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# Central Loudoun Basketball League Handbook 2018-2019 Season

## 1. PURPOSE

The Central Loudoun Basketball League (CLBL) Handbook rules, policies and guidelines are written to ensure a balanced blend of sportsmanship, recreation, skill development and competitive activity in keeping with the CLBL Bylaws, which state the purpose of the CLBL is: “To provide the opportunity for children and youth to enjoy the cooperation of teamwork, the competition of the sport, and the value of improving skills through teaching the game of basketball. That CLBL shall firmly implant in the youth of the community the ideas of good sportsmanship, honesty, loyalty, and courage, in order to promote good citizenship. The supervisors of the youth activities shall be committed to the principle that the attainment of exceptional athletic skill or the winning of games is secondary and that molding the youth participants into good future citizens is of primary importance.” It is expected that all coaches, players, spectators, and families read and comply with the CLBL Handbook and Code of Conduct and the appropriate rules and regulations set forth by the Loudoun County Public Schools.

**Anyone attempting to negate the intent of these rules and/or policy of the CLBL Bylaws shall be denied the right to participate in the CLBL program.**

### 1.1 RULE CHANGES

A Rules Committee that shall be established by the Board will propose changes to these rules. The Chair of the Rules committee will prepare the handbook modifications and will ensure that rules are available and posted on CLBL website each season.

At the end of the season, the Chair of the Rules Committee will report at the next Board meeting on the effect of any rule changes and suggest areas to be studied.

### 1.2 PREVAILING RULES

Games shall be played in accordance with the current National Federation of High Schools Basketball Rules and the Virginia High School League Handbook, except for changes specifically stated in these CLBL Rules. A summary of these CLBL rules, for use by coaches and referees,



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is available on the CLBL website.

## **2. GENERAL LEAGUE MANAGEMENT**

### **2.1 GAME SCHEDULING**

The number of games to be played by each league, game days, starting dates, tournament schedule, etc., will be determined by the CLBL Board of Directors for the House league and by the Loudoun County Travel League Board for the Travel league. The CLBL Board of Directors will supervise scheduling of all games. Games will normally be played on Saturdays and Sundays; however, some games may be played on weeknights as determined by the CLBL Board of Directors.

### **2.2 SEASON**

The CLBL season consists of all CLBL activities that includes evaluations through the regular season and runs through the end of all CLBL supported post season playoffs and select team tournaments.

- Travel practices usually begin in mid-November, as scheduling permits.
- House practices (grades 1-8) usually begin in mid-November, as scheduling permits.
- Games for Travel and House usually begin in late November early December, as scheduling permits. Check [www.clbl.org](http://www.clbl.org) for commencement dates each season.
- High school practices usually start in early December, as scheduling permits, dependent on date high schools select their varsity and junior varsity teams.

### **2.3 PRACTICE RULES**

**CLBL teams may practice no more than twice per week (House teams no more than 2 hours per week, Travel teams no more than 3 hours per week).** Coaches may not organize a practice other than during the assigned practice time and location unless they receive written authorization and direction from the CLBL President [president@clbl.org](mailto:president@clbl.org) and Director of Scheduling [scheduling@clbl.org](mailto:scheduling@clbl.org). Due to limited gym space and existing competitive play policies these exceptions are rarely granted unless due to an extreme emergency basis. CLBL may, but is not obligated to, modify practice schedules in order to provide equal gym access to all teams. Coaches or teams that violate this rule (or any other rule) are subject to disciplinary action by the CLBL Board of Directors up to and including removal from the league.

### **2.4 GAME CANCELLATION AND MAKEUPS**

Games will not be played when Loudoun County Public Schools in the CLBL school district



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boundaries are closed for the day or are dismissed early because of inclement weather or other emergencies. Such games may or may not be made up, as scheduling permits.

#### **2.4.1 GENERAL CANCELLATION POLICY**

If in doubt during periods of inclement weather, please call the Loudoun County Department of Parks, Recreation and Community Services (PRCS) cancellation line at (703) 777-0456.

CLBL uses the school facilities at the complete discretion of the individual schools and the Loudoun County Public School system. Therefore, CLBL must honor all blackout intervals. Blackout information will be forwarded to coaches as quickly as possible and posted on the CLBL web site. The Director of Scheduling coordinates all cancellations (and resulting rescheduling). CLBL coaches and parents shall **NOT** contact individual schools or PRCS regarding cancellations.

#### **2.4.2 GAME RESCHEDULING**

Games may not be rescheduled for any reason except by the Director of Scheduling.

Requests to reschedule a game must be submitted in writing or by e-mail 7 days prior to the date the game is scheduled. All other rescheduling requests will be honored only if approved by the CLBL Director of Scheduling. Valid reasons for rescheduling include:

- A school related event that would result in a team being unable to field the minimum number of players to start a game.

Games will not be rescheduled because a coach and/or the assistant are unable to attend the game. In this case, the coach must arrange a substitute. The league will identify experienced coaches or former coaches who would be willing to step in if the coach is unable to identify an appropriate substitute. These substitutes must have undergone the normal background checks.

#### **2.5 OFFICIATING**

For all League games, two game officials contracted by CLBL will be assigned to officiate. The League President may allow exceptions to this.

If no referee appears within 15 minutes after the scheduled game time, or after termination of a preceding game, whichever is later, the game should begin as soon as possible with volunteer referee(s) agreed to by the opposing coaches. Coaches are encouraged to attempt to play the game in such instances. The results of the game will be official. Once an official referee does arrive, the game is to be turned over to him/her. The home coach should inform the League President if referees are late or do not show up at all.



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## **2.6 PROCEDURES FOR DETERMINATION OF LEAGUE STANDINGS**

For all divisions, win/loss records will be kept during the year, which will be used to seed teams for playoffs. In the event of a tie in the standings, the following criteria will be utilized to determine seeds:

1. Win percentage
2. Head-to-head record (valid only if tied teams have played the same total number of head-to-head games)
3. Winning percentage of opponents
4. Coin toss

Where final standings determine a regular season trophy recipient and the coin toss is the tiebreaker, both teams will receive a trophy.

## **2.7 COACHES**

### **2.7.1 HEAD COACH'S QUALIFICATIONS**

Each team will be assigned a Head Coach approved by the CLBL Board of Directors. A prospective Head Coach must apply in accordance with CLBL's registration process. A Head Coach must be at least 18 years of age. At the Board's discretion, head coaches younger than 18 can be approved after registering for CLBL Youth Coach Program. Teams without a registered CLBL Youth Coach must have someone 18 years of age or older at each game and practice.

### **2.7.2 COACHING STAFF**

Each Head Coach may select up to two individuals to serve as an Assistant Coach. The CLBL Board of Directors must approve these individuals. In addition to the players, only these three individuals may sit on the bench during a game. It should be noted that assistant coaches do not have the same "coaching box" privileges as the head coach. Only the head coach is permitted to stand during the game and address the officials. Assistant coaches must be seated always, except during time outs or intermissions.

### **2.7.3 COACHES' RESPONSIBILITIES**

CLBL coaches may not modify league rules (including playing time rules). The CLBL Board may suspend or expel members of the coaching staff from the league for violation of CLBL rules and/or



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the Loudoun County PRCS Code of Conduct. See section 2.12 for conduct and penalties.

**CLBL coaches are required to report technical fouls assessed to any player, coach or spectator during their games in the GAME REPORT and to the appropriate CLBL League Commissioner and respective House League Director within 48 hours of the game. CLBL coaches are required to report ejections of any player, coach or spectator to the Director of Conduct [conduct@clbl.org](mailto:conduct@clbl.org) within 24 hours of the end of the game.** Failure to report technical fouls or ejections, particularly in an effort to “hide” the offense, will be addressed appropriately by the CLBL Conduct Committee, and may include probation, suspension or dismissal. This responsibility lies with both coaches of the game where the technical foul(s) took place.

#### **2.7.4 TEAM SUPERVISION**

Each team must be supervised by its coach or another responsible adult while in the schools. Coaches **MUST** be present when players arrive for games and practices. Coaches **MUST** stay until all players have been picked up after games and practices.

### **2.8 PLAYERS**

#### **2.8.1 PLAYER COMMITMENT**

Parents and players must be aware of the commitment that is being made by registering and playing in the League. Players are expected to attend all practices and games for the duration of the season. Basketball is a team sport and every player on every team is an important contributor to their respective team. Parents are asked not to “over commit” their children or sign up if their child cannot participate fully. While injuries, illness, family emergencies and so on may occur during the course of the season which will impact a player’s ability to participate, players should not miss practices and games because of commitments to other recreational/developmental endeavors such as other sports, the arts and so forth. Players who miss numerous practices and/or games may be penalized by their respective coach through a reduction in playing time in accordance with Paragraph 3.6.2, suspension, and possible removal from the team roster. For Travel League players, within a 10-game season, missing more than three practices and/or two games will be considered excessive. Again, parents and players are asked to make this commitment fully.

