

Orange County Youth Football League, Inc.



FOOTBALL COACHES HANDBOOK

Football Regulations

Overview

The Orange County Youth Football League (OCYFL) is committed to providing a safe, structured, and positive football experience that promotes sportsmanship, teamwork, skill development, and respect for the game. This Coaches Handbook serves as a guide to the standards, expectations, and responsibilities of all football coaches participating in the OCYFL.

All coaches are required to comply with OCYFL Bylaws, Rules, and Policies, as well as all applicable town, school district, state, and national governing body regulations. OCYFL rules and policies are the minimum standard and shall take precedence league-wide. Member towns may enforce additional requirements but may not reduce, alter, or waive OCYFL rules in any manner.

Coaches are expected to serve as positive role models and uphold the highest standards of conduct both on and off the field. This includes maintaining a safe environment for players, promoting fair play, ensuring proper instruction, and fostering respect toward athletes, officials, opposing teams, parents, and league representatives.

Failure to adhere to the standards outlined in this handbook or OCYFL governing documents may result in disciplinary action, including suspension or removal, as determined by the OCYFL Executive Board.

Field Requirements

All playing fields used for Orange County Youth Football League (OCYFL) games must meet high school regulation standards and be properly prepared prior to use.

Field Specifications

- Fields must be regulation high school size
- Fields must be clearly marked with:
 - Yardage numbers
 - Yard lines
 - Goal lines
 - Field markings must be visible and properly maintained for game play
 - Goal Posts

Team Bench Areas

- Team bench areas must be clearly designated
- Benches must be marked between the 25-yard lines
- Only authorized personnel and rostered players are permitted in team bench areas

Field Readiness

Fields must be free of hazards including holes, debris, or unsafe surface conditions
Any unsafe field conditions must be addressed prior to the start of play

Coaches/Administrator should walk the field before every use, including end zones and sidelines. Checking for obstacles, holes, debris or excessive dips.

Failure to meet field requirements may result in delayed games, field relocation, or cancellation, as determined by OCYFL officials.

Sideline & Spectator Safety Requirements

Sideline Safety

- Only approved coaches with badge, rostered players, officials, and authorized personnel with a badge are permitted on sidelines
- All others must remain in designated spectator areas
- Sidelines must remain clear to allow safe player movement and official access

Spectator Safety

- Spectators must remain in designated spectator areas at all times
- Spectators are prohibited from:
 - Entering the playing field
 - Standing behind end zones
 - Standing in team or restricted areas
- Towns are responsible for monitoring spectator behavior and safety

Enforcement

Failure to comply with sideline and spectator safety requirements may result in:

- Warnings issued by officials
- Removal of individuals from restricted areas
- Game suspension or termination if safety concerns persist

Authority

Game officials and league representatives have the authority to enforce all field, sideline, and spectator safety requirements. Their decisions regarding safety are final.

Team Requirements

Minimum & Maximum Roster Sizes

- There is no maximum limit on the number of players per team
- Teams must meet the following minimum roster requirements, in accordance with division age and weight rules:
 - Mighty Mite, D1, and D2:
 - Minimum of 15 players
 - D3:
 - Minimum of 19 players
- Towns must meet the minimum approved player count by Scrimmage Day of the current season for a team to be officially recognized
- If a town fields multiple teams within the same division, player distribution must be equal across all teams within that age group
 - Two teams must be divided evenly with the same number of players of age not to exceed two players of age on either team.
 - Example Team A can have 11 eight year olds Team B can have 9 eight year olds Team A can have 10 nine year olds, Team B can have 12 nine year olds.

Team Documentation & Roster Submission

At the beginning of each season, each town must submit team documentation to OCYFL in one of the following formats:

- NSID approved roster with OCYFL Roster

All submissions must be provided no later than Scrimmage Day, defined as the third weekend in August, and will be used to verify player and coach eligibility for the current season.

Late or Missing Paperwork

- Any missing or corrected documentation not submitted at least one (1) week prior to the first scheduled game may result in the player being ineligible for the first game

Required Documentation (Per Team)

Player Documentation

- Online registration through NSID
 - Registration form
 - Parents Code of Conduct
 - OCYFL Medical form - signed and stamped by physician that the player is physically fit to participate with no restrictions
 - Copy of Birth Certificate
 - Proof of school district

Appearance

- All players must wear town issued uniform
- Town issued shoulder pads
- Town issued helmet
- 7-piece padded pants
- Athletic cup
- Cleats
- Mouth piece with tether

