



Mater Dolorosa School CYO Basketball Rules

Mater Dolorosa School CYO is a program of Our Lady of the Cross Parish, Holyoke, MA. It operates in conjunction with the Western Mass CYO, and operates under all Western Mass CYO Rules. These rules are to highlight important topics and rules of Western Mass CYO, as well as impose additional rules. In the event that Western Mass CYO makes an adjustment to their rules and it is in conflict with any of the attached rules, the Western Mass CYO Rules prevails.

CORI Reports

- All coaches, assistant coaches, coordinators, and advisory committee members must have valid CORI Reports on file with Mater Dolorosa School, Our Lady of the Cross Parish, or Western Mass CYO.
- CORI reports are good for a maximum of three years.
- The CORI must be run through Mater Dolorosa School, Our Lady of the Cross Parish, or Western Mass CYO to be valid.
- While some individuals are required to have a CORI report on file for work or another group, that CORI is not valid here, because Mater Dolorosa School, Our Lady of the Cross Parish, and/or Western Mass CYO does not have access to those reports.

Rule of Three

- While Mater Dolorosa School CYO Basketball has the utmost confidence in our coaches and other volunteers, we are mandating that the Western Mass CYO's Rule of Three be followed at all times.
- No player or minor child is to be left alone in the gym or facility for any reason.
- No adult or coach should be alone with any player/minor, who is not a family member.
- There must always be at least three people present.
- The three can be composed of:
 - o 1 coach & 2 players / minors
 - o 1 coach, 1 player / minor, & another adult (can be a coach, parent, coordinator, or advisory committee member).
- There must be at least 1 adult with a valid CORI Report on file with Our Lady of the Cross Parish, Mater Dolorosa School, or Western Mass CYO in the building at all times when players/minors are present.

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Team Size

- While MD School CYO follows the rules of a minimum of 8 players on a roster, and a maximum of 15; we strive to keep the team sizes at a more manageable size of 10 to 12 players.
- In the event that a team size is out of the 8 to 12 player range, the coaches and parents will be notified and will be asked to help locate additional players and coaches to facilitate the ability to field appropriate teams.
- MD School CYO will do everything possible to assure that all children who wish to play have a team to play on. If we are unable to field a team, or we have late entries that are over the 15 player cap and we cannot field an additional team, then MD School CYO will work with other programs to find the player a place to play.

Playing Up

- Western Mass CYO rules allow for players, with the ability, to play on a team above their grade level.
- The difference in the level of play between 2nd grade division and 3rd & 4th grade division may or may not be much different, and parents may choose to have their child play up.
- The level of play is typically a very pronounced difference of level of play between 3rd& 4th grade division and 5th&6th grade division, and 5th&6th grade division and 7th&8th grade division; therefore it is MD School CYO's recommendation that the players in these age groups play on their age appropriate team.
- If a parent still wishes their child to play up, they may be able to play up if the following criteria apply:
 - o No decisions on playing up will be made until after the registration process is complete; therefore the player should be registered and the registration fee paid in full before the close of registration.
 - o The age appropriate team must have the minimum number of players required to field a team, not counting the player in question. If age appropriate team is under the minimum limit, then the player will not be allowed to play up.
 - o If the team the player wishes to move up to has less than 10 players, the player will be allowed to play up with the coaches' approval.
 - o If the player count on the new team is over 10, the request to play up requires both the coaches and Coordinator's approval prior to playing up.
 - o Parents should note that a younger player choosing to play up may receive less playing time than the age appropriate players on the team.