#### **2.8.2 PLAYER ELIGIBILITY**

All participants in CLBL must be residents within the CLBL school district boundaries, or attend a school within the boundaries, as defined by Loudoun County PRCS; these include public, parochial, and private schools, as well as home-based schooling. The League President may grant exceptions, only when arduous circumstances would arise from not abiding by PRCS



district boundaries. The Director of Registration is responsible for ensuring the eligibility and qualification requirements are met by the registrants. In order to maintain eligibility for the postseason playoff tournament, players must play in at least 70% of his/her team's regular season games. Exceptions due to extenuating circumstances will be granted only at the discretion of the Board.

### **2.8.3 PLAYER LIMITS ON PARTICIPATION**

A player may participate on only one CLBL team during the season. Travel team players may not play on a House team. Travel and House team players may be active on another roster (e.g., AAU, YBOA) but should make their CLBL team the priority. Anyone playing for any High School team in Northern Virginia (freshman, junior varsity or varsity) is not eligible to play on a CLBL team (high school, travel or house).

### **2.8.4 PLAYER CONDUCT ELIGIBILITY**

Players suspended from school are not allowed to practice or play games until such suspension is lifted or expired. Players suspended from school are not allowed on school grounds and may not be in the gym for games or practices. A player suspended from school must inform his coach. Furthermore, CLBL will, based on approval by the Board of Directors, honor any school requests to disallow any player from being on school grounds, or from participating in CLBL activities (House or Travel league) due to disciplinary or academic problems in school.

### **2.8.5 PLAYER BIRTH DATE DOCUMENTATION**

The only acceptable proof of birth date will be an original, certified Birth Certificate (one containing a registrar raised, embossed, impressed or multicolored seal) or an Identification Card issued by the Virginia Department of Motor Vehicles. These documents may be required on a case-by-case basis as specifically requested by the CLBL Board of Directors.

### **2.8.6 PLAYER AGE LIMITATIONS**

<b>Grade</b>	<b>Age</b>
11 <sup>th</sup> & 12 <sup>th</sup> Grades	Players must be 18 years of age or younger on March 31st
9 <sup>th</sup> & 10 <sup>th</sup> Grades	Players must be 17 years of age or younger on March 31st
8 <sup>th</sup> Grade	Players must be 14 years of age or younger on March 31st
7 <sup>th</sup> Grade	Players must be 13 years of age or younger on March 31st



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6 <sup>th</sup> Grade	Players must be 12 years of age or younger on March 31 <sup>st</sup>
1 <sup>st</sup> through 5 <sup>th</sup> Grades	No age restrictions

The Board may consider exceptions to the maximum age requirements on a case-by-case basis.

### **2.8.7 PLAYER EDUCATIONAL ELIGIBILITY**

Players must attend an accredited public, parochial, or private school at the elementary, middle or high school level. Home-schooled children are also eligible to play. All home-schooled players must participate in the age-appropriate league as determined by the Loudoun County Public Schools (i.e., the player’s age by September 30 of the registration calendar year). At the request of the League, the player will be required to provide birth date documentation (see section 2.8.5) as proof of his/her age to the League President prior to CLBL participation. Exceptions to player educational eligibility may be granted by approval of the CLBL Board of Directors.

## **2.9 PARENTS**

### **2.9.1 PARENT EXPECTATIONS**

Parents should be role models for our student athletes. CLBL is a recreational basketball league and while games can be very competitive, and emotions can run high, inappropriate behavior will not be tolerated. Parents should stay positive at games and not be negative in words or actions towards any of the participants: parents, players and coaches on either team, referees, etc. Parents should not shout instructions to the players or attempt to coach or critique their child in any manner during the game. While of course we want parents to encourage their child and their child's team, at no point should a parent talk directly to their child while they are on the bench or court (unless it is regarding safety/injury).

CLBL Board members, PRCS attendees and representatives and team coaches are all committed to creating a safe and appropriate environment for our student athletes. Parents receiving multiple warnings during the season will be notified and may be asked to leave the facility. Continued conduct issues may result in suspension from the league for both parents and players. If situations require it PRCS representatives have and will call the Police if a disruptive parent does not leave the gym immediately upon request.

If at any time you have a concern and/or are upset about something that occurred in a game, please wait until the next day to contact the coach (unless it is regarding safety/injury). Parents can also contact our Vice President of Member Relations at [vp-member-relations@clbl.org](mailto:vp-member-relations@clbl.org) with any feedback or concerns and/or if you are a parent of a child in the Travel League please contact



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[travel@clbl.org](mailto:travel@clbl.org).

## 2.9.2 PARENT VOLUNTEER DUTIES

Your child's coach will ask that all parents volunteer on a rotating basis to operate the clock and/or keep the book at the games. An all-parent rotation ensures that not one single parent is tasked with those duties at every game.

## 2.9.3 PARENTS OF TRAVEL PLAYERS

Parents are not permitted in the gym during practices unless the coach specifically allows it. If a parent has any concerns regarding this policy, please contact [travel@clbl.org](mailto:travel@clbl.org).

## 2.10 LEAGUE STRUCTURE

All CLBL teams are formed by grade, not by age. Players must be registered according to the grade they are enrolled in during the applicable CLBL season. **No player may play outside of their grade unless specifically approved by the CLBL Board of Directors.**

### 2.10.1 HOUSE LEAGUE STRUCTURE

The structure for CLBL House Leagues may be modified depending on the overall number of participants (e.g., grades may be combined). Exceptions to the grade or age level requirements may be granted only by approval of the CLBL Board of Directors.

#### 2.10.1.1 TEAM SIZE (HOUSE LEAGUE)

CLBL considers the optimal House (Boys and Girls) team size to be 8-10 players, dependent on age (ideally, 10 in 1<sup>st</sup> through 3<sup>rd</sup> grades, 9 in 4<sup>th</sup> grade, and 8 in grades 5-8). The total number of players accepted for the draft provided for in section 2.11 will be determined by a balance of optimal team size and the number of volunteer coaches available. CLBL will use wait lists to identify those players it may not be able to accommodate. As acceptable coaches are identified, additional registrants may become eligible for the draft;

- (1) first from registrants who registered prior to the late registration period and who attended a skills evaluation session
- (2) from late registrants who attended a skills evaluation session,
- (3) from on-time registrants who did not attend a skills evaluation session,
- (4) from late registrants who did not attend at a skills evaluation session.



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In this manner, priority is given to players in the order they register and who try to attend at least one skill evaluation. If players are on a waiting list, they will be added first to teams that fall below 8 players, and then in such a way as to maintain optimal team size across the age group. Any registrant eligible for the draft, for which no objective information is available, shall be assigned to a team by the CLBL Board member responsible for that particular draft. A registrant is defined as any player for whose registration fee has been accepted.

If openings occur due to withdrawals or injuries, priority for assigning players off the wait list following the draft will be determined in accordance with this paragraph (2.10.1.1). If no players are available on the waiting list, CLBL will solicit additional players through the appropriate school(s). Coaches should not directly solicit any players. There will be no provisions made to compensate teams that have lost top round draft picks with similar talent.

For all other scenarios, the CLBL Board of Directors reserves the right to review special exceptions and will make all final determinations of when and where players will be added to teams after the draft date.

## **2.10.2 TRAVEL LEAGUE STRUCTURE**

Travel League will have 6<sup>th</sup>, 7<sup>th</sup>, and 8<sup>th</sup> Grade Boys and Girls “A” and “B” teams from each of the middle schools represented in the CLBL boundaries (Simpson, Harper Park, and Smarts Mill) as long as PRCS minimum team size can be met. Participation is in accordance with PRCS Travel League rules.

### **2.10.2.1 TEAM SIZE (TRAVEL LEAGUE)**

Travel teams for both boys and girls are on a tryout basis. Players in the 6<sup>th</sup>, 7<sup>th</sup> and 8<sup>th</sup> grades can try out for travel teams. Travel teams will be structured in accordance with PRCS Travel League rules. Travel teams will be made up of 8-12 players (or as determined by PRCS rules), selected after the tryout process and verified for eligibility by the CLBL Board.

### **2.10.2.2 TRAVEL LEAGUE PARTICIPATION**

Representing your middle school in the Travel League as a player, parent or coach is considered a privilege. CLBL will attempt to facilitate a meeting between middle school administrators and their representative teams in order to ensure each understands the others’ goals for the program. In the event of poor behavior or failure to properly represent their school, and at the request of school administrators and by approval of the Board, players or coaches may be removed from the Travel Program.



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## **2.11 DRAFT GUIDELINES**

A formal draft will be held in each Boys and Girls division each year. All officially registered players shall be considered for the draft in accordance with Rule 2.10. All players wishing to play on a CLBL team are required to attend at least one skills evaluation session conducted under the control of the Director of Evaluations. Players who attended tryouts and were not selected or who choose not to play in the Travel League are required to attend at least one House League evaluation. The Director of Evaluations will handle exceptions on a case-by-case basis. The purpose of the skills evaluation sessions is to provide an opportunity for the coaches to observe all of the players prior to the draft. CLBL will provide data sheets to coaches with player information gathered during registration such as height, weight, years of experience, school, etc. For new coaches, upon request, CLBL will provide a mentor to assist in draft procedures and player selections. Players eligible for the draft who have not attended a skills evaluation session, but for whom objective information regarding their basketball / athletic skills are known and discussed, will be assigned or drafted to a House team by a system determined by a majority of the coaches at each league draft and approved by the CLBL Board member conducting that draft. Further, any registrant who was not able to attend at least one skill evaluation and for whom no objective information is available shall be assigned to a particular round of the draft by the CLBL Board member present.