Coach Documentation

- Coach Eligibility
- All coaches must be 18 years of age and are required to complete registration through National Sports ID where they will complete
 - Coaching Application
 - Coach Code of Conduct
 - Background Check annually
 - USA Football Certification annually
- Attend the OCYFL Coaching Clinic provided annually prior to the season.
- Junior Coaches
 - Must be at least 15 years of age but must also complete
 - Coaching application
 - Coaching Code of Conduct
 - Jr. Coaches may only assist a coach and can not run any drills by themselves

Coach responsibilities:

Accident Forms:

- Head Coaches are responsible for completing accident forms for every injury that occurs during practice or games.
- These forms should be submitted to a board member from your town, who will then forward to the OCYFL email for recording **nyocyfl@gmail.com**

Coaches Code of Conduct is as follows:

Coaches are role models. As such, they shall always conduct themselves so as to maintain the highest principles, integrity, and dignity of the game. The coaches must adhere to both the letter and the spirit of all rules.

With regard to the League:

- No smoking or vaping of any kind on school or park property or around players or at league activities.
- Abusive or profane language is prohibited.
- Direct involvement of encouragement of sweat down or hard diet to enable a player make weight is prohibited.
- Do not allow an ineligible player to play.
- Alcohol is prohibited on practice or playing fields or at any league function.
- Will remove from any practice or game any player if you are in doubt of his or her health.

With regard to Referees:

- I believe that Referees, just as coaches and players, are attempting to do their best.
- I will accept decisions of the official's as being fair.
- I will instill in my players and spectators a respect for that fact.
- I understand that my attitude can influence my players and spectators.
- I will display a controlled and undemonstrative attitude toward Referees at all times.
- Neither I nor my players and spectators will address a Referee before, during or after the game in a demeaning fashion.
- Game officials, like coaches and players, are major participants in the game. Head Coaches are responsible for the conduct of their coaching staff, players and the spectators on their side of the field, specifically as it relates to the referee, coaches, players and spectators on the other team. Verbal and/or physical abuse will not be tolerated. The coach shall neither exhibit nor tolerate any behavior from others (staff, squad, or fans), verbal or otherwise, that might reflect poorly on an official. This includes, but is not limited to, arguing a judgment call in such a manner as to incite players and spectators against an official.

With regard to opposing teams:

- I believe that the way my team conducts itself can also have an influence, for better or worse, on those we compete against.
- I will endeavor to make my team a positive role model.
- I will not coach, nor allow my players to play, with intent to cause injury to opposing players.
- Neither I nor my players and spectators will display hostile behavior towards opposing players. I will emphasize winning without boasting and losing without bitterness.

With regard to my players:

- I believe that my role as a coach is to contribute to the overall success, physical, and athletic growth of the player through participation in football or cheerleading.
- I will endeavor to be a good instructor and a positive role model for my players.
- I will not criticize a player in front of spectators or team.
- I believe that the score of a game comes second to the safety and welfare of all my players.
- I will endeavor to put winning in its proper perspective. I will emphasize that winning is only possible as a result of teamwork.
- I will strive to make every football and cheerleading activity serve as a training ground for life, good mental and physical health.
- I am responsible for understanding and competing within the letter and the spirit of the Laws of the Game.
- I will teach my players to understand and play within the letter and spirit of the Laws, as well.
- I will emphasize that good athletes strive to be good students.

I also agree that if I fail to abide by the aforementioned rules and guidelines, I will be subject to disciplinary action that could include, but is not limited to the following:

Verbal warning by local league official, head coach, and/or the OCYFL Board.

Written warning from the local league, and/or the OCYFL Board.

Game suspension with written documentation of incident kept on file by organizations involved.

Season suspension with OCYFL Board review before reinstatement.

Town of Residence & District Rules

Players must participate in the program associated with the school district in which they reside.

Approved Exceptions

- Exceptions may be granted under the following circumstances:
- A player has registered with their home town, but the team folds due to lack of participation
- The home town does not offer a team in the player's division (applies only for the current season)
- Documented custody issues
- Other unforeseen circumstances approved by OCYFL

If the home town fields a team in the following season, the player must return to their home town.

A District Change Request Form must be:

- Completed
- Approved by both the home town and hosting town
- Submitted to the OCYFL Board for final approval

District Change Request form can be found in the forms section of this handbook

Penalties & Fines

- Any town that folds a team after Scrimmage Day will be fined \$250.00
- Any town that forfeits a game during the season will be fined \$250.00, payable to the opposing team
 - Exceptions may be considered only in extreme circumstances reviewed and approved by the OCYFL Executive Board

Ejection:

If coach is ejected from a game, he will serve a minimum of a one game suspension, meaning the next game after he is removed, including playoffs and super bowl. If it is the last game of the year, the suspension will apply to the 1st game of the next year.