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Player Eligibility

- All age appropriate children attending Mater Dolorosa School, children who are Our Lady of the Cross parishioners or family members of parishioners, or children attending Our Lady of the Cross CCD program are eligible to play basketball for the MD School CYO.
- In addition, any player who has played on a MD School CYO team in the prior season is allowed to continue playing for MD School CYO even if they do not meet the eligibility requirement above, as long as the exception is not in conflict with Western Mass CYO rules.
- The Coordinator, especially in the case of small teams, may make exceptions to the above rules, as long as the exception is not in conflict with Western Mass CYO rules.
- In accordance with Western Mass CYO rules, no player may play on more than one Western Mass CYO team. Players are not prohibited from playing basketball in other leagues.
- Any questions about eligibility should be addressed to the Coordinator or Co-Coordinator.

Returning of Registration Fee

- If a player quits or leaves the program prior to the jamboree, as long as the uniform is returned, they may have their fee returned.
- If a player quits or leaves the program after the jamboree, the fee will not be returned. The uniform must still be returned as outlined in the Uniform Policy.
- If there are extenuating circumstances, the parents of the player should contact the Coordinator, and the Coordinator and Pastor will make a final decision.

Practice

- Practices are an important part of being a team. Therefore it is important for players to be at practice, regardless of their skill level.
- Practice times are assigned by the coordinator and a team may only practice at their assigned times; no other times may be used without the approval of the Coordinator.
- If a player misses all of the team's practices in a given week, unless there are extenuating circumstances, it may impact their playing time at the coach's discretion.
- Missing practice due to another sport or for practice or games on another basketball team is not extenuating circumstance.
- All players on a team must be treated equally in regards to missed practices.
- One of the team's coaches is required to arrive a minimum of 15 minutes prior to the start of any practice. That coach should staff the entry to open the door for their players.
- No player is to be dropped off for a practice more than 10 minutes prior to practice.
- If the parent or guardian is "dropping off at the curb," they should wait until their team's coach opens the door and signals for the parents to leave.
- During practices the door(s) to outside should never be propped open for any reason.
- Players should remain in the lobby until their practice starts so as not to disturb other teams that are practicing.
- Parents/guardians are allowed to watch any or all of their players' practices. At no time will practice ever be closed to parents/guardians.
- Parents should be respectful of the practice and not interfere in any way.

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- After practice pick-up should be made as close to the end of practice as possible. A coach for the team must remain until all of their players are picked up.
- Siblings or friends are not allowed to stay before or after their practices without adult supervision. Coaches for the team(s) practicing need to concentrate on their players on the court, not on supervising other minors.
- Players of any age are not to be left in the gym without adult supervision. Coaches are responsible for their team and should not have to monitor other children in the gym.
- If there is no other team waiting to practice, or your team is the last practice of the day, the coach is responsible to secure the gym, secure the balls in the bin, and turn off all lights in gym and social center.

Game Schedule

- Game schedules should be available the end of November/beginning of December, and will be provided to the players and families.
- In the event they are delayed you will be provided a tentative home schedule until the schedule is available.
- Games will start on Friday, December 2, 2016 and will end on Sunday, February 19, 2017.
- This year when you receive the game schedule, only the first few weeks of the season will have been scheduled. This is to allow for adjusts in divisions.
- We will also provide a tentative home game schedule for the balance of the season also; please note this schedule is subject to change, and away games can/will be added also.
- Please also note the Catholic Schools Tournament is tentatively scheduled for Martin Luther King Weekend, January 13 – 16th; so even though no games will show on that weekend, games will be added.
- Double Headers/Two Games in the same day are allowed in Western Mass CYO.
- Coaches should review their schedule as soon as they receive it and notify the Coordinator if there are any issues.
 - o If a game has to be cancelled or rescheduled, please notify the Coordinator ASAP.
 - o Do not wait until the week before; the more notice you give, the better chance game can be rescheduled.
- Per Western Mass CYO, if a game is cancelled less than 48 hours before game time, for reasons other than inclement weather, the away team is held responsible for part of or all of the referees' fees for the game.
 - o Individual MD School CYO teams will be held responsible for any fee incurred due to game cancellation, unless there are extenuating circumstances.