Coaches in 1<sup>st</sup> through 4<sup>th</sup> grade Leagues are encouraged to attempt to form teams based on player/player relationships, player/coach relationships or other factors to promote a familiar environment during participation at these age groups. The Board's desire at these age groups is to focus on teaching proper fundamentals and learning to enjoy the game, instead of mainly focusing on maintaining competitive teams. Coaches in these Leagues are encouraged to attempt to address these issues during the draft process.

### **2.11.1 DRAFT MANAGEMENT**

The Director of Evaluations will have ultimate responsibility for the draft. The Director will delegate one or more Board members to manage each draft.

Each coach who is new to coaching players in that league (e.g., a Boys 7th grade coach who did not coach Boys 6th the previous year) or unfamiliar with the serpentine draft may request that CLBL provide a mentor for the draft solely to provide information to the coach on player skills and team formation. CLBL Board member(s) will be available at the draft to provide the same type of information to the group.

### **2.11.2 ORDER OF DRAFT**

The CLBL Board member(s) managing the draft will first lead the coaches in seeding any coach's related player(s) provided for under Rule 2.11.4 in the proper draft round as determined by the



assessment of the other coaches. Coaches will then draw lots to determine an initial order of the draft. The CLBL Board member(s) managing the draft will then lead the coaches in determining what changes, if any, are required to the initial draft order or related player placement so that the draft is as fair as possible. The group may move player order or coach draft order, by consensus, to determine a final draft order and player placement. If the coaches cannot agree, the CLBL Board member(s) managing the draft will be the final arbiter of draft order and related player placement. Once final draft order is determined, coaches are obliged to use that round's draft pick to choose their related player(s)

### 2.11.3 FLOW OF DRAFT

All drafts will follow a serpentine order. As an example, the table below shows a 6-team draft

ROUND	TEAM 1	TEAM 2	TEAM 3	TEAM 4	TEAM 5	TEAM 6
1	1	2	3	4	5	6
2	12	11	10	9	8	7
3	13	14	15	16	17	18
4	24	23	22	21	20	19
5	25	26	27	28	29	30
6	36	35	34	33	32	31
7	37	38	39	40	41	42
8	48	47	46	45	44	43

**Note:** The last round of the draft is done in reverse order of the first round. In other words, the team with the first overall pick in the draft should end up with the last pick in the draft. If there are fewer players remaining than teams available, teams may exercise the option to pass and therefore not select a player. The option to pass exists as long as there are sufficient teams to select every player in the draft. For example, if there are five players remaining and six teams left to select, team 6 may elect to pass on a draftee. In this example, teams 5 through 1 would



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select players in that order until every child is drafted. All teams choosing to pass must recognize that they may be assigned a late registrant / waitlisted player at a later date.

#### **2.11.4 PLAYERS RELATED TO COACHES**

Players related to a coach are those who are natural-born children, adopted children, children for whom the coach is a legal guardian, grandchildren, nieces, and nephews.

During coaches' registration, coaches shall identify those children whom they wish to claim as related players for the purpose of the draft. Final approval of related players is subject to the consent of the League President.

Only player(s) related to the head coach will be "frozen" in the draft.

#### **2.11.5 SIBLINGS**

In the case of siblings, all brother and sister combinations will be on the same team unless otherwise requested. Siblings on the same team will be seeded by the coaches' rankings. Siblings by League definition are brothers or sisters (by birth, marriage, or legal guardianship) living in the same residence.

The League will not promise any particular team placement except in extreme cases.

#### **2.11.6 ASSISTANT COACHES**

The pre-selection of assistant coaches that results in the "freezing" of players is strictly prohibited. Head coaches may pre-select assistant coaches without eligible players participating in the league in which they will be coaching without penalty.

#### **2.11.7 CLOSING OF THE DRAFT**

After the teams have been formed, coaches may request same-round player swaps. For example, a coach may swap his 6<sup>th</sup>-round draft pick for another coach's 6<sup>th</sup>-round draft pick, if agreed upon by the two coaches and the Director of Coaches or delegated Board member(s).

After the teams have been formed, coaches may request non-same-round player swaps. For example, a coach may swap his 5<sup>th</sup>-round draft pick for another coach's 6<sup>th</sup>-round draft pick, if agreed upon by the coaches and the Director of Coaches or delegated Board member(s).

Should any other adjustments need to be made, they will be done and agreed upon by the majority of the league coaches (not including the two coaches) and the Director of Coaches or



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delegated Board member(s). After this, the draft will be officially closed. After the draft is closed, no team adjustments may be made unless agreed upon by the League President and the Director of Coaches.

### **2.11.8 ABSORPTION OF TEAMS**

In the event that a House team needs to be broken up and absorbed by the league, the placement of the players on that team will be done by the respective House League Director, subject to the approval of the League President. The director will strive for parity among teams.

### **2.11.9 HIGH SCHOOL LEAGUE STRUCTURE**

The High School League consists of boys 9<sup>th</sup>, 10<sup>th</sup>, 11<sup>th</sup> and 12<sup>th</sup> grade leagues and girls 9<sup>th</sup> – 12<sup>th</sup> grades combined. Exceptions to the grade or age level requirements may only be granted by approval of the CLBL Board of Directors.

### **2.11.10 TEAM SIZE (HIGH SCHOOL)**

CLBL considers the optimal High School team size to be:

- Boys 9<sup>th</sup> grade: 8-9 players with a goal of 9 players
- Boys 10<sup>th</sup> grade: 8-9 players with a goal of 9 players
- Boys 11<sup>th</sup> grade: 9-10 players with a goal of 10 players
- Boys 12<sup>th</sup> grade: 9-10 players with a goal of 10 players
- Girls (all): 9-10 players with a goal of 10 players

CLBL will use wait lists to identify those players it may not be able to accommodate. As acceptable coaches are identified, additional registrants may become eligible for placement on a team.

### **2.11.11 TEAM FORMATION (HIGH SCHOOL 10<sup>th</sup>, 11<sup>th</sup>, 12<sup>th</sup> and all GIRLS)**

In keeping with the CLBL culture it is our goal to ensure that everything we do allows our players to have fun while developing skills from our program. At the High School level, we have a unique opportunity for these young adults to expand their experience with the league by allowing them to play a role in the team formation process with oversight from the League to ensure fairness and competitive play.

CLBL High School leagues' process for team formation is as follows for grades 10<sup>th</sup>, 11<sup>th</sup>, 12<sup>th</sup> and all GIRLS:

- (1) During the registration process, registrants are given the opportunity to select



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“teammate/buddy/coach” requests. CLBL High School Directors organize those requested associations for the entire list of registrants prior to skills evaluation sessions.

- (2) "Buddy/Coach" request groups are then tentatively placed on teams, as are all other individual registrants, while considering evaluation scores, positions played, experience, school attending, etc.
- (3) The High School Directors then swap individual players and player buddy groups among teams to optimize competitive balance as best as possible while still honoring the buddy requests, school associations, etc. This swapping process continues until all teams are considered to have reasonable competitive balance by the directors. *(Note: while not all buddy requests will remain fully honored after the swapping process, each player who requested one or more buddies will remain connected with at least one of their requested buddies)*
- (4) The High School Directors distribute draft rosters to the registered head coaches for that league for their review and comment.
- (5) Head coaches return their comments and/or suggested changes to the CLBL High School Directors for consideration. Suggested changes/modifications will be made only at the discretion of the CLBL High School Directors.
- (6) CLBL High School Directors finalize rosters and notify coaches

#### **2.11.12 TEAM FORMATION (HIGH SCHOOL 9<sup>th</sup> GRADE)**

In keeping with the CLBL culture it is our goal to ensure that everything we do allows our players to have fun while developing skills from our program. At the High School level, we have a unique opportunity for these young adults to expand their experience with the league by allowing them to play a role in the team formation process with oversight from the League to ensure fairness and competitive play.

CLBL High School leagues' process for team formation is as follows for 9<sup>TH</sup> grade:

- (1) During the registration process, registrants are given the opportunity to select “teammate/buddy/coach” requests. CLBL High School Directors organize those requested associations for the entire list of registrants prior to skills evaluation sessions
- (2) "Teammate/Buddy/Coach" request groups are then tentatively placed on teams



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- (3) Those players who do not request specific associations such as “teammate/buddy/coach” during on-line registration will be placed on a separate roster for selection via a formal draft per Rule 2.11.3
  - (4) High School Directors and the 9<sup>th</sup> grade head coaches will participate and complete a formal draft for those “non-associated” players and add their drafted players to the “teammate/buddy/coach” requests roster
  - (5) Once the formal draft roster and “teammate/buddy/coach” requests roster is combined the High School Directors will distribute combined roster to 9<sup>th</sup> grade head coaches for review/comments
  - (6) Head coaches return their comments and/or suggested changes to the CLBL High School Directors for consideration. Suggested changes/modifications will be made only at the discretion of the CLBL High School Directors and after receiving agreement/approval from all 9<sup>th</sup> grade head coaches.
  - (7) CLBL High School Directors finalize rosters and notify coaches

If openings occur due to withdrawals or injuries, priority for assigning players off the wait list will be at the discretion of the High School Directors. If no players are available on the waiting list, CLBL will solicit additional players through the appropriate school(s). Coaches should not directly solicit any players.

