

- (4) The intent of this policy is to allow new member schools and existing conferences mutually to agree on membership at any time during the four-year normal alignment cycle. In order to minimize disruptions of existing conferences and their member schools during the normal two-year contract period, the Board will only place new member schools satisfying both of the above criteria into existing or new conferences every two years during each four-year alignment cycle.
- 3.1.3 **Athletic Passes:** Each member school will be issued four passes and each central office two, per NCHSAA Board policy. An additional pass is provided for the chairperson of the local Board of Education. These passes may be signed for and picked up at regional meetings.
- 3.1.4 **Admission to State Playoffs:** Superintendents, high school principals, assistant superintendents and assistant principals who are responsible for athletics will be issued special non-transferable passes by the NCHSAA for admission to state-sponsored playoffs. NCHSAA Officials, NCCA passes will be recognized for coaches only; valid press passes are also honored.

3.2 **PENALTY CODE, PENALTIES AND FINES, RESTITUTION RULE**

- 3.2.1 **Penalty Code:** The Board of Directors has the power to penalize or fine the school, or penalize officials, the coach and the individual players if good sportsmanship is not observed. The Board also may penalize a school for unsportsmanlike conduct on the part of its spectators. Some specific penalties will be found below; however, the Board may take any action it deems justified as it relates to the infraction involved. Fines may be reduced for self-reporting, on a case-by-case basis.
- (a) **Schools:** A school found guilty of infractions inconsistent with a wholesome athletic program may be
- (1) reprimanded,
 - (2) placed on probation for a period not to exceed one year, with or without playoff privileges,
 - (3) fined,
 - (4) have its home games taken away for a period of time not to exceed one year, or
 - (5) suspended from participation in a sport or sports for a period of one year.
- (1) If any school should fail to comply with the rulings of the Board of Directors of the NCHSAA, the games played or scheduled by that school in that particular sport shall be canceled for that season and shall be eliminated in determining the winner of that conference affected. Furthermore, that school so affected will not be allowed to take part in the contests sponsored by the Association for a period of one year and shall be readmitted only by three-fourths vote at the annual meeting. The membership, in readmitting the school, shall require a payment of \$1000 for a Class 4A school, \$800 for a Class 3A school, \$600 for a Class 2A school and \$400 for a Class 1A school. All such payments belong to the NCHSAA.
- (b) **Coaches:** A coach found guilty of conduct inconsistent with a wholesome athletic program may be:
- (1) reprimanded;
 - (2) placed on probation for a period not to exceed one year, with or without playoff privileges for the team;
 - (3) fined; and/or
 - (4) suspended from directing a team for a period of time not to exceed one year.
(NOTE: see SPORTSMANSHIP/EJECTION POLICY 2.4.3). A Coach must apply for reinstatement if (iv.) occurs.
- (c) **Students:** A student found guilty of misconduct inconsistent with a wholesome athletic program may be:
- (1) reprimanded;
 - (2) on probation for a period not to exceed one year; or
 - (3) suspended from participation in a sport or sports for a period up to one year.
(NOTE: see SPORTSMANSHIP/EJECTION POLICY 2.4.3).
- (d) **Spectators:** A spectator found guilty of misconduct inconsistent with a wholesome athletic program may be:
- (1) be placed on spectator probation;
 - (2) be banned from attending school contests for a period of time not to exceed one calendar year from the date of the offense; or
 - (3) cause the school to be penalized and/or fined. In incidents involving criminal misconduct such as assaults, school officials in conjunction with the victims assaulted are instructed to press charges in a court of law. If charges are not filed, the school is still responsible for handling the misconduct.

- (4) Spectators may not approach or contact game officials in any way to question the judgment or decision of an official.
- (5) Schools are responsible and may be disciplined for the conduct of their spectators.
- (6) Any assault upon, or intimidation of, a game official by a spectator is per se unsportsmanlike conduct by the school and may be dealt with as such.