Playing Time

- Mater Dolorosa School CYO requires that all players must play a minimum of 4:00 minutes per half of the game.
- The only exception is if the player is being disciplined for inappropriate behavior, for breaking rules, or missing practice(s). See the Practice & Player Discipline sections for more information.

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Games

- Young players, especially on the 2nd Grade team(s), or 3rd & 4th Grade team(s), may not be dropped off at the door unless one of their coaches or another responsible adult is willing to supervise.
- Coaches of other teams, Coordinators, and Gym Supervisors have other rolls to fill during the day and are not responsible for supervising young unattended children.
- Players should arrive at the gym a minimum of 15 minutes before game time; longer if required by their coach(es).
- If a player is unable to make a game, please make sure you let your coach know as soon as possible; this very important to teams' with a small roster.
- If we have to cancel a game for lack of players we are required to notify the other team ASAP. Per Western Mass CYO, if a game is cancelled less than 48 hours before game time, for reasons other than inclement weather, the away team is held responsible for part of or all of the referees' fees for the game. Individual MD School CYO teams will be held responsible for any fee incurred due to game cancellation, unless there are extenuating circumstances.
- From time to time a gym may request a game start earlier than scheduled start time. According to Western Mass CYO rules, this is up to the head coach. If all team members have not arrived or they have not had time to warm-up, then the coach is not obligated to start early.
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Inclement Weather

- In the regards to practices, if Mater Dolorosa School is cancelled because of inclement weather, then practices are cancelled for that day also.
 - o Coaches should contact their players to notify them of the cancelled practice.
 - o If the inclement weather is over, the coach may contact the Coordinator and request to reinstate practice.
 - o It will be the Coordinator and Pastor's decision if practices may resume.
- In regards to games, if Western Mass CYO cancels the league for the day, then all Mater Dolorosa School CYO home & away games are cancelled.
 - o The Coordinator will contact the coaches, and coaches will contact their team to advise of the notification.
 - o Parents can sign up to be notified of Western Mass CYO cancellations on the Western Mass CYO website (www.wmcyo.org).
 - o Please note that some away gyms do not close when the WM CYO cancels. It is Mater Dolorosa School CYO policy that we do not play when the league cancels, unless Western Mass CYO reinstates game(s).

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Service Hours & Volunteering

- Every family is responsible to help staff the admission and concession stand during the year; the funds from this cover the costs of referees and other gym related expenses.
- These service hours to Mater Dolorosa School CYO are additional to those required by Mater Dolorosa School. Even if your family's 10 hours of service for the school are complete, you are required to serve for the MD School CYO.
- MD School CYO service hours do count towards Mater Dolorosa School Service hours. If you need service hours, please make sure you fill out the time you have worked on the Service Hours Form.
 - o The form can be found at either the concession stand or admission table.
- Each team is responsible for producing a schedule for their own team or find volunteers to cover their appointed times.
- Failure to have the necessary volunteers can result in delay or cancellation of game(s)
- From time to time the appointed volunteers may arrive to find that there are student or parent volunteers covering them. If this is the case, they should please see the Coordinator or the person in-charge of the gym for that day. There may be other places we can use the additional volunteers.
- Any student or parent wishing to volunteer for service hours for any other required service hours is welcome.
 - o This service should be scheduled through the Coordinator or Service Hours Advisor prior to arrival.
 - o Space for student volunteers is limited.
 - o Mater Dolorosa School CYO will sign or fill out any necessary service hour forms for outside groups/programs; however it is the individuals' responsibility to confirm that hours qualify with their group/program.

Conduct/ Sportsmanship

- All players, parents, and fans associated with Mater Dolorosa School CYO or that are in attendance at a CYO event are expected to conduct themselves in an appropriate manor and display good sportsmanship.
- Failure can/will result in game delay/stoppage, removal of the individual or group on a temporary or permanent basis.
- Inappropriate behavior includes but is not limited to: profanity, overly aggressive behavior, offensive comments & gestures, lewd comments, or conduct.

