



CAMPUS RECREATION
Illinois State University

**INTRAMURAL SPORTS
PARTICIPANT HANDBOOK
FALL 2020**



PURPOSE

The purpose of the Intramural Sports Participant Handbook is to establish policies and procedures that govern participation in the Intramural Sports program. Please note that it is the responsibility of each participant to know and understand these policies and procedures. Unawareness of any Intramural Sports policy is not an excuse for failure to comply. The Intramural Sports program reserves the right to modify these rules in whole or in part at any time as necessary. If you have questions, comments, or suggestions for these rules or the Intramural Sports program in general, please contact the Intramural Sports Office.

CAMPUS RECREATION MISSION, COMMITMENT AND VALUES

Our mission is to enhance the quality of life of our unique members by educating and encouraging active participation in recreational opportunities that develop leadership skills, foster social interaction, and reinforce healthy behaviors.

We commit to provide:

- safe, clean and sustainable indoor and outdoor facilities.
- consistent, innovative and exciting programs.
- outstanding service with integrity, civility, and courtesy.
- opportunities to develop and grow as a leader.
- knowledgeable, professional and enthusiastic staff.
- quality and well-maintained equipment.

We value:

- **Integrity:** firm adherence to a code of morals or values
- **Development:** growing or causing to grow or become more advanced by deliberate effort
- **Teamwork:** self-sacrificing devotion for the betterment of the whole
- **Inclusion:** seeking ways to ensure access, voice, opportunity, and preparation
- **Fun:** amusement, enjoyment, and playfulness
- **Service:** contribution to the welfare of others
- **Safety:** mitigation of risk to protect from injury, loss, or accident

COVID-19 SAFETY PROTOCOLS

- All participants must wear a face covering at all times when not actively participating.
- Participants will check in at the designated check-in area by showing the Intramural Sports Staff their Redbird ID through the plexiglass shield. The ID should not be handed to the Intramural Sports Staff member.
- If there are multiple participants ready to check in, physical distance of at least 6 feet must be maintained by adhering to the markings when forming a line. 6-foot intervals will be marked by tape, paint, or other indicator.
- When not actively participating, participants should remain in the waiting area marked by painted line at Gregory Street Fields, cones at the SFC Mini-Quad, and the lobby area at McCormick Gym. Face coverings and physical distancing of at least 6 feet must be maintained from all other individuals at all times in the waiting area.
- Spectators are not allowed. Only participants will be permitted in the vicinity of the playing surface or check-in area.
- Participants are allowed and encouraged to bring their own equipment for participation. In some cases, as detailed below, it will be required as equipment will not be provided by Intramural Sports.
- Any time equipment is used by multiple participants, it must be cleaned between uses, even if the equipment is provided by participants. Sanitizing wipes will be available to clean equipment.
- At the conclusion of their last competition of the day, participants should gather their belongings and leave the playing area. In cases where participants must wait for other participants to finish, they must do so in the waiting area while wearing a face covering and maintaining physical distancing of at least 6 feet from all other individuals.

ELIGIBILITY GUIDELINES

Eligible Participants

- All registered undergraduate or graduate students at Illinois State University paying the general fee of the University – regardless of number of credit hours enrolled.
- Faculty and staff that have purchased a current Campus Recreation membership.
- Sport Club members and NCAA practice squad members (including team managers) are limited in the number of participants that play on an intramural team in major sports, minor sports, and tournaments. Please reference the chart below for number of member restrictions.
 - Club Sport members are anyone that is listed on the active club roster.
- Individuals are permitted to participate in Intramural Sports in accordance with their declared public gender identity.

Note: Individuals must present a valid Redbird Identification Card at each Intramural Sports contest in order to be eligible to participate. Individuals that are not already on the roster must also present a valid Redbird Identification Card to be eligible to be added to the roster. Individuals will not be permitted to participate until an Intramural Sports staff member has checked their identification and checked them into the contest.

