessive or relentless disobedience of our mission, including but not limited to; harassment, fighting, or conduct with intent to harm an official, player, coach, spectator, Recreation, Parks, and Tourism staff member or league official during or after a game, on Charles County Community Center, Public School, or Park property.

VI. GAME RULES:

A. Technical Out

1. As a sanction against those teams or individuals whose behavior is unacceptable, but the umpire judges that ejection is too severe a penalty, the umpire may invoke a technical out against the offending team.
2. Offense: If the team kicking is guilty of unsportsmanlike conduct, the umpire may enforce an out against them. If this is the first or second out of the inning, the game continues with the kicker and the base runners being unaffected; an additional out is simply added to the team's total. If the technical out is the third out of the inning, the next inning will resume with the player who would have kicked had the out not been called.
3. Defense: if the team in the field is guilty of unsportsmanlike conduct, the umpire may invoke the technical out rule by giving them an out when they come to kick.
4. Two consecutive technical outs may not be assessed against the same team. At least one pitch must intervene. An ejection for any unsportsmanlike behavior must be accompanied by the charging of an out against the offending team.

B. Playing Field

1. The kickball diamond is a square with equal sides of 60 feet with a base at each corner
2. The pitching mound is in the center of the diamond, 42 feet from home plate and directly aligned with the 1st – 3rd base diagonal
3. The pitching circle extends 12 feet from the center of the pitching strip
4. The kicking box is a rectangle with the front of the box aligned with the front of home plate and is 14 feet wide by 8 feet deep

C. Regulation Games

1. All games will be seven (7) innings or no new inning after 60 minutes of play, whichever occurs first. A game can end in a tie, if tied and 60 minutes have expired.
2. All games will be played using a 1 and 1 count (one ball and one strike) for each player.
3. One extra inning is played if score is tied and time remains
4. A team failing to field the minimum number of players within **fifteen minutes** for teams first scheduled game that night be ruled a forfeit

5. If a team is winning after the top of the 7th inning and is set to kick in the bottom of the inning, the game ends and will be marked as a regulation game
6. A game that is called off by the umpire after four full innings of play shall be considered a regulation game. The game score at the end of the last full inning shall determine the winner. Regulation games called off that end in a tie shall be marked as a tie.
7. A game that is called off by the umpire for any reason before four full innings of play shall not be considered a regulation game and the rescheduled game will pick up exactly where the game left off. Same kicker (or substitute), same count, same number of outs, base runners, etc.
 - i. Second team listed on the schedule is home team and shall have the official scorebook. The scorebook should list each player's complete name.

D. Pitching and Fielding

1. Balls must be pitched underhand only. No side-arm pitching is allowed. No spinning of the pitch and no excessive speed. Legality of speed of pitch will be determined by the umpire.
 - i. A game may start and/or be played with a minimum of nine players. There will be an out taken in the missing player position. If a tenth player arrives after the start of a game, he/she shall kick in the tenth batting position.
2. All fielders must start play (including the pitcher) and remain behind the diagonal line until the ball is kicked. **The diagonal fielding line is 20 ft from home plate.** This line serves as a defensive limit line. Penalty – If you encroach the offensive team will be given the option of either the result of the play or first base. If the kicker is out as the result of the play, the kicker will receive first base.
3. The pitcher must start the act of pitching with at least one foot on or directly behind (no more than two [2] steps) the pitching strip when releasing the ball. The pitcher must remain in the circle until the ball is kicked. If the pitcher steps backward or sideways after releasing the ball, the pitcher must remain inside the circle until the ball is kicked.
4. The catcher must field behind the kicker and may not cross home plate or enter the kicking box until the ball is kicked. The catcher cannot stand on the side of the batter's box. The catcher may not interfere with the kicker.
5. A legal pitch is a ball that touches the ground at least twice and/or rolls before reaching the kicking box. A pitch rolled directly along the ground is considered to have bounced at least twice
6. A ball pitched higher than 12" at the plate will be ruled an illegal pitch and a ball if not kicked. If a kicker kicks the ball and an illegal pitch is called, the kicker must run and attempt to reach first base. If the kicker does not attempt to reach first base, the kicker will be considered out. If the kicker gets on and no one was put out, the play stands. If the kicker makes an out or kicked the ball foul or miss the ball or someone else was put out, all runners return to their last base and the kicker comes back in the box and the illegal pitch is called a ball and the kicker has an opportunity to kick again.