An incident form should be completed and forwarded to OCYFL e-mail for review. The OCYFL will reserve the right to extend additional penalty/suspension at their discretion.

Roster Approval & Game Day Requirements

- All team books and submissions will be reviewed by the OCYFL Executive Board
- Upon approval, each town will receive a signed official roster
- A copy of the approved and signed roster must be provided to the opposing team at weigh-in
- Failure to present an OCYFL-approved roster prior to weigh-in will result in a forfeit, although the game will still be played

Roster Modifications & Player Movement

- Rosters may not be modified after September 1st, with the sole exception of:
- A player moving up due to weight, provided the player was listed on an approved roster on or before September 1st
- No roster changes are permitted after the second week of the season
- Any player assigned to a team must remain on that team for the duration of their eligibility in that division

Exceptions to Team Assignment

- Exceptions may be considered for:
 - Parent or guardian request
 - Transportation hardship
 - Parent concern

If a town adds or drops a team within a division, the town may redraft or reassign players to ensure remaining teams are equal.

All exceptions must be reviewed and approved by the OCYFL Board of Directors.

Equipment Requirements

Footballs

All footballs used in Orange County Youth Football League (OCYFL) games and practices must be of good-quality leather, rubber, or composite material and must be properly sized for the division of play.

Approved Football Sizes by Division

- **Mighty Mites**
 - Pee Wee Football
 - Size 6 (Ages 9 and under)
- **Division 1**
 - Pee Wee Football (Size 6, Ages 9 and under) or
 - Junior Football (Size 7, Ages 9–12)
- **Division 2**
 - Junior Football
 - Size 7 (Ages 9–12)
- **Division 3**
 - Youth Football (Size 8, Ages 12–14)

Equipment Standards

- All footballs must be properly inflated and in playable condition
- Game officials reserve the right to inspect and approve footballs prior to and during games
- Any football deemed unsafe or unsuitable for play must be removed from use

Helmets

Properly fitted helmets and current NOCSAE certification are the most critical factors in ensuring player safety. NOCSAE (National Operating Committee on Standards for Athletic Equipment) establishes the safety standards for athletic helmets.

Helmet Standards & Requirements

- Only helmets certified by NOCSAE may be worn during OCYFL practices and games
 - Needs a certified sticker within 2 years of last reconditioning or no later than 2 years from initial season.
- Helmets must be properly fitted to each individual player
- Helmets must be in good condition and free from cracks, defects, or missing components
- Any helmet deemed unsafe by coaches, officials, or league representatives must be removed from use immediately

Certification & Maintenance

- Towns are responsible for ensuring helmets meet all manufacturer and NOCSAE certification requirements
- Towns must comply with required reconditioning and re-certification intervals
- Coaches and town officials should verify certification status with their dealer or reconditioner
- Failure to maintain certification may result in loss of warranty coverage and removal of equipment from play

Enforcement

Game officials and league representatives reserve the right to inspect helmets at any time. Players using non-compliant or improperly fitted helmets will not be permitted to participate until corrective action is taken.

Helmet Reconditioning

Helmet reconditioning is the process of inspecting, cleaning, repairing, and recertifying helmets that have been used during play. Regular reconditioning helps prolong the life of a helmet while ensuring it continues to meet required safety standards.

Reconditioning & Certification Standards

- Helmets must be reconditioned and recertified at least every two (2) years
- Helmets that are not recertified within the required timeframe are no longer NOCSAE certified
- All reconditioning must be performed by a licensed NOCSAE-certified reconditioning provider
- Documentation of reconditioning and certification must be maintained by the town and made available upon request

OCYFL Requirements

The Orange County Youth Football League (OCYFL) requires all member towns to ensure bi-annual helmet recertification for any helmet used in league practices or games.

Enforcement & Penalties

Any town found to be using helmets that are not properly reconditioned or recertified may be subject to disciplinary action, including but not limited to:

- Fines imposed by the league
- Suspension of participation
- Expulsion from the Orange County Youth Football League, Inc.

Player safety is the league's highest priority, and strict adherence to helmet reconditioning requirements is mandatory.

Helmet Fitting & Inspection

Proper helmet fitting and routine inspection are critical to ensuring player safety. All helmets must be fitted and maintained in accordance with the manufacturer's guidelines and NOCSAE standards.

