

**HORSEHEADS GIRLS SOFTBALL ASSOCIATION, INC.**  
**LEAGUE ADMINISTRATIVE POLICIES AND RULES**  
**APPLIED TO ALL DIVISIONS**

Revised April 2011 - REG

ALL RULES IN THE ASA RULEBOOK (FAST PITCH) WILL BE FOLLOWED WITH THE FOLLOWING ADDITIONS OR EXCEPTIONS:

**League Administrative Policies And Rules Applied To All Divisions**

**Team Management:**

1. Each team may have Manager and up to four Coaches; total of five. Every team must have at least one female coach or manager; who must be present at all games & practices. Team mother may substitute. (Arrange for substitute from another team if female to be absent) A mother of a player may sub in emergency situations. Male managers must be 21 years of age or older; male assistants must be 19 years of age or older by May 1st. Female managers must be 18 years of age or older.
2. TWO ADULTS (18 or older/1female) – MANAGER, COACH, TEAM MOTHER MUST BE PRESENT AT PRACTICE AND AT GAMES. (arrange for sub from your team or the other team if to be absent) IF NOT AT GAME – WILL BE FORFEITED TO THE OTHER TEAM. (if injury occurs, 2<sup>nd</sup> adult stays with team if transport is required).
3. No one except team members, Managers, Assistants, Team Mother will be allowed in the dugout during a game.
4. All Managers, Coaches and Team Moms are required to fill out a HGSA Volunteer Form Annually and are subject to background checks. The HGSA reserves the right to ban any volunteer from their assistance for any reason.

**Apparel:**

5. All teams will wear approved **unaltered** uniforms **with Sponsors Named visor or tee-shirt depending on age group**. Visors, if supplied, must be worn with visor forward. **League supplied jerseys or tee shirts may not be cut, ripped or re-designed**. Players will be charged for replacement of altered tee shirts or jerseys. **All Jerseys must be tucked in**. All hair must be pulled back for safety reasons. A verbal warning (for out of uniform) will be given; if not remedied players sit on the bench and do not play. If a team does not have enough players in uniform (with visors if supplied) the team forfeits. (revised March 4<sup>th</sup>, 2011 - REG)
6. Jackets or sweatshirts may be worn over uniforms in inclement weather. Hoods to be tucked in. **LONG YELLOW SLEEVES MAY NOT BE WORN BY PITCHER**.
7. Batting helmet must be worn in on-deck circle, while at bat, and while on base paths. Players coaching bases must wear helmets. All girls are required to use chinstraps on face-masked helmets. Structurally sound helmets and facemasks can be used even if they do not have NOC-SAE STD. label.
8. Catchers must wear helmet, mask, and throat protector. It is mandatory shin guards and chest protector be worn. This applies to players warming up the pitcher.
9. Metal spikes are prohibited. No bare feet.
10. The girls will wear NO JEWELRY except medical notices. Flat plastic sports earrings may be worn.

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**Game Rules:**

11. ALL GAMES will be played with the 2002 RE-ENTRY RULE; subs may re-enter (Unlimited Substitution).
12. All available players must bat. At the start of the game all Batters are locked into their batting position. If a player is late for any reason, she is added to the bottom of the batting order.
13. A designated hitter cannot be used.
14. Maximum playing time is 2 hours and no minutes. No new inning may start after 1 hour and 45 minutes, a new inning starts at time of last out. Game will be called after allotted time of 2 hours. If an inning not completed the score reverts to that of the last full inning. Umpire has the discretion to allow extra time if they believe a team is stalling. **Games stopped by time limit are official no matter how many innings have been completed.** If league tournament, the 2-hr. limit is waived and the inning in progress is completed.