E. Kicking

1. All kicks must occur:
 - i. At or behind home plate – The kicker may step on home plate to kick; however, the planted foot cannot be completely out of the box.
 - ii. The kicker may line up outside of the kicking box
2. **Bunting is allowed.**

F. Running and Scoring

1. Runners must stay within the baseline. Any runner who travels outside the baseline to avoid being tagged is out.

2. Runners hindered by a fielder within the baseline, not making an active play for the ball (considered obstruction), shall be safe at the base to which they were running.
3. Neither leading of base, nor stealing a base is allowed. A runner may advance once the ball is kicked.
4. Hitting a runner's neck or head with a thrown ball is not allowed, except when the runner is sliding or ducking a throw. Any runner hit in the neck or head by a thrown ball is safe, and advances to the base they were running toward when the ball hits the runner.
5. Runners may tag-up after a kicked ball is touched by the defense to advance to the next base.
6. All ties will go to the runner. Runners traveling from home plate may overrun first base. If the runner makes an attempt to second, they can be tagged out.
7. Two (2) bases will be rewarded to the runner on an overthrow into the out-of-play area. The award shall be governed by the position of the runner when the ball left the fielder's hand. The ball is live until it is secured by the pitcher in the pitching circle. A ball that goes out-of-play is considered a dead ball.
8. Running past another runner is not allowed. The passing runner is out and the ball stays alive.
9. A run scores when a runner touches home plate before the third out is made, EXCEPT that no run can score when the third out is made during a force play situation, or when the kicker is put out before touching first base.
10. Any team ahead by twenty (20) or more runs after four (4) innings and ten (10) or more runs after the fifth inning or any complete inning, thereafter, shall be declared the winner.
11. **Flip/Flop rule will be used for all leagues** - In the inning when the Run Rule for that particular program is exceeded (after the second inning) and the home team is losing, the home team will remain at bat and become the visiting team. If the new visiting team does not score enough runs to reduce the run difference below the Run Rule the game is over. If they reduce the run difference to below the Run Rule, then the new home team will bat. If they subsequently score enough runs to exceed the Run Rule the game will be over; if they do not the Game will continue under that format. If the situation reverses, the teams would flip/flop again.
12. Interference is any act by an offensive player or team member that impedes, hinders or confuses a defensive player attempting to execute a play. Contact is not necessary. Any time there is interference called by the umpire, the ball is dead immediately, the interfering entity is called out and all runners return to the last base occupied at the time the interference occurred. Obstruction is an act by the defense which impedes, hinders or confuses an offensive player. The umpire will call obstruction but the ball stays alive and the umpire will put runners where they belong when the play ends. No runner can be called out between the bases where obstruction occurred.
13. **Women's League has a cap of 7 runs per inning. After a team scores 7 runs the inning will end and the team who was fielding now comes up to kick.**

G. Strikes

1. A strike is:
 - i. A pitch that is not kicked and that enters any part of the strike zone.
 - ii. An attempted kick missed by the kicker inside or outside the strike zone
2. The strike zone is one (1) foot inside and one (1) foot outside of the plate and one (1) foot high. The umpire will determine balls and strikes
3. A count of three (3) strikes is an out
4. Foul balls count as strikes
 - i. A foul ball is:
 1. A kicked ball landing in foul territory

2. A kicked ball landing in fair territory, but touching foul territory on its own at any time before reaching first or third base
3. A kick made on or above the knee
4. A kicked ball kicked outside of the kicking box