Helmet Inspection & Fit Checklist

The following steps must be completed before use and monitored throughout the season:

- Inspect the helmet for proper fit according to the manufacturer's guidelines
- Examine the helmet shell inside and outside for cracks or damage, particularly around ear holes
 - Any helmet with cracks must be immediately removed from use
- Inspect faceguards and discard any faceguard with:
 - Bare metal visible
 - Broken welds
 - Distortion or bending
- Examine and repair or replace any soft helmet components, including:
 - Jaw pads
 - Sweatbands
 - Snubbers
 - Bumpers
 - Chin straps
- Inspect interior padding for proper resiliency and condition
 - Remove from use any helmet with missing, altered, or damaged padding
- Inspect air helmets to ensure:
 - Proper inflation
 - No cracks or leaks
- Verify that chin straps are properly adjusted and secured for each player
- Ensure all cleaning and maintenance follows manufacturer-established policies

Player Responsibility & Education

- Coaches must instruct each player on daily self-inspection of their helmet
- Players must immediately report any equipment issues to a coach or equipment manager

Enforcement

Any helmet that does not meet safety and fitting standards must be removed from play immediately until corrective action is taken.

Shoulder Pads

Youth shoulder pads must be properly sized and fitted based on the athlete's age, chest size, and weight range. All shoulder pads must be inspected for safety and condition prior to fitting and use.

Pre-Fitting Inspection

Before fitting shoulder pads to any player:

- Inspect pads for cracks, damage, or defects
- Any shoulder pads showing damage must be removed from use immediately

Shoulder Pad Fitting Guidelines

The following steps serve as a guideline for properly fitting shoulder pads:

- Measure the athlete's chest circumference around the nipple line to determine correct pad size
- Confirm that the clavicle (collarbone) is fully covered by padding and not exposed
- Ensure the neck opening allows for proper movement without restriction
- Verify that the shoulder joint is adequately covered by the top arch area and deltoid padding
 - Deltoid padding must extend to the outside edge of the shoulder
- Check that the anterior deltoid (front of the shoulder) is fully covered by the extension of arch padding
- Secure elastic underarm straps tightly to stabilize the pads and prevent shifting
 - Straps should allow no more than a two-finger width when inserted underneath
- Confirm that the scapula (shoulder blade) is properly covered by the arch and lateral padding
 - Arch padding should extend below the base of the scapula
- Ensure there is adequate clearance on both sides of the neck roll when the athlete raises their hands naturally
- Confirm the pads are centered on the player's body
- Secure front laces firmly and check that there is no excessive gap at the junction of the sternum and clavicle

Ongoing Monitoring

Coaches must regularly inspect shoulder pads throughout the season

Any pad that becomes damaged or ill-fitting must be repaired, replaced, or removed from use

Other Protective Pads

Additional required protective equipment includes rib, hip, knee, and spine pads. Proper protection is achieved through correct sizing, proper fit, and secure placement within the uniform.

Pad Fit & Maintenance

- Pads must fit properly within football pants to ensure full coverage and protection
- Equipment must be worn as designed and may not be altered
- Pads must be cleaned in accordance with manufacturer recommendations
- Pads must be inspected regularly for wear or damage
- All snaps, fasteners, and attachments must be secure and functioning properly
- Any damaged or missing pad must be repaired or replaced before participation

Mouthguards

- Mouthguards are mandatory for all football players in the Orange County Youth Football League
- Mouthguards must be attached with a strap and worn properly at all times during practices and games
- Players without a properly secured mouthguard will not be permitted to participate

Safety

The safety and well-being of all youth football players and cheer participants is a primary responsibility and shared priority of everyone involved in the Orange County Youth Football League (OCYFL), including league officials, town boards, coaches, volunteers, parents, and participants.

OCYFL is committed to maintaining a safe, structured, and supportive environment by:

- Enforcing equipment and safety standards
- Requiring coach education and certification
- Promoting proper technique and sportsmanship
- Adhering to league, state, and national safety guidelines

All participants are expected to uphold OCYFL safety policies and immediately report any unsafe conditions or concerns.

Divisions:

- **Mighty Mites (MM)** full contact
 - 5-7 years of age,
 - 123-pound weight restriction must be weighed with padded pants
 - OCYFL Mighty Mite Rules current year from OCYFL Webpage,
 - not play off eligible.
- **Division 1 (D1)** full contact
 - 8-9 years of age,
 - 133-pound weight restriction must be weighed with padded pants
 - OCYFL Division 1 Rules current year from OCYFL Webpage,
 - play off eligible.
- **Division 2 (D2)** full contact
 - 10-11 years of age,
 - 145-pound weight restriction must be weighed with padded pants
 - OCYFL Division 2 Rules current year from OCYFL Webpage,
 - play off eligible.
- **Division 3 (D3)** full contact
 - 12-13 and eligible 14-year old's, (Turn 14 on or after June 1st of current year and do not enter 9th grade before or during season)
 - OCYFL Division 3 Rules current year from OCYFL Webpage,
 - play off eligible.