Ineligible Participants

- Participants who played a sport professionally are ineligible in that sport or related sport. A professional is defined as someone who receives monetary or product compensation, no matter the level of play.
- Athletes who participate in intercollegiate sports during the current academic year are ineligible to participate in that sport or its related sport for the entire academic year (fall to spring).
- Members of a varsity team who are declared ineligible for academic reasons, rule violations, etc. are ineligible to participate in that sport or its related sport for the entire academic year (fall to spring).

Restrictions

Varsity/Sport Club	Related Intramural Sport	Maximum Club/Practice Squad Members Per Team
Baseball	12" Softball, Wiffleball	3,2
Basketball	3v3 Basketball, Basketball	1,2
Football	4v4 Flag Football, Flag Football	1,3
Soccer	7v7 Soccer, Futsal, Indoor Soccer	3,2,2
Softball	12" Softball, Wiffleball	3,2
Table Tennis	Table Tennis	May play singles, doubles – 1 per pair
Tennis	Tennis	May play singles, doubles – 1 per pair
Ultimate Frisbee	Ultimate Frisbee	3
Volleyball	4v4 Volleyball, Sand Volleyball, Volleyball	1,2,2
Water Polo	Innertube Water Polo	2

Note: This list is subject to change if new sport clubs are added to the Illinois State University Sport Club program.

INTRAMURAL SPORTS CONTEST OFFERINGS

Due to COVID-19 guidelines and policies from federal and local government and Illinois State University, Intramural Sport offerings will be limited for the Fall 2020 semester. All sport offerings can be found at IMLeagues.com/IllinoisState. Please note that each event is singles or doubles and all events are one night offerings only unless otherwise indicated. Each occurrence of each sport is a separate offering with its own sign ups, registration fee, and champion.

For the fall semester, masks are required at all times when not actively participating. This includes entering the facility, checking in, watching or waiting until your game begins, gathering your belongings, and exiting the facility. While participating, masks are optional. Additionally, spectators will not be allowed. Only registered participants will be permitted near the playing surface.

Failure to follow state, university, and department policies and rules could result in being prohibited from participating and being asked to leave the facility. Participants who do not follow the procedures in place are also at risk of being suspended from all activities for a duration deemed appropriate by the Intramural Sports Staff.

REGISTRATION PROCESS

Create a Profile

All individuals that participate in Intramural Sports must create a profile through [IMLeagues](#). All individuals must use their Illinois State University email address and student identification number to create a profile.

1. [Tutorial](#)

Register a Team

1. [Create Team](#)
 2. [Invite Team Members](#)
 3. [Pay Online](#)
- Any team name that incorporates the following will be removed:
 - Alcohol/Drug Reference
 - Illegal activity
 - Offensive to any group of people (Religion, Race, Gender, Sexuality, etc.)
 - Sexual Innuendos
 - A play on words that elude to indecency, obscenity, or profanity that could be deemed as grossly offensive to members of the general public who actually hear/read it. Context is paramount in determining whether any particular word or phrase will be considered indecent, obscene, or profane.

DEFAULTS/FORFEITS

Defaults

Teams that know ahead of time that their team will be unable to play in their scheduled contest may notify the Intramural Sports office via phone (309-438-3705) or email (intramuralsports@ilstu.edu) by 5:00pm the day before the contest to avoid a forfeit. For games scheduled on Monday, notification of default shall be received by 5:00pm on the Friday before the contest. Defaults will remove the participants from that event, and they will not be charged the forfeit fee. In order to be eligible for a refund for voluntary withdrawal from the event, participants must request the refund from Intramural Sports office no later than the close of registration. Even at this time, refunds are not guaranteed.

Forfeits

- Forfeits may be assessed for the following situations:
 - When a team is unable to meet the required minimum number of players for their scheduled contest.
 - Use of ineligible players
 - Unsportsmanlike conduct, verbal/physical abuse, or any other incident that causes the game to be stopped by the Intramural Sports staff.
- Forfeiting teams will be assessed a “No-Call, No-Show” fee. The fee will be \$10 per team/individual per event. The fee may be paid at the Bob and Julie Dobski Welcome Center of the Student Fitness Center (SFC). Further instructions will be sent from the Intramural Sports office.