3.2.2 Penalties and Fines:

- (a) Schools may be assessed a maximum of \$2500.00 in fines per sports season (i.e. fall, winter and spring) for non-compliance with the rules and regulations contained in this Handbook. However, this amount does not include the return of gate receipts and playoff revenue attributable to forfeiture of contests. If a member-school or its personnel has been non-compliant at any time during the academic year, subsequent fines and penalties will not be reduced.
- (b) Unpaid Fine: Schools that have unpaid fines to the NCHSAA are not eligible to compete in the playoffs for that sport (i.e. baseball fine would be specific to baseball playoffs) unless the fine is paid no later than, two (2) days prior to the reporting date for that sport.
 - (1) Any fine not paid at the end of the fiscal year (June 30) will carry over to the following school year making all teams at said school ineligible for playoffs until the fine is paid in full.
- (c) \$100.00
 - (1) Late ejection form
 - (2) Late endowment form
 - (3) Late school information form or other required document (e.g. dual team lineup, team picture, championship information in various sports, required sportsmanship documentation)
 - (4) School changing schedules after officiating assignments are made on Arbiter
 - (5) Late playoff entry blanks
 - (6) Late membership dues
 - (7) Late catastrophic insurance premium payment
 - (8) Failure to provide escort in football, basketball and soccer
- (d) \$400.00
 - (1) Failure to wear legal uniforms in accordance with NFHS Rule Code
 - (2) Removal of bases in baseball or softball by spectators or school personnel
 - (3) Removal of nets in basketball
 - (4) Damaging/overturning soccer goals and nets
 - (5) Filming, videotaping or video streaming of a contest by non-participating school without approval of the competing teams
 - (6) Unsanctioned out-of-state competition (per contest)
 - (7) Failure to properly enter all students on certified minimum weight form
 - (8) Failure to submit weigh-in form on the Trackwrestling website
 - (9) Failure to have evidence of the legal birth date of each player on file
 - (10) Removing a team from the field, court, pool, or mat prior to completion of the contest/game unless by mutual consent of both administrators
 - (11) Failure to attend mandatory meetings
 - (12) Failure of the head coach to attend required rules clinics
 - (13) No uniformed law enforcement officer in attendance
 - (14) Coaches, principals and school officials criticizing officials to the media
 - (15) No restraining barriers at varsity football games
 - (16) Failure to comply with reporting results for football seeding process (also forfeiture of first home site in playoffs)
 - (17) Illegal practice (plus a two for one penalty for each illegal practice) - a school may also be placed on probation for one year, with or without playoff privileges
 - (18) Illegal assembly of team
 - (19) Illegal scrimmage - game - or unauthorized Endowment game (in addition a school may be placed on probation for a period of one year, with or without playoff privileges)
 - (20) Violation of the sports season concept including skill development (plus the school and/or coach may be placed on probation for one year, with or without playoff privileges)
 - (21) No school official representative at state football or basketball information sessions/press conference
 - (22) Failure to comply with reporting qualifiers from conference for playoffs (conference will be fined)
 - (23) Failure to comply with reporting advancement (member school will be fined)
 - (24) Exceeds weekly/season limitation of games/contests

(e) \$500.00 and Forfeiture of Contest

Use of ineligible player -- failure to comply due to the following:

- (1) Taking part in a scrimmage before taking part in required number of separate days of practice in football (non-reducible)
- (2) Football player does not satisfy 8-quarter eligibility criteria
- (3) No up-to-date medical examination (non-reducible) while participating
- (4) Individual(s) leaving the bench area and coming on to the playing area when there is not a fight
- (5) Does not meet the residence requirement
- (6) Does not meet the LEA attendance requirement
- (7) Violation of the transfer policy
- (8) Does not meet the scholastic requirement, including local promotion standards
- (9) Participates after the eighth semester
- (10) Does not meet the age requirement
- (11) Exceeds maximum number of seasons
- (12) Dressing for a contest while ineligible (dressing for a contest constitutes participation)
- (13) A player(s) who violate the daily, weekly, seasonal player limits
- (14) Participates in a contest after being ejected
- (15) Failure to meet the mandatory weigh-in procedure
- (16) Wrestling below certified minimum weight, or violation of weight loss guidelines (non-reducible)
- (17) Violation of the pitching requirements (pitching more than 12 innings in any 3 consecutive days)
- (18) Participates after being convicted of a felony
- (19) If a student who is ineligible is permitted to participate because of court order, the sanctions in this section will apply unless that order is upheld after final judicial review.