**Player Eligibility:**

15. Refer to "Eligibility Rule" for attendance or disciplinary problems. Disciplinary problems should be logged by the coach and reported to the commissioner.
16. Players arriving later than 15 minutes after start of game will not be allowed to play in the game (by umpires time); unless approved by both managers prior to the game or due to school (**or other legitimate**) function. However, late players are still required to wear league uniforms. Clarification: Any player may arrive at anytime during a game if deemed to be coming from a school function.
17. If team has a player injured or has to leave permanently for any reason, no out will be recorded for the missing player. If the injury or absence is temporary an out will be recorded until the player returns or the absence is declared permanent. Players are locked into their original batting positions.

**Game Forfeit, Schedule Change or Suspension:**

18. Forfeit time will be 15 minutes after scheduled game time (unless delay due to multiple game schedule or weather). Get your players there early. **No on-field warm-ups on weekends.**
19. The only reason for canceling a game will be acts of nature. A Board Member or designated person will check field for play. If field deemed not playable, they will notify managers and the managers will notify the players. Managers and players will be notified before game time if possible.
20. A game called on account of weather must be rescheduled with 48 hours notice to both teams. League Scheduler reschedules all games; League scheduler arranges for umpires (if appropriate).
21. The only person that can legally terminate an in-process game is the acting umpire, if a manager refuses to play for any reason/or leaves the field with their team while the game is in progress, the game will be forfeited (timing up to the umpire).
22. **Any incomplete game will be considered "suspended" and therefore, when rescheduled, will resume play at the exact point it was discontinued. At the same number of: innings, outs, runners on base & batter-count. Any new player that's available will be added to the end of the original batting order, per rule 16. Any unavailable player for the reschedule will be skipped, per rule 17. No direct substitutions are allowed into the batting order. If an unavailable player**

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**was on a base or in an active at bat when the game was suspended, then that player will be replaced by the last out to complete the resumed inning.** (Added April 20, 2009, by umpire's association. – REG)

**General Rules:**

23. NO SMOKING is allowed in dugout or on the playing field during a game or practice.
24. The girls must stay in dugouts when not playing. The restrooms may be used with the permission of the manager, without holding up the game. Players should eat before or after the game.
25. **All teams are responsible for cleaning up their dugouts & bleacher areas.**
26. All protests must be handed into the President with \$10.00. Verbal protests to be submitted within 24 hours and written protests within 48 hours. The President will turn protest over to an appointed Protest Committee. If the committee finds protest valid, the \$10.00 is returned to team. If the protest is found invalid, the \$10.00 is kept and considered league donation. Decision will be made within one week of the date on the protest.
27. Point system will be used for league standings as follows: One (1) point for each win, one-half (1/2) for each regulation tie, and zero (0) for loss. Standings are NOT kept in 6&Under division.
28. Regulation tie games will not be rescheduled. Includes games called because of darkness or weather with:
  - a. 6&Under – Three innings completed
  - b. 8 and 10&Under - Four innings completed (3 ½ if home team ahead)
  - c. 12, 14 and 19&Under - Five innings completed (4 ½ if home team ahead)
  - d. Or at least 1 hour and 15 minutes game-time passed.Score reverts to last complete inning. Any incomplete game must be re-scheduled through the League Scheduler (see rule 22).
29. Girls will not be left alone after practice. Manager, Coach, or agreed upon parent will wait until player(s) are picked up. 19 & Under Division girls may drive themselves.

**Substitutes / Play-ups:** Doesn't apply to 6&Under Division.

30. **The Division Commissioner will maintain a list of volunteer substitutes from the next lower division.** A Commissioner is the ONLY one allowed to call-up subs for a team, except in extreme circumstances.
31. Substitutes can only be used when the Manager knows beforehand that the team will not have the minimum required number of starters at game time.
32. When you call the Commissioner for a sub, you must specify the regular player for whom you are substituting.
33. **The volunteer sub must play the entire game. If the regular player shows up at the game, she may not start, and can only be used as a regular substitute.**
34. There will be a limit of four volunteer substitutes per game. Commissioner will designate available subs.

**League Disclaimer:**

35. The Board of Directors reserves the right to change any playing rules during the season if it is determined to be detrimental to the players or the game.