Playdown Players:

Playdown players can only play on the offensive line (tackle to tackle) as to not put them at an advantage of playing in open space against younger players.

Rules:

The rules contained herein are required to be enforced by each Orange County Youth Football League Executive Board Member and all Town League Members. Failure to do so shall be subject to the penalties to town membership.

For all purposes, the Orange County Youth Football League playing season shall be defined as August 1st through November 30th or the last game, whichever comes first. All Leagues, administrative personnel, coaches, players or cheerleaders are subject to disciplinary action for violations of Orange County Youth Football League rules and regulations occurring at any time during stated playing season.

No rules will be added after the February meeting unless required for safety reason(s).

The Orange County Youth Football League will follow National Federation of High Schools and Section 9 football rules, with modifications to these rules that will be reviewed and voted on annually.

All rule changes proposal or additions should be submitted in writing by January 30th to OCYFL e-mail, will be reviewed by Executive Board and sent out to all towns prior to February meeting for review. Each rule change will be explained by submitting town at February meeting (March snow date), must be accepted with 1st and 2nd in order to be voted on. Rule votes will pass with simple majority vote.

All rules that have been approved will be added to the rules and posted on the OCYFL website. These are the only rules that will be accepted for the current year. A copy of the most updated rules should be kept in your concession stand. Each coach should also have a copy with them for discrepancy during game play.

Schedule:

Town vice presidents will be responsible for adopting the game schedule and any post season schedule as presented by the league president each year. After adoption of the league schedule, if any changes are to be made to the schedule, the two town vice presidents and the OCYFL President must agree to these changes.

Referees:

In MM each town will supply atleast 2 referees for all games at their site.

In D1-D2-D3 each town will supply at least 4 referees for all games at their site. 1 referee will be the official time keeper for the score board. If there are no referees or one referee at game time, they will be given a maximum of 30 minute for all referees to show up, and then the home team will forfeit the game and game will then be played as a scrimmage.

All referees must be NYSPHSAA Certified for the current season.

Regular Season:

Regular season will be made up of 8 games afforded to each approved team. They will have 4 home games and 4 away games.

Each town must provide a safe and hospitable environment for opposing teams and fans. .

Minimum play time and run up substitution rules are specified in detailed rules by division.

You must follow the most current set of game rules that are posted and can be printed from OCYFL webpage. www.ocyflny.org

Practice:

- Practice may not begin before August 1 of current season.
 - Prior to August 1st, towns may run voluntary agility camps without equipment.
- No child may practice unless cleared through NSID
- First 3 practices must be non-contact, followed by 6 contact practices before player is eligible to participate in a game.
- Scrimmage day is not considered a game.
- For all divisions, before school starts there is no limit to the number of days a team may practice.
- After school begins the maximum number of practices per week are as follows:
 - Mighty Mites 3 days
 - Division 1: 3 days
 - Division 2: 4 days
 - Division 3: 4 days
- Practice should not exceed two hours.
- In warm weather, practices will be scheduled for early evening.
- There will be several water breaks at every practice with water being available.

For all practice and games

- all towns must adhere to the NYSPHAA Heat Index and Lightning and Thunder Policy which can be found at www.sectionixathletics.org
- If a player is more than 10 pounds over the weight limit for a division, they may not participate in any contact drills at their division.

No full speed head-on blocking or tackling drills in which the players are more than 3 yards apart are permitted. (Having two linemen in stances immediately across the line of scrimmage from each other and having full speed drills where the players approach each other at an angle, but not straight ahead in to each other are both permitted). However, there should be no intentional head-to-head contact.

The amount of contact (drills or live scrimmage) at each practice will be reduced to a maximum of 1/3 practice time (either 40 minutes total of each practice or 1/3 of total weekly practice time). In this context, “contact” means any drill or scrimmage in which drills; down line vs down line speed drills; and scrimmage where tackling occurs.

Scrimmage Day

Scrimmage Day is the 3rd weekend of August. The purpose of scrimmage day is for teams to gauge their progress, and for players to get a feel for playing against different teams. This is a combined scrimmage between all teams within each division. Each Division scrimmage is hosted by a member town program.

The scrimmage day will consist of 4-5 20-minute scrimmages for each team.

All towns are required to attend scrimmage day. If a town cannot attend scrimmage they are required to submit in writing 7 days prior with a reason and be approved by OCYFL Executive Board or incur a \$250.00 fine. If not attending scrimmage day, they may not attend a different scrimmage that weekend and their coaches may not come to scrimmage day to scout.