(f) \$500

- (1) Violation of the football conditioning policy - coaches violating this policy will be reprimanded for the first offense and placed on probation for one year. If a second offense occurs the coach will receive the same penalty plus a one year suspension. (non-reducible)
- (2) Removal of goal posts in football (plus cost of replacement of goal posts)
- (3) Failure to submit appropriate forms for football Eight Quarter Rule
- (4) Use of non-registered or non-qualified officials - schools or regional supervisors of officials
- (5) Head Coach coaching in contest prior to attending rules clinic
- (6) Coaches practicing a student or students who are not currently enrolled at the member-school
- (7) Coaches failing to complete the "Fundamentals of Coaching" course prior to the first play date of the sport he or she coaches.
- (8) Head pole vault coach failing to complete the NFHS "Coaching Pole Vault" course prior to the first date of practice in their sport
- (9) Cheerleading Coach failing to complete the NFHS "AACCA Spirit Safety Certification" course prior to the first date of practice beginning August 1, 2016.
- (10) Coaches failing to complete annually the NFHS "Concussions in Sports" course or an equivalent concussion curriculum prior to the first date of practice in their sport.
- (11) A coach who participates or is present in a contest after being ejected.
- (12) Failure to post a venue specific emergency action plan (EAP). This fine applies per venue but shall not exceed \$2,500.00.
- (13) Practicing with a student not currently enrolled in the school.

(g) \$1000.00

- (1) Failure to participate in the playoffs (or the average net income of the playoff receipts)
- (2) Failure to meet minimum seating requirements in football playoffs
- (3) Individual(s) involved in a fight before or after a contest (from the time of arrival until departure)
- (4) Individual(s) leaving the bench and coming on to the playing area during a fight (whether they participate in the fight or not)
- (5) Failure to have documentation of a signed Concussion Information Form for any person
 - (i) If a student athlete, he or she is ineligible to participate until the education component is completed.
 - (ii) If a parent, student athlete(s) is removed from further participation until the parent completes the education component.
 - (iii) If a coach or other athletic staff member, he or she is suspended from coaching until

the education component is completed.

- (6) Returning a player to practice and/or play without a signed return to play form. Noncompliance with this directive may also result in the athletic program being suspended from further participation.
- (7) Failure to have a certified Emergency Action Plan for all athletic programs. Noncompliance with this directive may also result in the entire athletic program's suspension from further participation.

(h) Sportsmanship/Ejection Policy Penalties for an Ejection (see 2.4.3)

3.2.3 Procedure:

- (a) Any high school which allows an ineligible student to participate by dressing for and/or participating in an athletic contest shall forfeit all contests in which the student dressed or participated.
 - (1) In addition, the student will be dropped from the team until his/her eligibility has been restored.
 - (2) The team may participate in playoffs if, despite the inclusion of the forfeited contests as a loss in its season record, it would otherwise qualify.
 - (3) The team shall not participate in playoffs if, after the brackets have been finalized, forfeited contests cause an adjustment in its record and seed.
- (b) If documented proof of a student's eligibility is found to have been falsified by the student and/or his or her parents or legal custodian, and this could not be determined by reasonable scrutiny of the school, then the student shall be dropped from the team for the remainder of the season but the team's record and playoff privileges will not be affected.
 - (1) Note: In cases of conflicting, blemished, altered or illegible records, the onus rests with school officials to determine the correct information. Documents which should be checked by school officials would include, but not be limited to, all permanent records on file in the school office such as cumulative records, transcripts, and teacher's grading records, but do not include report cards or other non-controlled records. If there are conflicts or discrepancies found, they must be examined and resolved by school officials. Negligence, or failure to make a good faith effort to determine the accuracy of a student's records on the part of school officials would require all contests in which the ineligible student participated to be forfeited.
 - (2) The student will be ineligible for 365 days from the date of notification to the NCHSAA. This would also include summer workouts or team camps in the summer.
- (c) A school which intentionally uses an ineligible player shall drop the player from the team, forfeit all games in which he/she participated, and will be ineligible for the playoffs in that sport.
 - (1) The school may also be debarred from taking part in the contests of the NCHSAA for one year.
 - (2) A team which participates in the playoffs while using an ineligible player must return its awards and the revenue from said playoff games to the NCHSAA. Its finish in the playoffs shall be vacated, even if the playoffs have concluded. A team which lost to the team with an ineligible player is not advanced in the tournament after the fact.
- (d) The team shall not participate in playoffs if, after the brackets have been finalized the submission of an incorrect record causes an adjustment in its record and seed.
- (e) Once the seeding process is completed and the brackets have been finalized, if a team or individual is disqualified, no other team or individual will be substituted in or added to the playoff brackets, even if there is an incorrect or an adjusted record.
- (f) If a winning team is disqualified at the conclusion of the first round, the losing team will advance. Otherwise, if a disqualification occurs during the playoffs or after the playoffs have concluded, that place or position remains vacant.
- (g) A student found to be on a free list or loan list loses his/her remaining athletic eligibility and will forfeit his/her individual matches. If the school is unaware of the violation, there is no penalty on the school.