### **2.11.13 TRAVEL LEAGUE TEAM SELECTIONS**

The selection process for the Travel teams is as follows:

1. Players in the 6<sup>th</sup>, 7<sup>th</sup> and 8<sup>th</sup> grades may try out for travel teams in accordance with PRCS rules. Travel team tryouts should be held at least one week prior to the House league skills evaluations.
2. Travel teams will be selected after tryouts and approved by the CLBL Board of Directors. The CLBL Board of Directors will check player eligibility and ratify the travel teams. Final selections for travel teams must be made prior to House league evaluations.
3. Once the Board ratifies the team selections, the head coaches will notify all players who tried out. Travel team players will be assessed an additional charge of a Board-approved cost to cover the cost of the uniforms they will own at the end of the season.



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## 2.12 CODE OF CONDUCT

CLBL is designed to be a recreational league, one that will benefit all the players and parents, not just a select few. CLBL is responsible for ensuring that its players, coaches and spectators abide by their conduct requirements as outlined in this section. The PRCS Code of Conduct and the CLBL Handbook can be found at ([www.clbl.org](http://www.clbl.org)). **It is the responsibility of each coach, parent and player to understand and abide by the PRCS and CLBL conduct requirements.** These codes of conduct **will** be strictly enforced throughout the season. Coaches shall inform their players and the players' parents about their respective conduct requirements to ensure they understand and accept their responsibilities as stated in the code. **CLBL has a "zero tolerance" policy for poor conduct and failure to adhere to CLBL's Code of Conduct may result in immediate dismissal from the league.**

### 2.12.1 CODE OF CONDUCT REQUIREMENTS

CLBL's conduct requirements for spectators and players should be thoroughly discussed at a pre-season joint meeting between coaches, players and parent/guardians of players. All sponsors, coaches, parents/guardians and players are required to acknowledge requirements during the registration process indicating they understand and accept their responsibilities as stated.

### 2.12.2 SOCIAL MEDIA

CLBL recognizes the use of social media (twitter, Facebook, Instagram, etc.) today and social circles, however with that comes additional avenues for hazing, cyber-bullying and taunting. As such anything brought to the league's attention and determined by the board of directors to be inappropriate, offensive, bullying, hazing, taunting or otherwise poor conduct will be immediately suspended for minimally for 2 weeks, and expulsion from the league for the duration of the season. The league reserves the right to determine what is and is not appropriate. If you have a concern or need to report such an infraction, please email [vp-member-relations@clbl.org](mailto:vp-member-relations@clbl.org).

### 2.12.3 INTERACTION WITH OFFICIALS

Coaches, assistant coaches, players, score keepers, time keepers, parents and fans are to refrain from any type of inappropriate engagement (verbal or physical) or contact with game officials. Game officials include referees, clock operator and book operator. Per VHSL rules, only the head coach is permitted to interact with game officials. Coaches are responsible for the conduct of their players, spectators and coaching staffs. Anyone who makes inappropriate contact with the officials beyond what is described above, will be minimally suspended for 2 weeks, and may be dismissed from the league for the duration of the season. The league reserves the right to determine what is and is not appropriate. If you have a concern or need to



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report such an infraction, please email [vp-member-relations@clbl.org](mailto:vp-member-relations@clbl.org).

#### **2.12.4 DEFINITION OF OFFENSIVE ACTIONS**

No coach, player, parent/guardian or spectator is to:

1. Refuse to abide by an official's or PRCS representative decision; or
2. Be guilty of objectionable demonstration by throwing equipment or any other forceful action; or
3. Be guilty of yelling and/or heaping verbal abuse upon an official for any decision or judgment; or
4. Be guilty of heaping verbal abuse upon a player, a coach, official or spectator; or
5. Be guilty of being dismissive, disrespectful or verbally abusive to a Youth Coach
  
6. At any time, lay hands upon, push, shove or strike an any person; or be guilty of physical attack as an aggressor upon any player, coach, official, spectator, Recreation Building Director or school staff.
7. Throw a basketball with the intent of physical violence
8. Remove jersey in protest after an official decision by referee, and/or after ejection.
9. Yell, scream, foot-stomping or use any type of "noise-makers" at an opposing player to disrupt a shot (e.g. fast break layup, jump shot, foul shot).
10. Using noise-makers during any part of a game
11. Any other behavior that at the discretion of the game officials and/or the CLBL Board is inconsistent with the spirit of the rules of the game.

#### **2.12.5 CLBL IMPROPER CONDUCT ADJUDICATION**

Conduct of players, coaches or spectators detrimental and contrary to the CLBL Codes of Conduct can result in suspension and/or dismissal from the league at the discretion of the CLBL Conduct & Disciplinary Committee. Determinations made by the CLBL Conduct Committee are final and may not be appealed.

##### **2.12.5.1 IMPROPER CONDUCT PENALTIES**

Improper conduct on the part of players, coaches or spectators may result in, but is not limited to, the following penalties as determined by the CLBL Conduct & Disciplinary Committee: suspension from practices, games or CLBL functions for the rest of the season; expulsion from the gym; forfeiture of the game; or expulsion from the League (without a refund). Any player and/or coach who pushes, hits, punches, slaps or otherwise lay hands upon another, will be



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minimally suspended for a **minimum** of (2) two consecutive practices and two consecutive games and/ or dismissed from the league. **This automatic penalty may not be appealed.**

All activities concerning technical fouls, ejections, and inappropriate conduct will only be discussed between the CLBL President, League Board of Directors, Conduct & Disciplinary Committee and concerned parties, which may include the player and or their parents and coach, and the league commissioner.

### **2.12.5.2 PENALTIES FOR EJECTIONS**

All ejections will automatically result in the ejected player, coach or spectator being suspended for the next game. Players and coaches will not be permitted to participate in any practices between the offending game and the suspended game. **This automatic one game suspension may not be appealed.** Additional sanctions may be administered by the CLBL Conduct & Disciplinary Committee. Players, coaches or spectators who are ejected from a second game during a season or are suspended twice during the same season for ejection or technical fouls, will be automatically dismissed from the League (with no refund).

The Conduct & Disciplinary Committee must approve permission for any suspended player or coach to participate in games after the incident for which they were ejected. All rulings of the Committee will be expedited, provided that both coaches and game officials report the facts relative to the ejection promptly to the Committee.

A player, coach or spectator ejected from a game should be notified at the time as to the cause of the ejection. A written report by the ejecting game official explaining the reason(s) for the ejection should be made in all situations involving an ejection (but is not required).

Any person striking or shoving a game official will be permanently dismissed from the League (with no refund).

Coaches are required to notify the Director of Conduct and respective House League Director within 24 hours of any player, coach or spectator ejected during their games. This responsibility for notification lies with both coaches and failure to report these infractions may result in a forfeiture of a game.

### **2.12.5.3 MINIMUM PENALTIES FOR TECHNICAL FOULS**

Procedural technical fouls shall be reviewed by the CLBL Conduct & Disciplinary Committee to determine penalty, if applicable. Behavioral technical fouls shall result in a minimum penalty of:

- First Offense: Probation for the remainder of the season as defined by these rules.
- Second Offense: One-week suspension, to include practice(s) and one game.



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- Third Offense: Dismissal from the league.

A “bench” technical foul will be assessed to the Head Coach.

Any coach who receives a technical foul during the end-of-season tournament resulting in probation shall be subject to probation through the end of the calendar year in which the probation is received.

Any coach who receives a technical foul during the last game of the end-of season tournament requiring a suspension under these rules shall serve the required suspension during the first week of the next regular season and be on probation for that entire season.

These automatic penalties are not subject to appeal. The CLBL Conduct & Disciplinary Committee may review each incident and may increase or decrease the severity of the penalties. If you receive a technical foul start serving your penalty immediately unless informed otherwise by the League President.

It is the responsibility of both coaches in a game to report technical fouls to the commissioner for their league. Any coach that does not, within 48 hours of the end of the game, report a technical foul that occurred during said game will be referred to the Conduct & Disciplinary Committee for further action.

### **2.12.6 SUBMISSION OF APPEALS**

A written appeal (for any non-automatic Board imposed penalties) may be made to the CLBL Conduct & Disciplinary Committee within 24 hours of the penalty decision, for consideration by the CLBL Board of Directors. The decision of the CLBL Board of Directors will be final.

### **2.12.7 UNSPECIFIED PENALTIES**

It is not a requirement for an individual to be ejected from a CLBL activity or be assessed a foul of any kind by the referee(s) or the PRCS representative(s) for the CLBL Board of Directors to suspend or expel any CLBL participant for inappropriate behavior during a CLBL activity. The CLBL President can implement variations of the above rules, in agreement with the CLBL Board of Directors if the situation warrants it. When penalties for rule violations are not specified in these rules, the CLBL Board of Directors will decide penalties.