EQUIPMENT/UNIFORM

Some game equipment will be provided for certain sports; however, participants are encouraged to bring their own equipment for each sport to reduce shared touching. Some sports require participants to bring their own equipment and the necessary equipment will not be provided. Please check the individual sport rules to see what equipment you must bring. All equipment must be cleaned after its use. For everyone's safety, participants will be provided materials with which to clean to limit the number of people touching the equipment.

All team members must wear appropriate athletic apparel during all Intramural Sports activities. Any shoe that could possibly endanger another participant (i.e. metal cleats) is prohibited. No one may play in sandals, socks, bare feet, or shoes with hard soles.

All jewelry shall be removed before participating in Intramural Sports activities. Taping over jewelry is not permitted as it could still result in injury to the individual or any other participants. No casts, splints, or metal braces will be allowed unless they have been sufficiently padded and deemed so by a Campus Recreation team member. You must schedule an appointment with the Intramural Sports Coordinator prior to playing if you have a special equipment need (i.e. religious or medical).

Weather

Intramural Sports Cancellation Policy

Cancellation information will be made available on the Illinois State University IMLeagues page, and an email will be sent to all participants. Cancellation decisions are typically made by 2:00 p.m. on the day of play (or on-site). If teams have not received an email from the Intramural Sports office that their game is cancelled, games will be played as scheduled.

Refunds

If a league or tournament has been cancelled due to weather, lack of interest, or any unforeseen reasons; the entry fee will be refunded by the University. In order to get the refund, the Team Captain or the individual who paid the entry fee needs to fill out the proper application form. In order to be eligible for a refund for voluntary withdrawal from the event, participants must request the refund from Intramural Sports office no later than the close of registration. Even at this time, refunds are not guaranteed. For auditing purposes, the reimbursement check must be mailed out (cannot be picked up) and will take up to 10 business days from date of provided address.

SPORTSMANSHIP

Due to the nature of this event as a one-day tournament/competition, the standard sportsmanship rating system will not apply. All participants and teams will still be given a sportsmanship rating at the conclusion of each contest. The sportsmanship rating will account for attitude and behavior throughout competition as well as cooperation with COVID-19 guidelines and the Intramural Sports Staff in following these guidelines. Any sportsmanship rating of 1 or multiple sportsmanship ratings of 3 or below could result in a mandatory meeting with the Coordinator Intramural Sports prior to future participation or a suspension from all participation as determined by Intramural Sports Staff.

<u>Scale</u>	<u>Description</u>
5	Excellent Conduct and Sportsmanship - All players display an excellent attitude. Conduct is positive and respectful at all times, even if the opponent does not display a high level of sportsmanship. All COVID-19 guidelines are followed and players are cooperative with Intramural Sports Staff.
4	Good Conduct and Sportsmanship - The team shows good sportsmanship and cooperates with the opposing team, Officials, and Competitive Sports Supervisor. COVID-19 guidelines are followed with minimal exceptions that were corrected upon request.
3	Average Conduct and Sportsmanship - The team still shows cooperation with officials and opponents but may have some complaints and grumbling. Good attitude is missing on occasion but there are no blatant displays of bad attitude. COVID-19 guidelines are not being followed closely and there is resistance shown when approached by Intramural Sports Staff to comply with guidelines.
2	This is an unacceptable rating. Below Average Conduct and Sportsmanship - Team constantly comments to the Officials, Supervisor, and/or opposing team from the field and/or sidelines. Poor sportsmanship may include non-verbal and verbal dissent towards officials and/or the opposing team. COVID-19 guidelines are minimally being observed and players are confrontational when approached by Intramural Sports Staff to comply with guidelines.
1	This is an unacceptable rating. Poor Conduct and Sportsmanship - Team has no control over themselves. Team is completely uncooperative and poorly represents themselves and the Illinois State Intramural Sports Program. COVID-19 guidelines are not being followed and players are confrontational and refuse when approached by Intramural Sports Staff to comply with guidelines.