H. Outs

1. A count of three (3) outs by a team completes the team's half of the inning
2. An out is:
 - i. Three (3) strikes or fouling with two (2) strikes
 - ii. Any kicked ball (fair or foul) that is caught by a fielder
 - iii. A ball thrown to fielder touching a base that beats the runner who is forced to run
 - iv. Any time a runner is not in contact with a base and comes in contact with a ball below the neck, the runner is out. If a runner is contacted by a kicked ball and prevents the defense from making a play on the ball, this is considered interference and the runner is out. Base runners return to last occupied base at the time of interference.
 - v. A runner touched by the ball while not on base and the ball is in play
 - vi. A runner off base when the ball is kicked
 - vii. Any kicker that does not kick in the proper kicking line up. This is an appeal play. Appeals need to be made for the next pitch
 - viii. A runner that passes another runner
 - ix. A runner outside of the baseline avoiding a tag
 - x. A runner who misses a base (appeal play)
 - xi. A runner who fails to properly tag up on a caught ball (appeal play)

I. Dead Balls

1. Once the pitcher has the ball in control and retains possession in the pitcher's circle, the play ends. Runners more than halfway to the next base when the play ends will be allowed to advance to that base

Tie-Breaker Procedures

2. Tie-breaker procedures will only be used if teams are tied in regular season standings
 - i. Win/loss record in head to head competition
 - ii. Run differential in head to head competition
 - iii. Points allowed in Head to Head competition

VII. Equipment:

- A. Official game balls are VOIT Enduro 8 ½ inch CS3 Kickballs (Tuesday night) and VOIT 10 inch Playground ball (Wednesday night). Two game balls will be supplied to each team by the Department of Recreation, Parks and Tourism, Parks & Ground Division
- B. Players must wear athletic shoes; rubber cleats are allowed. Metal cleats are prohibited.

VIII. League Regulations:

A. Refund. Teams that pay their franchise fee and drop prior to the league starting date will be assessed a \$100.00 fee. Teams that drop after the league starting date are not eligible for a refund.

B. Forfeiture:

1. **Teams that forfeit two consecutive weeks, could be dropped from the league.**
2. Any team using an ineligible player or using a player under an assumed name will automatically forfeit all games in which the illegal player participated. Any player guilty of this infraction will be suspended.
3. Any repeat infraction of the above rule will result in that team being dropped from the league and all scheduled games not played will be forfeited to the opponents.

C. Protests:

1. Rule interpretations and player eligibility are the only grounds for protest. Protests must be submitted at the time of the incident and before play resumes. If the referee's decision is not accepted, the coach must immediately notify the Facility Attendant of their intention to protest. The protest will be logged in the official score book.
2. Formal protests (including player eligibility) must be submitted in writing to the Recreation Office within two working days of the incident. A \$100 fee will be applied.

D. Tie Break Procedures: The tie break procedures will only be used if teams are tied in regular season standings, and will be as follows:

1. Won/Loss record in head to head competition.
2. Point differential in head to head competition.
3. Point differential against entire league.
4. If possible and necessary, a playoff game will be held.

E. Awards: The regular season champion will receive a sponsor trophy. The tournament runner up will receive a sponsor trophy. The winning head coach of the tournament may pick one of three awards options:

The Tournament Champion will have the option of choosing one of the following:

1. Sponsor trophy or medals for players.
2. Championship shirts w/numbers and names on the back.
3. \$150 discount off the next league the team registers for.

F. Choice of awards must be made immediately following the championship game. Player name verification is required immediately following the game for all awards. Shirt sizes and numbers are required if the shirt option is selected.