## **3. GAME DAY / GAME RULES**

### **3.1 SCHOOL FACILITY CONTROL**



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Players may neither wear jewelry nor chew gum during games or practices. Food and drinks are prohibited in the gyms by school rules, except water in a capped container. No radios or valuables may be brought to the gym. CLBL use of the school facilities is jeopardized by violation of this rule. To preserve CLBL use of the facilities, coaches must ensure all players and spectators are aware of this rule. Coaches must also enforce this rule.

The Loudoun County PRCS Facility Attendant oversees the school facilities and will interpret all rules and regulations of PRCS pertaining to the use of the facilities.

### **3.1.1 GYM OPENING TIME**

When possible, gyms will be open 15 minutes prior to the start of the first practice or game. The PRCS Facility Attendant, the custodian or the school administration may adjust this opening time at their full and unilateral discretion.

### **3.1.2 TEAM CONDUCT PRIOR TO SCHEDULED GAME**

Teams waiting to play their games should be seated in the stands until time for their game. No basketballs other than the team balls are allowed in the gym. No shooting at the baskets is permitted during time-outs or intermissions. Before each game only the teams warming up for that game should be shooting at the baskets.

Only uniformed players assigned to court/gym are permitted on the court. Anyone who does not comply with this rule is subject to suspension and ejection from the facility.

### **3.2 HOME TEAM DESIGNATION**

The home team will be designated on the schedule. Normally, the home team will be the team on the right side of the schedule. For example, 1 vs. 2 means team 2 is designated as the home team.

### **3.3 SCORE TABLE ASSIGNMENTS**

No member of the team's coaching staff may serve as their game's scorebook keeper or timekeeper. It shall be the responsibility of each coach to provide knowledgeable individuals to perform these duties. If coaches cannot agree on score table assignments, the home team will provide a scorebook keeper and the visiting team a timekeeper.

No person under the age of 18 shall be allowed to serve as the official scorebook keeper or timekeeper unless approved, in advance, by the League President. The CLBL Board shall maintain a list of those individuals under the age of 18 who are approved by the League to perform these tasks (e.g., students wishing to fulfill community service obligations, etc.). The



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list should be available to coaches by email, posting on website, and/or listed in the book in the game site boxes.

**The scorebook at the table is considered the official record of the game.**

Scorekeepers and timekeepers are officials of the game and must act accordingly. Coaching, cheering, using electronic devices, and/or doing any other distractive activity from the scorer's table is strictly prohibited and a violation of our conduct requirements. Failure to comply with this rule may result in a technical foul may assessed against the team being represented. Those violating this rule, upon official notice from the Board of Directors, will no longer be allowed to perform duties at the scorer's table.

### **3.4 GAME TIME LIMITS**

Games will be played by quarters. The length of each quarter will be:

- 10-minute running clock for 1<sup>st</sup> and 2<sup>nd</sup> grades (boys and girls), clock stops only for free throws, time outs, and injuries
- 6 minutes for all House League games – 8<sup>th</sup> grade and below, boys and girls.
- 7 minutes for High School League games – 9<sup>th</sup> and 10<sup>th</sup> grade boys
- 8 minutes for High School League games – 11<sup>th</sup> and 12<sup>th</sup> grade boys, and Girl's High School.

Overtime will consist of one 3-minute period during the regular season. Games that are tied after one overtime period shall end in a tie. During the playoff tournament, overtime periods will continue to be played until a winner is determined.

**Note:** During overtime, there are no playing time restrictions.

#### **3.4.1 WARM-UP TIMES**

Teams should be ready to play 5 minutes before their scheduled game time. Under normal scheduling circumstances, 10 minutes will be allowed for warm-ups between games and 5 minutes between halves. In cases where game day schedules get delayed, warm ups may be less than 10 minutes, but no less than 3 minutes in any case.

Referees may designate the length of warm-ups and halftime but cannot dictate starting prior to scheduled game time unless both head coaches agree.

#### **3.4.2 ALLOWABLE TIME-OUTS**



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A maximum of three full (one minute) time-outs and two 30-second time-outs are allowed per team per game. One additional full time-out will be given to each team per overtime period. During overtime, teams retain their unused time-outs from regulation play.

It should be noted that for 30 second time-outs, the players must remain on the court during this time.

### **3.5 EQUIPMENT**

#### **3.5.1 UNIFORM REQUIREMENTS**

Each House team will be furnished with game league jerseys. Players not having a league jersey will not be allowed to play in the game.

Players on a team may wear undershirts under their game jersey. Not all players have to wear an undershirt. If an undershirt is worn, the t-shirt must match the color of the jersey (white under white or blue under blue).

Players may be required to change non-matching undershirts at the referee's discretion.

Players must have shorts pulled up to their waist and jerseys must be tucked into the shorts. Players who wear their shorts too low will receive a technical foul each time the referee makes the call.

Players may wear a tight-fitting cap, or a scarf tied in a knot about the head for religious purposes. A head covering, or wrap must not be abrasive, hard or dangerous to any other player and must be attached in such a manner it is highly unlikely it will come off during play. No "free-flowing" article of clothing may be worn during the game for any reason.

The home team or the higher seeded team (whichever is applicable) will wear the lighter colored jersey in all House league regular season and tournament games.

#### **3.5.2 GYM SHOE REQUIREMENTS**

Players cannot wear shoes that will leave marks on the gym floor. Players' shoes should not be worn out of doors into the gym.

#### **3.5.3 JEWELRY LIMITATIONS**

Players cannot wear jewelry on the gym floor during any practice or game. This includes, but is not limited to, earrings, bracelets, necklaces, watches and hair ties with metal or hard plastic clasps. **All earrings/piercings must be removed**; tape or Band-Aids over earrings/piercings are



not acceptable for play.

### **3.5.4 EYEGLOSS LIMITATIONS**

A player wearing glasses must have shatterproof lenses or an eyeglass protector (e.g., goggles).

### **3.6 HOUSE LEAGUE RULES OF PLAY**

The CLBL House League is set up for the enjoyment of the game of basketball for all players, not just the few that excel at the game. Should parents, coaches or players seek more competition, there are other leagues that will accommodate them. This league is designed to teach each individual the fundamentals of basketball, passing, dribbling, shooting and defense.

Playing or coaching to win is acceptable; however, coaches must remember that this is a recreational league. Deliberately running up the score is prohibited. Coaches shall attempt to create a competitive game by adjusting offensive and defensive strategies to provide a fun, educational, and recreational environment for all participants on both teams.

**Coaches shall use these techniques intermittently during the game to maintain the score within:**

- 20 points in 7th grade and above Leagues**
- 15 points in 5th and 6th grade Leagues**
- 10 points in 1st through 4th grade Leagues**

Suggested techniques for managing a lead include:

- Substitutions of weaker eligible players (without violating playing time rules)
- Stop fast-breaking. Pull back on fast breaks and allow defense to set up
- Require a set number of passes before any shot attempt (3 passes? 5 passes? All players on floor must touch ball before shot, etc.)
- Change position assignments, such as:
  - Have a center play point guard to work on ball-handling skills
  - Star point guard moves to wing player and focuses on passing and picks
  - Smaller players move to post positions to work on rebounding skills against larger players
- Switch defensive assignments so weaker players are challenged by stronger player
- Assigning players to work on ball-handling with their weaker hand
- Limit dribbling, work on passing (e.g., no more than 1 dribble? or 2 dribbles, then must pass or shoot)
- Only players that have not scored yet area allowed shoot
- Encouraging better players to work for an assist rather than a shot



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In the event any team's score in a game exceeds the other team's score by more than the above score differential goals, the designated time keeper, at the discretion of the trailing team's coach shall allow the game clock to continue to run, except for time outs and foul shots, until the end of the game. Any decision by the coach of the trailing team to allow the score clock to continue to run during any game under this Rule shall be irreversible for the duration of the game.

### **3.6.1 BASKET HEIGHT AND COURT ADJUSTMENTS**

The following table summarizes the basket height and court adjustment rules:



	<b>Basket Height</b>	<b>Ball Size</b>	<b>Free Throw Line</b>	<b>Jump Over Free Throw Line?</b>
<b>All 1<sup>st</sup> Grade</b>	8 ft	27.5"	-24 in	Yes
<b>All 2<sup>nd</sup> Grade</b>	8 ft	27.5"	-24 in	Yes
<b>All 3<sup>rd</sup> Grade</b>	9 ft	28.5"	-12 in	Yes
<b>4<sup>th</sup> Grade Girls</b>	9 ft	28.5"	-12 in	Yes
<b>4<sup>th</sup> Grade Boys</b>	10 ft	28.5"	- 12 in	Yes
<b>5<sup>th</sup> Grade Girls</b>	10 ft	28.5"	Standard	Yes
<b>5<sup>th</sup> Grade Boys &amp; All 6<sup>th</sup> Grade</b>	10 ft	28.5"	Standard	No
<b>6<sup>th</sup> Grade Girls</b>	10 ft	28.5"	Standard	No
<b>6<sup>th</sup> Grade Boys</b>	10 ft	28.5"	Standard	No
<b>7<sup>th</sup> Grade Girls &amp; Above</b>	10 ft	28.5"	Standard	No
<b>7<sup>th</sup> Grade Boys &amp; Above</b>	10 ft	29.5"	Standard	No

Three-point shots are permitted only in gyms where the 3-point arc is appropriately marked.