Team Rules

- Each team may impose their own set of rules in regards to practice and team operations.
- Players should be given a copy of the team rules in writing.
- Team rules cannot be in conflict with any MD School CYO Rules or Western Mass CYO Rules.

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Uniform Policy

- Mater Dolorosa School CYO Basketballs colors are royal blue and white, with royal blue being the predominate color.
- The current uniforms are reversible royal blue with white trim & numbers, and the reverse is white with royal blue trim and numbers.
- By default, Mater Dolorosa School CYO Basketball teams should wear the royal blue side to all games, both home and away.
 - o At home games, in the event that the visiting team is also in blue, then as per Western Mass CYO rules, the home team must switch colors or wear “pennies”; therefore we will switch to white. Only jerseys must be switched; however, at the coach’s discretion, shorts may also be switched.
 - o At away games, per Western Mass CYO rules, the home team must change their color or wear “pennies”; however, in the spirit of sportsmanship, at the coach’s discretion the MD School CYO team may switch to white if the home team does not have reversible jerseys.
- A parent or guardian must be present when uniforms are issued and will be required to sign for the uniform.
- Uniforms must be returned at the end of the season.
 - o Any lost, severely damaged, or not returned uniforms will be charged a \$75.00 fee.
 - o If the uniform is lost mid-season, the fee must be paid prior to a new uniform being issued, if available. If the “lost” uniform is found and returned at or prior to the end of the season, the fee will be returned.
 - o Failure to return the uniform or payment of the fee will result in the inability to play in future seasons and other penalties, including notifying Mater Dolorosa School if the player is enrolled.
- Uniform swapping or changing amongst players is prohibited, especially in the case of a lost or missing uniform.
 - o Players caught by MD School CYO may face disciplinary action.
 - o If players are caught during an active game, it is possible for the team to receive on court penalties (technical fouls) and face potential forfeiture of the game(s) when swapping of uniforms occurred.

Technical Fouls

- If a technical foul is issued against a player, coach, or fan of MD School CYO, the head coach should notify the coordinator within 24 hours, so the incident can be reviewed and any appropriate additional action taken.
- MD School CYO supports the Western Mass CYO rule that any player or coach who receives two technical fouls is not only suspended for the remainder of the game, but they are to be suspended until after the next game.

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Player Discipline

- The main goal is for players to play basketball; therefore it is our hope that all players will play with the best sportsmanship possible, and that discipline can be kept to a minimum.
- In the event that a player breaks team, MD School CYO, or Western Mass CYO rules, the player may be disciplined by the coach, MD School CYO, and/or Western Mass CYO.
- If the player attends Mater Dolorosa School, then it is possible that the school may also issue discipline for MD School CYO infractions
- MD School CYO will uphold any discipline issued by MD School that relates to school programming and MD School CYO.
- Discipline can be in the form of benching for the remainder of a game, to temporary or permanent suspension from playing Western Mass CYO basketball.
- During a game, at the coach's discretion the player may be benched for part of/or the remainder of the game for cause.
 - o If a player is benched during the game, after the game the player's parents should be informed of the reason.
 - o The Coordinator should also be informed by the coach.
- If the player's actions warrants a longer punishment or suspension, the player's parent(s) and Coordinator should be informed before the discipline is issued.
- If the punishment is being benched for a future game, the player is expected to still practice regularly and attend the game in uniform.
 - o If the player is not at the game, the benching will be served at the next game.
 - o Failure to attend, unless approved by the head coach of the team and Coordinator, can result in additional discipline.
- If a player is suspended, they may not attend practice, dress in uniform on game day, or participate with the team in any manner during their suspension.
 - o All suspensions must be reviewed by the Coordinator prior to issuance.
- Suspension issued by Western Mass CYO cannot be overridden by MD School CYO or a coach. It may be appealed to the Western Mass CYO; please see their rules for appeal process.