3.2.4 **Restitution Rule:** A member school shall be assessed the full cost including, but not limited to, court costs, counsel fees and actual expenses, of any litigation instituted by, or on behalf of, the school, its staff, coach(es), team(s), or participant(s), that unsuccessfully challenges a rule, by-law or article of incorporation of the Association or any decision of the Commissioner or Board of Directors.

- (a) A member school shall likewise be assessed such costs resulting from any unsuccessful litigation brought against the Association when the school is made a necessary co-defendant or a third-party defendant in the litigation.
- (b) Any member school that does not make full payment of such costs within sixty days of the assessment shall be prohibited from playoff participation in all sports. The restriction shall continue until the full amount plus interest at the statutory rate is paid.

3.2.5 **Penalties that may be imposed by the State Department of Public Instruction:**

- (a) **Participation Ban** — Violations of the state regulations, negligence or poor sportsmanship may forfeit the right of the school to participate in interscholastic athletics for a given period of time to be determined by the State Superintendent of Public Instruction.
- (b) **Suspension of Accreditation** — If any school engages in athletic activities in violation of the rules and regulations and in such manner as to interfere with the required instructional services adopted by the State Board of Education for use in the public schools, the State Superintendent of Public Instruction shall notify such school to desist from further violation of these rules and regulations; and upon failure of such school to desist therefrom within such time as the State Superintendent may require, he may suspend the accreditation of said school until such time as the same may have been corrected.

3.2.6 **Statute of Limitations:** September 1 of the following year is the deadline for all incidents, violations, etc., to be reported to the NCHSAA.

3.3 **OFFICIATING**

3.3.1 **Sport by Sport Officials Information and Fees:**

- (a) **Officials:** Each school must use only NCHSAA-registered officials in all competition, and must work through an approved regional supervisor.
 - (1) **Basketball:** Three person crew is mandatory for varsity play.
 - (2) **Football:** Five-man officiating crews are used in all regular-season contests; post-season varsity football contests will be determined by the NCHSAA. It is recommended that junior varsity games have a five-man crew.
 - (3) **Lacrosse:** A two-person crew, all NCHSAA-registered, is mandatory for all varsity contests. A three-person crew is to be used in all playoff games. Three-person crews can be used during the regular season.
 - (4) **Soccer:** A three person crew, all NCHSAA-registered, is mandatory for all varsity contests.
 - (5) **Swimming:** A referee and two (2) stroke and turn judges are required for meets involving using six (6) or less lanes. A referee and three (3) stroke and turn judges are required for meets using more than six (6) lanes. Meets must have the proper number of officials in order for times to be used for regional entry. If a meet is using manual timing, and only one timer per lane is used, the meet may be conducted, but the times cannot be used for regional entry. Schools are responsible for helping recruit their own officials to register with the NCHSAA.
 - (6) **Track:** Track officials may register with the North Carolina High School Athletic Association, as do officials in certain other sports. The NCHSAA encourages each school to have at least one certified track official. Certification can be obtained at the NCTCCCA January clinic, or the NCHSAA clinic in July. In order to host a regional, a school must have at least one NFHS/NCHSAA certified official on staff.
 - (7) **Volleyball:** Two officials must be used for all varsity competition, and schools are required to have an individual capable of serving as a line judge. Line judges may be used in playoffs if both schools mutually agree. If line judges are used, the competing schools must pay them (full fee).
- (b) **Booking Fees:** School booking fee to Regional Supervisor/local officials association is \$125.00 per booking and \$100.00 for each additional booking.
 - (1) For regular season and invitational tournaments: 5-12 games, \$75; 13-25 games, \$100; 26-50 games, \$150; over 50 games, \$200.

(c) **Game Fees:**

(1) **Baseball:**

Regular season	Varsity	Jr. Varsity & 9th Grade
1 Game	\$71 flat fee	\$61 flat fee
Doubleheader	\$101	\$91 JV
	30 minutes between games	
Playoffs	\$76 flat fee	

- (i) When baseball and softball contests are postponed and replayed under the suspended game rule, officials who work the continuation of the suspended contest are entitled to a half-game fee when completed in conjunction with a second game. Umpires are entitled to full game fee when suspended game is only one being played.