NOTE OF FREE THROWS: Players that are on either side of the lane can move on the release (no longer required to wait until the ball hits the rim). The shooter and players that are not physically on the lane are required to wait until the ball hits the rim before they are able to move towards the basket.

### **3.6.2 PLAYING TIME RULES FOR HOUSE LEAGUE**

#### **3.6.2.1 PLAYING TIME RULES (GRADES 1 – 8)**

Each player **must** start, play through, and finish one quarter in each half of the game. For teams with 7 or more players, each player **must** sit out one full continuous quarter per game.



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Each player attending at least one practice the preceding week shall play at least the minimum playing time provided under these rules and will be subject to the maximum playing time rules. A coach may, at his or her discretion and upon approval of the Director of Conduct and respective House League Director, refuse to allow any player to play in any game if the player has failed to attend at least one (1) practice during the immediately preceding seven (7) day period other than because of excused absences. Every coach shall notify the parents of all his or her players of the foregoing rule at the initial team meeting. Further, the coach of any player denied playing time in any game under this rule shall notify the coach of the opposing team at or before any game in which the suspension shall take effect. Only players who are expected to meet the minimum playing time rules will be eligible to participate in a game and wear their uniforms on the bench. Players denied playing time because of unexcused absences under the rule or who are injured or ill at the start of a game should not participate in the game. Injured players as well as players denied playing time because of unexcused absences may sit on the bench but may not be in uniform. Ill players may not sit on the bench under any circumstances.

The playing time rule will be determined by the number of eligible players in uniform on the bench (i.e., available to play) at the end of the first quarter.

**Note:** During overtime, there are no playing time restrictions.

Coaches should refer to Section 3.8 for examples of playing time rules and a playing time planning sheet for use during games.

#### **3.6.2.1.1 PLAYING TIME RULES - 6 PLAYER TEAMS (GRADES 1-8)**

Under the 6-player playing time rule, no player may play less than 75% of the game. In other words, no player may sit out more than the equivalent of one quarter of the game. This is the minimum playing time rule for a 6-player team. There is no maximum playing time rule. Therefore, each player will play 75-100% of the game. If a player is required by a game official to leave the court due to injury, illness or rule infraction, the coach may make a one-for-one substitution. The coach must return the exited player to the court as soon as possible. The quarter will be considered as played in full for the exited player and sat out in full for the substitute.

#### **3.6.2.1.2 PLAYING TIME RULES- 7-10 PLAYER TEAMS (GRADES 1-8)**

For teams with 7 to 10 players, each player will play 50-75% of the game. The coach is **required** to comply with the playing time rules

If a player is required by a game official to leave the court due to injury, illness or rule infraction, the coach may make a one- for-one substitution. The player that is substituted in must be a



player that the coach was intending to play less than 75% of the game. The coach must return the exited player to the court as soon as possible. The quarter will be considered as played in full for the exited player. For the player who was substituted in, the quarter will be considered as having been sat out in full.

If a player is fouled out, the coach must put in a player that the coach was intending to play less than 75% of the game. For a 7-player team, if a player is fouled out by the 2<sup>nd</sup> quarter, it is understood that the coach may not be able to adhere to the maximum playing time rule; two players may end up playing in all four quarters.

### **3.6.2.1.3 SUBSTITUTING PLAYERS (GRADES 1 – 8)**

Players may be substituted during a quarter in any league, but **only** in accordance with the minimum and maximum playing time rules. Please refer to sections 3.6.2.1, 3.6.2.1.1, and 3.6.2.1.2 for detailed playing time rules and substitution guidelines based on team size. **Substitution is allowed mainly to allow coaches to provide more equal playing time and is NEVER an excuse for violating playing time rules.**

**Note: Substituting a player in foul trouble must still comply with all playing time rules. This does not constitute an opportunity to violate playing time rules.**

### **3.6.2.1.4 SUMMARY OF PLAYING TIME RULES (GRADES 1 – 8)**

The table below is a summary of the minimum and maximum playing time rules (excluding fouled-out player situations). The playing time rule will be determined by the number of eligible players in uniform on the bench at the end of the first quarter. Please refer to sections 3.6.2.1, 3.1.6.2.1.1, and 3.6.2.1.2 for detailed playing time rules and substitution guidelines based on team size. In addition, refer to Appendices D and E for playing time examples and a playing time planning sheet for use during games.

<b># of players</b>	<b>Minimum playing time*</b>	<b>Maximum Playing Time*</b>	<b>In-Quarter Substitutions**</b>
6	75%	100%	Yes, for all leagues
7	50%	75%	Yes, for all leagues
8	50%	75%	Yes, for all leagues
9	50%	75%	Yes, for all leagues
10	50%	50%	Yes, for all leagues



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\* Each player **must** start, play through, and finish one quarter in each half of the game. For teams with seven or more players, each player **must** sit out one full continuous quarter per game. Minimum/maximum playing time rules are NOT determined by cumulative minutes played.

\*\* Only in accordance with playing time rules (see 3.6.2.1.3 for details).

### **3.6.2.1.5 HIGH SCHOOL LEAGUE PLAYING TIME RULES**

For 9<sup>th</sup> and 10<sup>th</sup> grade leagues, if there are seven (7) or more players, all players must play a minimum of 7 minutes and sit out for 7 minutes. If there are six (6) players, there is no maximum playing time, but all players must play half the game (14 minutes).

For 11<sup>th</sup> and 12<sup>th</sup> grade leagues, if there are seven (7) or more players, all players must play a minimum of 8 minutes and sit out for 8 minutes. If there are six (6) players, there is no maximum playing time, but all players must play half the game (16 minutes).

#### **3.6.2.1.5.1 HIGH SCHOOL LEAGUE PLAYING TIME GAME RECORD**

A playing time sheet tracking the player substitutions and time of substitutions must be maintained at the scorer's table and is considered an appendix to the scorebook. This record must be maintained properly for calculation of playing time in support of potential protests based on playing time. Players are required to check in and out of the game via the scorer's table to support the integrity of the playing time record. Improper and/or incomplete game books affect the ability for the Conduct Committee to make informed decisions therefore it is important that the parent volunteers follow league rules and game book tutorials prior to volunteering to manage the book.

### **3.6.2.3 VIOLATION OF PLAYING TIME RULES**

Violation of playing time rules will be reviewed by the Conduct & Disciplinary Committee. The committee will review the reported violation and may recommend action. Penalties may include, but not be limited to, forfeiture, probation and/or suspension. Repeated offenses will be reviewed, and may result in suspension, and possibly the coach being relieved of coaching duties.

Violating playing time rules to make the game more competitive when exceeding the other team's score differential as defined in the beginning of Section 3 may not be considered a violation of the playing time rules by the CLBL Board of Directors. The coach of the leading team must get approval from the losing team's coach during the game prior to making substitutions in effort to make the game more competitive. This approval must be noted and initialed by both coaches in the score book at the point of agreement (quarter and time of



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agreement noted).

CLBL has had difficulty managing this rule in the past, as a few coaches always find a way to try to take advantage of the rule. This rule is one of CLBL's most important rules and violations will be considered a violation of the CLBL rules and by-laws. CLBL Conduct Committee retains the right to render effective judgement and potentially deny a forfeit if it is deemed in the best interest of the league.

**Note:** Officials are NOT expected to monitor this issue. If a player, parent or opposing coach has issue with the way another team is managing this rule a board member should be contacted, or a coach can register a formal protest. Coaches should not disrupt the game, in any manner, to discuss playing time rules. Prior planning is the key to success in managing playing time (see paragraph 3.8).

**Coaches are strongly encouraged to complete the playing time sheet prior to game time to ensure compliance of the playing time rules.**

### **3.6.3 DEFENSIVE RULES**

Proper defensive fundamentals should be taught and used in all leagues. Either man-to-man or zone defense is allowed, subject to the league specific restrictions below. If these defensive rules are not followed, the referee can stop play or reverse a turnover. It should be noted that the primary responsibility for implementing and enforcing these defensive rules lies with the head coach. While we cannot write a rule to cover every situation, the intent is to promote and environment for instruction and fundamentals for all skill levels, as well as a balanced blend of competition. Head coaches, particularly in 1<sup>st</sup> through 4<sup>th</sup> grade leagues, should work together to ensure these rules are adhered to and league goals are met. Any coach with multiple reported violations shall be investigated by the Board of Directors for further appropriate action.

In addition, where an offense is clearly set up to circumvent the league-specific defensive rules (e.g. isolation, four corners), the official shall whistle the play dead immediately. The first incident in the game will be a warning to both teams and subsequent violations will result in automatic change in possession. At the official's discretion, repeated violations may result in a behavioral technical foul assessed to the team's head coach.

In any situation where defensive rules are violated (illegal defense, illegal press, (or matchup manipulation in 1<sup>st</sup> and 2<sup>nd</sup> grades)), the official shall whistle the play dead at such a time not to interrupt an offensive attack on the basket. The first incident in the game will result in a warning to the violating team. At the official's discretion, repeated violations may result in behavioral technical fouls assessed to the violating team's head coach.