IX. CANCELLATION AND GAME RESCHEDULING PROCEDURES:

- A. Charles County Recreation utilizes the Charles County Citizen Notification System (CNS) to provide updates on program or facility cancellations and closures due to inclement weather. Sign up to receive free text messages or emails at www.charlescountymd.gov/switching-alert-systems. Notifications will also be uploaded onto the Department of Recreation, Parks, and Tourism Facebook feed.
- B. In case of inclement weather, each park field will be evaluated individually as to playing conditions. Please remember that our parks are located in different areas of the county and that cancellation at one park does not necessarily mean that we are cancelling elsewhere.
- C. For information **after 4:00 p.m.**, you can still call the park where your game is scheduled directly. A recording will announce which fields are canceled. White Plains Park office number is 301-645-2617 and Laurel Springs Park office number is 301-934-2541.
- D. Cancellations at the last minute or at game time will be handled by park staff at the field.
- E. All games to be rescheduled will be done by the League Director, and may be scheduled on various nights. Schedules will remain the same, only rainouts will be rescheduled. Coaches are responsible for checking the Department of Recreation, Parks & Tourism website at www.charlescountyparks.com (Outdoor Sports/Adult Co-Ed Kickball/Make-up Games) for all rescheduled game dates.
- F. Lighting: Criteria for suspension and resumption of play:
 - 1. A 30-second or less flash-to-bang count calls for removal of all players from playing area.
 - 2. Once play has been suspended, wait at least 15 minutes after the last flash of lighting is witnessed or thunder is heard prior to resuming play.

CONCUSSION FACT SHEET

WHAT IS A CONCUSSION?

A concussion is an injury that changes how the cells in the brain normally work. A concussion is caused by a blow to the head or body that causes the brain to move rapidly inside the skull. Even a “ding”, “getting your bell rung”, or what seems to be a mild bump or blow to the head can be serious.

Concussions can also result from a fall or from players colliding with each other or with obstacles, such as a goalpost, even if they do not directly hit their head.

The potential for concussions is the greatest in athletic environments where collisions are common. Concussions can occur, however, in any organized or unorganized sport or recreational activity. As many as 3.8 million sports and recreation-related concussions occur in the United States each year.

WHAT ARE THE SIGNS AND SYMPTOMS OF A CONCUSSION?

If your child has experienced a bump or blow to the head during a game or practice, look for any of the following signs and symptoms of a concussion:

Signs Observed by Parents or Guardians

- Appears dazed or stunned
- Is confused about assignment or position
- Forgets an instruction
- Is unsure of game, score, or opponent
- Moves clumsily
- Answers questions slowly
- Loses consciousness (even briefly)
- Shows behavior or personality changes
- Cannot recall events prior to hit or fall
- Cannot recall events after hit or fall

Symptoms Reported by Athlete

- Headache or “pressure” in head
- Nausea or vomiting
- Balance problems or dizziness
- Double or blurry vision
- Sensitivity to light
- Sensitivity to noise
- Feeling sluggish, hazy, foggy, or groggy
- Concentration or memory problems
- Confusion
- Does not “feel right”

HOW CAN YOU HELP YOUR CHILD PREVENT A CONCUSSION?

Every sport is different, but there are steps your children can take to protect themselves from concussion

- Ensure that they follow their coach’s rules for safety and the rules of the sport
- Encourage them to practice good sportsmanship at all times
- Make sure they wear the right protective equipment for their activity. Protective equipment should fit properly, be well maintained, and be worn consistently and correctly

- Learn the signs and symptoms of concussion.

WHAT SHOULD YOU DO IF YOU THINK YOUR CHILD HAS A CONCUSSION?

- **Seek medical attention right away**
 - A health care professional will be able to decide how serious the concussion is and when it is safe for your child to return to sports
- **Keep your child out of play**
 - Concussions take time to heal. Don't let your child return to play until a health care professional says it's ok. Children who return to play too soon – while the brain is still healing – risk a greater chance of having a second concussion. Second or later concussions can be very serious. They can cause permanent brain damage, affecting your child for a lifetime.
- **Tell your child's coach about any recent concussion**
 - Coaches should know if your child had a recent concussion in ANY sport. Your child's coach may not know about a concussion your child received in another sport or activity unless you tell the coach.

Remember, you can't always see a concussion and some athletes may not experience and/or report symptoms until hours or days after the injury. It's better to miss one game than the whole season.

For more detailed information on concussion and traumatic brain injury, visit: <http://www.cdc.gov/injury>