Building Access

- At the beginning of the season each head coach, and select of volunteers, will be issued a key to access the kitchen door of the Pope St. John Paul II Social Center, and another key to unlock the ball bin(s).
- All keys are to be returned to the Coordinator at the end of the season, unless the Pastor of Our Lady of the Cross approves otherwise.
- In the event that keys are lost or misplaced the Coordinator should be notified immediately.
- If the keys are not found, within a reasonable amount of time, the coach/volunteer who lost the keys may be held responsible for any fees incurred by Our Lady of the Cross Parish, MD School, or MD School CYO as a result of changing locks.

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Building Use / Security / Air Conditioning

- The Pope St. John Paul II Social Center is only to be used at the assigned times that are scheduled and approved by the Coordinator.
- If a coach or volunteer wishes to use the building at time, other than their appointed times, then they must check with the Coordinator prior to using.
- Coaches and volunteers with keys are to enter via the kitchen door, and must make sure the door closes and it locked behind them.
- When turning on lights, especially in the gym and meeting room, please only turn on only the lights that are necessary.
- In regards to the additional/secondary hoops, unless you plan on using them, or another coach has requested you to, please do not lower them.
 - o When lowering them please make sure that the drill is turning the correct way. If any of the hoops are wound wrong please notify the coordinator immediately.
 - o Once the hoops are lowered leave them down for the week, they will be raised as part of gym set-up prior to the next game.
 - o When the hoops are put up please pay attention. If the hoop is put up too far the frame can be damaged. Also please make sure the drill is turning the correct way, if not the can end up wound the wrong way.
- In general the heat/air conditioning is not on the in gym or meeting room, if needed there a manual override buttons to turn it on, but please use them sparingly.
 - o Please note that if the gym is “hot” during the heating season pressing the button will not turn on the air conditioning. The same is true in reverse during the summer, if the gym is “cold” pressing the button will not turn on the heat.
 - o Once the manual override is pressed the heat/air conditioning will run for three plus hours, or until the thermostat reaches the programed temperature.
 - o If the building is only being used for a short period of time, especially if you are the only group using it, please do not turn it on, unless absolutely necessary.
 - o If it is the end of the day/night please do not turn in on, unless absolutely necessary.
- At no time during practices should any door to the outside be propped open.
- If there is no other team waiting to practice, or your team is the last practice of the day, the coach is responsible to secure the gym, secure the balls in the bin, and turn off all lights in gym and social center.
- If there are any problems with equipment, including a door that will not lock, the Coordinator should be contacted prior to leaving the building.
 - o If a door will not lock or stay shut then a coach or volunteer in charge must stay in the building until the Coordinator, Pastor, or a maintenance person arrives. The building cannot be left unsecured.
 - o In the event of an emergency if the Coordinator cannot be reached, then contact the Our Lady of the Cross Pastor at the Friary.

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Issues

- If there is a team related issue, the parent/party should first contact the team's head coach. If the issue is not resolved, then the parent or coach should contact the Coordinator or Co-Coordinator.
- If there is an issue with a Coach or other MD School CYO volunteer, the parent/party should contact the Coordinator or Co-Coordinator.
- If there is an issue with the Coordinator, the parent/party should contact the pastor of Our Lady of the Cross Parish.
- If there are issues at any away games with away teams, parents or volunteers the Coordinator should be contacted ASAP, certainly within 24 hours.

Other Rules

- Any rule or regulation not specifically stated will be left to the discretion of MD School CYO in accordance with the Mater Dolorosa School CYO Governance document.
- Other rules may not be in conflict with any Western Mass CYO Rules.

The Mater Dolorosa School CYO Basketball Rules, version 2016.1.0 has been approved by the Coordinator of Mater Dolorosa School CYO, Edward J Godek, III and reviewed by the Pastor of Our Lady of the Cross Parish, Fr. Albert Scherer, OFM Conv. on October 19, 2016