Game Day Procedures

All towns must have a board member in charge at all home games. In charge board member must be reachable from concession stand through cell phone or PA system.

Any spectator having a legitimate problem with another spectator (violation of OCYFL Code of Conduct) should go to the concession stand and ask for Board Member in charge. Board member in charge should observe the reported spectator, if they are violating OCYFL Code of Conduct, request for behavior to stop and advise them if they do not stop, they will be asked to leave. If they are asked to leave and do not comply, the police should then be called.

All spectators must follow the OCYFL Code of Conduct whether they have signed it or not. Code of Conduct should be posted at the concession stand.

Any player, coach, or spectator ejected from game, will be suspended for a minimum of the following game. This includes playoffs, Super Bowl, Cheerfest, or first game of following season. Upon review from OCYFL Executive Board, this could be increased from one game. If a parent fails to honor their suspension, their child's eligibility to play may be impacted.

Any player that refuses to participate in a game, should remove helmet and shoulder pads on the sideline. This gives the parent an opportunity during the game to question why their child is not participating in the game, and allows coaching staff to not be punished for minimum play rule.

Weigh in Procedure

Weigh in will be conducted at half time of previous game or 30 minutes prior to the first game. Each town must provide a medical scale for weigh in, if digital scale is used it is required that you have back up batteries on hand. One Coach from each team plus a Board Member from hosting town will meet at the designated weigh in area with a completed and OCYFL Board approved league roster that will be exchanged, this roster should be signed by the three members at the scale and filed with your local league.

Failure to provide an approved roster will result in that team forfeiting the game. The game will be played anyway. Each player will be weighed, player will be allowed 3 pounds for mandatory equipment at weigh in (mandatory equipment at weigh in includes football pants with all pads & athletic cup). A standard medical scale will be set at weight limit (ex. D1 weight is 133 pounds, medical scale to be set at 133. If digital scale is used a player will be given 133.9 before they are considered overweight). If player tips the scale, they will be considered overweight and not eligible for the game. If it is found that overweight players were allowed to play the Head Coach's and Host Town President will host town will incur a penalty for allowing a safety violation to occur. Verbal warning, suspension and monetary value will be used.

Each player will only be weighed in once. If they have helmet, shoulder pads, jersey, shirt, cleats or socks on they will be allowed to immediately remove them and be weighed again. They are not allowed to leave the scale area and then be weighed again.

If player arrives after weigh in but before coin toss, they will be allowed to weigh in and play if they make weight. If player arrives after coin toss, they will be weighed in at half time and allowed to play in the second half if they make weight.

Players who will be ineligible for a game must be indicated to the opposing coach at or prior to weigh in (ex: required practices not met, medical excuse, overweight, not properly equipped). They may stay on the sideline with helmet and shoulder pads removed.

Games

Must follow most current set of game rules from OCYFL Webpage. Each town should have a printed copy of most current rules in their concession stand.

Each town must provide a regulation high school football field for games and provide a safe and hospitable environment for opposing teams, and fans. A minimum of 2 referees for Mighty Mites and 4 referees for D1-D3. All referees must be NYSPHSAA Certified.

Referees are in charge of all on field activities. There will be no heckling of referees by players, coaches or spectators.

Each team's game ball must be the size specified in the detailed game rules by division.

Mandatory playing time rule will be determined by the approved roster and total number of eligible sizes at the start of game time.

Roster 30 or more: minimum of six (6) plays per player per game

Roster 25 - 29: minimum of eight (8) plays per player per game

Roster of 19-24: minimum of ten (10) plays per player per game

Roster of 18 or less: minimum of twelve (12) plays per player per game

The penalty for not meeting the minimum playing time for players will be a one game suspension for that team's head coach and possible forfeiture of that game. Coach's actions are to be reviewed by OCYFL Executive Committee and Commissioner.

Must follow most current set of rules that are posted and can be printed from OCYFL webpage. www.ocyflny.org

Playoffs

- The playoffs are a single elimination format tournament.
- The higher seed is the home team.
- First round playoff games will not be scheduled on the same day as CheerFest.
- Depending on the number of teams signed up each year, there may be 1 or 2 conferences in a division for the regular season.

When there is 1 conference per division, the top 8 teams will make the playoffs

Round 1 will be as follows:

- 1 Home vs. 8
- 2 Home vs. 7
- 3 Home vs. 6
- 4 Home vs. 5

Round 2 will be as follows:

The 2 highest remaining seeds will be home vs the 2 lowest remaining seeds.