#### **3.6.3.1 DEFENSE – 1<sup>st</sup> through 4<sup>th</sup> GRADE LEAGUES**



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The following defensive rules are in effect in 1<sup>st</sup> through 4<sup>th</sup> grade leagues:

1. While the ball is being walked up from the backcourt, defensive players must remain below the top of the key. If the ball is dribbled across the half-court line, defense may not be initiated until the ball and both feet of the dribbler are across the half-court line. If the ball is passed across the half-court line, defense may be initiated as soon as the receiving player touches the ball (establishing control of the ball is not necessary). Any pass from midcourt into the region below the top of the key shall be considered live and defense can be initiated without constraint. The intent is to allow the offense to regularly advance the ball into the forecourt and establish an offense.
2. No trapping or double team defenses (i.e., defenses designed solely as such) are allowed in 1<sup>st</sup> through 4<sup>th</sup> grade Leagues. Proper “help” defensive techniques are allowed and should be taught and used. In most cases, double-teaming in the lane is considered proper help defense. Defensive players may not simply stay in the lane or “hawk the ball” without proper defensive position between their man and the basketball. The intent is to promote proper team defense *and* offense, not to create defenses that are ever more exotic and offenses that take advantage of the rules or simple disparity of player talent, at the expense of teaching fundamentals.
3. Zone defense is not allowed in 1<sup>st</sup> through 4<sup>th</sup> Grade Leagues, and only man-to-man (hereinafter “MTM”) defense is permitted. The intent is for players at this level to develop their MTM skills first, as follows: 1). MTM Defense “On the Ball”: When the person a defender is assigned to guard has the ball, the defender must be in an active guarding position and move his or her position on the floor in relationship to where their assigned opponent moves, endeavoring to maintain no more than an arm’s length distance from their opponent; 2) Defending “Off the Ball”: When the person a defender is guarding does not have the ball, a defender shall employ the “ball-player-self” or “triangle” concept, positioning his or her self so that he or she can see the ball while keeping track of his or her assigned opponent. In either case, a defender may leave his or her position on the floor to provide proper “help” defense, or defend a player entering the lane.
4. For first and second grade, backcourt defense is prohibited. For 3<sup>rd</sup> and 4<sup>th</sup> grade, backcourt defense is prohibited EXCEPT in the last sixty (60) seconds of the fourth period or the last sixty (60) seconds of any overtime period of a game. A team leading by 10 points or more entering the last 60 seconds of the fourth period or any overtime period is not permitted to defend in the backcourt until their lead drops below ten (10) points.
5. If the team on offense attempts to fast break or tries to push the pace to overtake the defense, the team on defense will be allowed to play defense at that time. A fast break is defined as any time a player tries to pass over or dribble past the defense. When attempting a fast break, the offensive team gives up the right to walk the ball up the floor



uncontested.

6. The use of one or more offenses designed to exploit the MTM defense requirement at the 1<sup>st</sup> through 4<sup>th</sup> Grade levels in violation of the spirit of these rules, such as using one or more so-called “spread-em-out” offensive techniques or during out of bounds plays, are prohibited. The first violation of this paragraph shall result in a warning. A second violation shall result in a technical foul being charged to the offending coach. Any subsequent violation of this paragraph in the same game shall constitute grounds for forfeiture of the game to the opposing team upon the application of the latter’s coach and approval by the Board. Repeated violations in multiple games will be grounds for board investigation for possible disciplinary action.
7. For 1<sup>st</sup> and 2<sup>nd</sup> grade, teams will provide a ranking roster to the league before the first game to be distributed to all coaches within those divisions.

### **3.6.3.2 DEFENSE - 5TH AND 6TH GRADE LEAGUES**

The following defensive rules are in effect in 5<sup>th</sup> and 6<sup>th</sup> grade leagues:

1. Prior to the midpoint of the season (prior to game 6), while the ball is being walked up from the backcourt, defensive players must remain below the top of the key. If the ball is dribbled across the half-court line, defense may not be initiated until the ball and both feet of the dribbler are across the half-court line. If the ball is passed across the half-court line, defense may be initiated as soon as the receiving player touches the ball (establishing control of the ball is not necessary). Any pass from midcourt into the region below the top of the key shall be considered live and defense can be initiated without constraint. The intent is to allow the offense to regularly advance the ball into the forecourt and establish an offense.
2. Trapping or double team defenses (i.e., defenses designed solely as such) are allowed in 5<sup>th</sup> and 6<sup>th</sup> grade Leagues; however, prior to game 6, the remaining defenders (i.e. those not trapping / double-teaming) must remain in man-to-man defensive position. Proper “help” defensive techniques are allowed and should be taught and used. Defensive players may not simply stay in the lane or “hawk the ball” without proper defensive position between their man and the basketball. The intent is to promote proper team defense *and* offense, not to create defenses that are ever more exotic and offenses that take advantage of the rules or simple disparity of player talent, vice teaching fundamentals.
3. Zone defense is not allowed in the 5<sup>th</sup> and 6<sup>th</sup> Grade levels prior to game 6, and only man-to-man (hereinafter “MTM”) defense is permitted through that date; after game 5, zone defense is permitted but only in the second half of games. The definition of MTM defense set forth in Rule 3.6.3.1 shall apply.
4. Backcourt defense is prohibited prior to game 6, and only in the second half of any game thereafter and only so long as the pressing team is not leading by 15 points or more.



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However, backcourt defense is allowable in the last sixty (60) seconds of the fourth period or the last sixty (60) seconds of any overtime period of a game on or after game 6. A team leading by 15 points or more entering the last sixty (60) seconds of the fourth period or the last sixty (60) seconds of any overtime period is not permitted to defend in the backcourt unless and until their lead drops below fifteen (15) points.

5. In non-pressing situations, if the team on offense attempts to fast break or tries to push the pace to overtake the defense, the team on defense will be allowed to play defense at that time. A fast break is defined as any time a player tries to pass over or dribble past the defense. When attempting a fast break, the offensive team gives up the right to walk the ball up the floor.
6. The use of one or more offenses designed to exploit the MTM defense requirement at the 5<sup>th</sup> and 6<sup>th</sup> Grade levels in violation of the spirit of the rules, such as using one or more so-called “spread-‘em-out” offensive techniques shall be prohibited. The penalties set forth under section 3.6.3.1 above shall apply in the case of one or more violations of this paragraph.

### **3.6.3.3 DEFENSE - 7TH GRADE AND ABOVE LEAGUES**

The following defensive rules are in effect in 7<sup>th</sup> grade and above leagues:

1. Full-court pressing defense is allowed as long as the pressing team is not leading by 20 points or more.

### **3.6.4 SPECIAL 1<sup>st</sup> and 2<sup>nd</sup> GRADE RULES**

#### **3.6.4.1 COACH MOVEMENT ACCOMMODATIONS FOR 1<sup>ST</sup> AND 2<sup>ND</sup> GRADES**

1<sup>st</sup> and 2<sup>nd</sup> grade coaches are accommodated additional freedom of movement on and around the court during the game. This accommodation is for instructional purposes only. In all cases, these coaches must be officially registered with CLBL.

- 1<sup>st</sup> Grade boys, 1<sup>st</sup> and 2<sup>nd</sup> grade girls – one coach may be around the baseline and one around mid-court, and these coaches can step on the court so long as they do not interfere with play or referees
- 2<sup>nd</sup> grade boys – one coach must remain in the coach’s box, and one coach may be on the baseline on the opposite end of the court from the team’s bench.
- It is the coach’s responsibility to avoid interference with play and movement / vision of the referees. If the referee determines that interference has occurred, the referee may require that team’s coaches to remain in the coach’s box or on the bench for the remainder of the game.

#### **3.6.4.2 FREE THROWS FOR 1<sup>ST</sup> AND 2<sup>ND</sup> GRADES**



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- 1<sup>st</sup> and 2<sup>nd</sup> grade leagues will shoot a single free throw worth 2 points for all shooting fouls.

### **3.6.5 FORFEIT PROCEDURES**

A game will be declared a forfeit if:

- A team is not ready to play within 10 minutes after the scheduled game time or 10 minutes after the termination of a preceding game whichever is later.
- A team cannot field a minimum of 5 players within 10 minutes after the scheduled game time or ten minutes after termination of a preceding game, whichever is later.
- Once the game has started with 5 players, it may be finished in accordance with NFHS rules.

A game may be declared a forfeit by the CLBL Conduct Committee if an official protest is filed in accordance with section 3.6.7 after the completion of the game and it is upheld for the following:

- A team plays an ineligible player.
- A team does not adhere to playing time requirements.
- A team violates CLBL rules and/or policies.

### **3.6.6 SCORE REPORTING PROCEDURES**

The coaches of both teams participating in any given game are required to submit scores as part of the formal game report within 48 hours of the completion of each game.

### **3.6.7 PROTESTS**

#### **3.6.7.1 LIMITATIONS**

No protests on game situations (official judgment) are allowed. If a ruling is believed to conflict with the National Federation of High School Basketball Rules, these CLBL Rules or a question of eligibility is involved, any observer of the infraction in question may file a protest of the game (head coach, assistant coach, spectator, etc.). Any protest MUST include a picture of the score book. Please do not submit video of minor children to the league for this purpose.

#### **3.6.7.2 GAME PROTEST REQUIREMENTS**

Notification of the intent to protest, if known, should be stated by the protesting party at the time of the infraction if possible and without interruption and/or interfering with the opposing coaches team meeting. If a discussion between the two head coaches after the game is not possible, the party who intends to file a protest must first call the opposing coach to discuss the alleged violation to understand if there were any issues/injuries, etc., not record properly in the scorebook by the volunteer parent. Once the phone conversation has concluded and the protesting party



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wishes to submit a formal protest, they may do so by emailing “[protests@clbl.org](mailto:protests@clbl.org) within 24 hours of the game concluding.

In situations where a Youth Coach is involved, the protesting coach must contact the Director of Youth Coaching [youth-coaching@clbl.org](mailto:youth-coaching@clbl.org) and the Vice President of Member Relations [vp-member-relations@clbl.org](mailto:vp-member-relations@clbl.org) prior to contacting a Youth Coach. As our Youth Coaches are in a mentor/mentee program the Director of Youth Coaching will assist in this learning process and work with both parties toward a resolution in the best interest of the league.

If a Youth Head Coach would like assistance in reporting a protest, he or she may contact [youth-coaching@clbl.org](mailto:youth-coaching@clbl.org) and/or [vp-member-relations@clbl.org](mailto:vp-member-relations@clbl.org) for immediate assistance.

### **3.6.7.3 PROTEST SUBMISSIONS**

Protesting coach contacts via phone the opposing coach. Next, a written protest (e-mail) must be submitted to the league at [protests@clbl.org](mailto:protests@clbl.org) within 24 hours of the completion of the game. The Director of Conduct will review the protest and speak to both coaches. The opposing team's written response must be submitted to the Director of Conduct within 48 hours of notification of the protest.

#### **3.6.7.3.1 PROTEST INFORMATION REQUIREMENTS**

Each protest (or response) must contain the following information, submitted to the Director of Conduct via email at [protests@clbl.org](mailto:protests@clbl.org):

1. Date, time and location of the game.
2. Names of officials, scorekeeper and timekeeper (if known).
3. The rule of infraction.
4. The name(s) of the coach(s) and/or player(s) in question.
5. The decision and conditions that led to the protest.
6. Any supporting documentation (e.g. picture of scorebook / playing time sheet). Do not send videos of minor children.

#### **3.6.7.3.2 REVIEW PROCEDURES**

The Director of Conduct will provide submitted evidence to the Conduct & Disciplinary Committee for review. The Committee will review information gathered. The Conduct Committee will come to a decision based upon whether an advantage was gain due to playing time, review of rules and other considerations (injuries, players fouled out, etc.). The Committee will provide the finding to the Director of Conduct. Director of Conduct will communicate the Committee's decision to the coaches involved in the protest. The coaches from both teams will be notified of



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all decisions by the Director of Conduct. This decision is final, binding and may not be appealed.

In addition, if a coach violates the rules to comply with the spirit of making the game more competitive, the CLBL Board of Directors at their discretion may not consider this a violation.

### **3.7 TRAVEL LEAGUE RULES OF PLAY**

Rules for the PRCS Travel League are determined by PRCS and available at [www.clbl.org](http://www.clbl.org). All CLBL travel coaches will adhere to PRCS Travel League rules and to applicable rules and policies set by CLBL.

#### **3.7.1 VIOLATIONS OF TRAVEL LEAGUE RULE**

##### **3.7.1.1 GENERAL VIOLATIONS**

The PRCS Travel League coordinators may deal with violations of PRCS Travel League rules, but the CLBL Board reserves the right to further discipline travel coaches for violations of Travel League rules. The CLBL Board requires all travel coaches to abide by the applicable minimum playing time rules and other rules of the PRCS Travel League and CLBL. Travel coaches who violate these rules may be disciplined as the CLBL Board deems appropriate.

##### **3.7.1.2 PLAYING TIME RULE VIOLATIONS**

See Section 3.6.2.3 for penalties for violations of playing time rules. These penalties apply to both CLBL House and Travel league coaches. Teams that are proven to have violated playing time rules will forfeit the game in question (regardless of PRCS rules in effect).

CLBL encourages all travel team coaches to provide each player with a minimum of one quarter of aggregate playing time.

### **3.8 GAMEPLAN TEMPLATES FOR COMPLYING WITH PLAYING TIME RULES (Grades 1-8)**

The following templates can be used to plan for player substitutions during the game. Templates in Excel are available on the CLBL website ([www.clbl.org](http://www.clbl.org)...under Coaches, then Game Resources) for coaches to populate and utilize for their actual game plan.

To use them, just input the player names and numbers, and then follow your plan during the game. Gray blocks mean the player sits out that entire quarter. In the others, they play a Full Quarter, or a partial quarter as noted.



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Executing any of these plans during a game guarantees playing time rules will not be violated. These templates do not represent all possible lineups or substitution options for a given number of players, but rather serve as default plans and practical examples. Modifying the order or players from week to week can provide a variety of lineups.

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**9 Players – No substitutions**

For fairness of playing time throughout the season, make sure the same players are not getting 3 quarters every game while others always get 2 quarters every game.

Number	Player Name	Qtr 1	Qtr 2	Qtr 3	Qtr 4
			Full Qtr		Full Qtr
			Full Qtr		Full Qtr
		Full Qtr		Full Qtr	Full Qtr
		Full Qtr		Full Qtr	
		Full Qtr			Full Qtr
		Full Qtr			Full Qtr
		Full Qtr	Full Qtr	Full Qtr	
			Full Qtr	Full Qtr	
			Full Qtr	Full Qtr	

**9 Players – With Substitutions**

With 9 players, it is impossible to get to equal playing time in a game. This is as close as you can get. For fairness of playing time, make sure the same players are not getting 3 quarters every game while others always get 2 quarters every game.



Number	Player Name	Qtr 1	Qtr 2	Qtr 3	Qtr 4
			Full Qtr		Full Qtr
			Full Qtr		Full Qtr
		Full Qtr		Full Qtr	First 3 Minutes
		Full Qtr		Full Qtr	Second 3 Minutes
		Full Qtr			Full Qtr
		Full Qtr			Full Qtr
		Full Qtr	Full Qtr	Full Qtr	
			Full Qtr	Full Qtr	
			Full Qtr	Full Qtr	



### 8 Players – No substitutions

For fairness of playing time throughout the season, make sure the same players are not getting 3 quarters every game while others always get 2 quarters every game.

Number	Player Name	Qtr 1	Qtr 2	Qtr 3	Qtr 4
			Full Qtr	Full Qtr	Full Qtr
			Full Qtr		Full Qtr
			Full Qtr	Full Qtr	
		Full Qtr		Full Qtr	Full Qtr
		Full Qtr			Full Qtr
		Full Qtr	Full Qtr		Full Qtr
		Full Qtr	Full Qtr	Full Qtr	
		Full Qtr		Full Qtr	

### 8 Players – With Substitutions

Ideal substitution plan. All players get equal playing time during the game.

Number	Player Name	Qtr 1	Qtr 2	Qtr 3	Qtr 4
			Full Qtr	First 3 Minutes	Full Qtr
			Full Qtr	Second 3 Minutes	Full Qtr
		Full Qtr		Full Qtr	First 3 Minutes
		Full Qtr		Full Qtr	Second 3 Minutes
		First 3 Minutes	Full Qtr		Full Qtr
		Second 3 Minutes	Full Qtr		Full Qtr
		Full Qtr	First 3 Minutes	Full Qtr	
		Full Qtr	Second 3 Minutes	Full Qtr	



**7 Players – No substitutions**

For fairness of playing time throughout the season, make sure the same players are not getting 3 quarters every game while others always get 2 quarters every game.

Number	Player Name	Qtr 1	Qtr 2	Qtr 3	Qtr 4
			Full Qtr	Full Qtr	Full Qtr
			Full Qtr	Full Qtr	Full Qtr
		Full Qtr		Full Qtr	
		Full Qtr		Full Qtr	Full Qtr
		Full Qtr	Full Qtr		Full Qtr
		Full Qtr	Full Qtr		Full Qtr
		Full Qtr	Full Qtr	Full Qtr	

**7 Players – With Substitutions**

With 7 players, it is impossible to get to exactly equal playing time in a game. By this plan, you are free to substitute the identified players in 4th quarter - each ideally playing 4.5 minutes in the 4<sup>th</sup> quarter. This is as close as you can get to equal playing time.



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Number	Player Name	Qtr 1	Qtr 2	Qtr 3	Qtr 4
			Full Qtr	Full Qtr	Sub
			Full Qtr	Full Qtr	Sub
		Full Qtr		Full Qtr	Sub
		Full Qtr		Full Qtr	Sub
		Full Qtr	Full Qtr		Full Qtr
		Full Qtr	Full Qtr		Full Qtr
		Full Qtr	Full Qtr	Full Qtr	

-----END OF HANDBOOK-----