- 1 Home vs. 4
- 2 Home vs. 3

We do not reseed in round 2.

- For example: if 8 Beats 1, they are still the 8 seed and would play away against the highest remaining seed in round 2.

The 2 winning teams will play in the Super Bowl.

- The higher seed will be the home team.

Tie Breakers for Playoff Seeding

The first tiebreaker is head-to-head competition.

If one of the tied teams has beaten all of the other tied teams, they will get the higher seed or final playoff spot.

If teams are remaining for another seed or playoff spot, the same procedure will be followed with the remaining teams.

If one of the tied teams has lost to any of the other tied teams, they will get the lowest seed or be out of the competition for the final playoff spot. If more than one team has lost to any of the other teams, and a playoff spot is still available, the process will be repeated with the remaining teams.

Seeding:

If head-to-head competition cannot determine seeding, the names of the tied teams will be put in a hat and seeding will be based on the order they are picked out of the hat.

Example, if 3 teams are tied for the 3, 4, and 5 seeds, the first name picked will be the 3 seed, the second named picked will be the 4 seed, and the third name picked will be the 5 seed.

Final Playoff Spots

If head-to-head competition cannot determine the winner, play in games will be required.

Examples:

3 teams tied for last 3 playoff spots:

Teams Have not played each other:

Hat Pick: 1st pick Highest seed, then second pick, then 3rd pick.

3 teams for last 3 playoff spots.

A beat C, nobody else played each other.

C would be the lowest seed because they lost to A

A&B hat pick for 1 and 2 seed

3 Teams for Final 2 Playoff Spots

Nobody played each other

3 way play in game, see below.

3 teams for final 2 playoff spots

B beat A

A beat C

B would get top seed because they did not lose to any other team

A would get second seed because they beat C

C would be out

B beat A

B beat C

B would get highest seed because they beat both teams

A&C would have play in game for last seed.

B beat A

C did not play either team.

Coin toss between B and C for 1 and 2 seeds

3 teams for final playoff spot

B beat A

C did not play either team.

B and C would have play in game for final spot

A would be out because they lost to B

4 teams for final 2 playoff spots

A beat C

D beat A

Nobody else played each other.

D and B would hat pick for 1&2 seeds because they did not lose to any of the other teams

A&C would be out because they have a loss

Play In Games:

These games will be played on the Wednesday night following the final Sunday of the regular season at a neutral site determined by the OCYFL.

These games will consist of two 12-minute halves with a 2-minute halftime.

Home team will be determined by a hat pick.

Home team chooses sideline, away team calls coin toss.

There will be a coin toss for possession at the beginning of the game

All other game rules apply with the exception that the minimum play rule will be cut in half.

So, for play in game only:

Roster of 30 +. 3 plays

Roster of 25-29 4 plays

Roster of 19-24: 5 plays

Roster of 18 or less. 6 plays

If 3 teams are playing for 1 spot:

Names will be picked out of a hat.

First 2 teams pulled from hat will play each other.

- First team pulled will be home team

The winner of first game will play the third team.

Winner of First game remains as home or visitor

The winner of this game will get the playoff spot.

If 4 teams are going for one spot:

- Names will be picked out of a hat.
 - First two teams will play each other.
 - First team picked will be home.
- Second two teams will play each other.
 - First of these two teams picked will be home

The winners of the first two games will play each other.

The winner of the second game will remain as home or away team.

- The winner of this game will get the playoff spot

If 4 teams are going for two spots

Names will be picked out of a hat

- First two teams will play each other.
 - The first team picked will be the home team
- Second 2 teams will play each other.
 - The first of these two teams picked will be the home team.

The winners of these two games will get the 2 spots

- Both names will be put in hat.
 - First team picked out will be the higher seed

Super Bowl

The Super Bowl will be played at a site predetermined by the OCYFL Executive Board,

The Super Bowl will be played on the 3rd Saturday in November, with a snow date of the 3rd Sunday, 4th Saturday or 4th Sunday of November.

- D1: 11:00 AM
- D2: 1:00 PM
- D3: 3:00 PM

The highest seed will be the home team, will have a choice of sideline, and provide the chain crew.

In the case of 2 conferences in a division, and both Super Bowl teams having the same seed, a hat pick will determine the home team.

Once teams are determined, Super Bowl teams need to email nyocyfl@gmail.com a football roster for t-shirt vendor and in numerical order football roster and a cheer roster for the Super Bowl announcer. Both of these rosters need to be either an excel or word document.

Incident Reporting Protocol

The Orange County Youth Football League (OCYFL) is committed to maintaining a safe, respectful, and sportsmanlike environment for all participants, including athletes, coaches, officials, volunteers, and spectators. This Incident Reporting Protocol establishes a standardized process for submitting, reviewing, and resolving game-related incidents in a timely and fair manner.

Reportable Incidents

Incidents may include, but are not limited to:

-
- Unsportsmanlike conduct
- Verbal or physical altercations
- Harassment or abuse
- Spectator misconduct
- Violations of league rules or policies
- Safety concerns occurring during games or league events

Incident Submission Requirements

- All incidents must be submitted in writing using the official OCYFL Incident Report Form
- Reports may be submitted by:
 - Coaches
 - Game officials
 - League or town representatives
- Incident reports must be submitted no later than Monday at 6:00 p.m. following the game weekend

Late Submissions:

Reports submitted after the deadline will not be considered, unless exceptional circumstances are reviewed and approved by the OCYFL Executive Board.

Review & Resolution Timeline

Initial Review & Notification

- Upon receipt, the incident report will be reviewed by the Incident Coordinator or a designated OCYFL Board Member
- The report will then be forwarded to the town or team named in the report for an official response

Response from Named Town or Team

- The named town or team must submit a written response
- Responses must be received no later than Wednesday at 6:00 p.m. following the initial submission deadline

Failure to respond within the required timeframe may result in the incident being reviewed based solely on the original report.

Executive Board Review

- After the response is received, the original incident report and written response will be distributed to all OCYFL Executive Board members
- The Executive Board will review the materials and conduct a discussion and vote
- Review may take place:
 - Electronically, or
 - During a scheduled meeting, if deemed necessary by the Board

Final Decision & Communication

- A final determination will be made no later than Friday at 6:00 p.m. of the same week
- The outcome will be communicated via email to:
 - The original reporting town or team
 - The responding town or team

Any disciplinary actions, sanctions, or recommendations will be clearly outlined in the communication.

Authority & Finality

All decisions rendered by the OCYFL Executive Board regarding incident reports are final and binding, unless otherwise stated in league bylaws or disciplinary policies.

Official Incident Reports can be found in the forms section of this handbook



Orange County Youth Football League, Inc

Incident Report

Town Reporting: _____ Date: _____

Location of Incident: _____

☐ Home Field ☐ Away Field ☐ Other _____

Details: _____

Ejections:

☐ Player ☐ Coach ☐ Parent ☐ Volunteer ☐ Spectator

Name of person(s) ejected:

Head Referee Name: _____

☐ Police called ☐ Ambulance called

Date Incident was submitted to OCYFL: _____ ☐ E-mail ☐ In person

Who submitted the report to OCYFL? _____

Position: _____

OCYFL Executive Board Only

☐ Spoke with reporting town ☐ Forwarded form to the other town involved

☐ Sent all gathered information to E-Board for review, discussion & decision

Outcome of the report: _____

☐ Decision sent to all parties involved

Injury Report Protocol

Injury Report Submission Requirements

- Injury reports must be completed by a town representative or coach
- Reports must be submitted in writing using the official OCYFL Injury Report Form
- All injury reports must be submitted to OCYFL within one (1) calendar day of the injury
- Reports are required for record keeping, insurance, and safety monitoring purposes

Failure to submit an injury report within the required timeframe may result in disciplinary action.

Documentation & Record Keeping

- Injury reports will be reviewed and retained by OCYFL for:
 - League records
 - Insurance documentation
 - Safety review and trend monitoring
- Submitted reports do not replace medical clearance requirements for return to play

Confidentiality

All injury reports will be treated as confidential medical information and handled in accordance with applicable privacy standards.



Orange County Youth Football League, Inc

Injury Report

Player's Name: _____ Date of Injury: _____

Town: _____ Team: _____ Coach: _____

Location: Where specifically did injury take place? _____

☐ Home Field ☐ Away Field ☐ Other _____

Explain: _____

Player taken to hospital or doctor? ☐ Yes ☐ No

Taken for medical attention by ☐ Ambulance ☐ Parents ☐ Other

Where Parents present ? ☐ Yes ☐ No

Where Parents notified? ☐ Yes ☐ No Notified by whom: _____

Was local league board member notified? ☐ Yes ☐ No Who? _____

Write a brief description of the injury, what action was the player doing at the time of the injury? _____

Did the player have to stop practice or game activity? ☐ Yes ☐ No

Did player return to normal practice? ☐ Yes ☐ No If yes when? _____

If the player was unable to return to normal activity, we need a doctor's note for player to return. **Any player who went to doctor or hospital must have a doctor's note to return.**

Date Injury Report was submitted to OCYFL: _____

Who submitted the report to OCYFL? _____