If a team feels that they have been rated unfairly during the game, they may file a protest by emailing the Intramural Sports office at intramuralsports@ilstu.edu.

INTRAMURAL SPORTS DISCIPLINARY POLICY (BEHAVIOR TERMINOLOGY AND PENALTIES)

Intramural Sports participants are held to a high standard of sportsmanship. The Intramural Sports Disciplinary Policy was created to reprimand those who do not meet that standard. Anything covered in the [Student Code of Conduct](#) applies directly to Intramural Sports competitions and events.

Rule Violation/Dismissal

Any time an individual is removed from the remainder of the game for sport-specific rules. (i.e. fouling out, improper equipment, jewelry, etc.).

Result: No further action is taken.

Behavior Misconduct

The list of misconduct penalties includes, but is not limited to:

- Verbal abuse, or being disrespectful to a participant, Intramural Sports employee, or spectator
- Behavior beyond the bounds of Intramural Sports or facility printed rules and sportsmanship (includes ejections)
- Failure to follow alcohol, tobacco, and drug policies
- Becoming improperly involved in someone else's misconduct situation
- Failing to cooperate with Intramural/facility team members and/or policies (i.e., dunking, etc.).

Result: The individual(s) involved automatically receives at least a game suspension and probation.

Fighting

A fight is a direct conflict that exhibits attempted or actual physical contact between individuals. Swinging with intent to hit, landing a blow, pushing, kicking, or tackling are some examples. Contact does not have to be made for the incident to be considered a fight. If any intent to injure is perceived by the Intramural Sports team members, the incident is automatically considered a fight. Any type of intentional physical contact or altercation with an Intramural Sports team member shall warrant an automatic year suspension.

Result: A fight is a serious offense that constitutes a semester, year, or lifetime suspension from all Intramural Sports activities. A probation period begins at the completion of the suspension.

Probation Violation

Any time an individual on probation is involved in any additional type of incident at the behavior misconduct level or higher, it shall be considered a violation of probation.

Result: Any individual who violates the requirements of their probation shall be given a semester, year or lifetime suspension. A probation period begins again at the completion of the suspension.

ALCOHOL, TOBACCO AND DRUG POLICY

Alcoholic beverages, tobacco products (cigarettes, chewing tobacco, etc.) and drugs are not permitted on or around the Intramural Sports playing areas. The Supervisors or Officials assigned to each game have the authority and responsibility to make decisions based on suspected alcohol, tobacco or drug use by the participants according to their actions, language, or breathe odor.

- Participants who appear to be under the influence of alcohol or drugs will not be permitted to participate in Intramural Sports contests. If any member of a team is determined to be in possession of, or under the influence of alcohol or drugs, the team will automatically forfeit the contest and may be barred from further competition in that particular sport.
- Teams will be asked to leave the Intramural Sports playing area in any of these cases and any second offense by the team will result in the team and its players being barred from further competition for the school year.

APPEALS PROCESS

Eligible Appeals

Any individual sanction resulting in more than one week of disciplinary action may be appealed within five business days of being notified. He/she must follow this process:

1. The participant must email intramuralsports@ilstu.edu to request an appeal. This correspondence should include the reason for the appeal and needs to be submitted within five business days after the decision was made.
 - Appeals should be based on the decision-making process and/or the fairness of the process that led to the terms of the disciplinary action
2. The Associate Director will decide to accept or deny the appeal based on a review of the basis for the appeal.
3. If the appeal to the Associate Director is denied and the participant wishes to continue the appeals process, he/she can request a review by the Executive Director of Campus Recreation.

Notification and Reinstatement

When a player is given a suspension, the player will receive an email message or phone call outlining the terms of the suspension. To continue participation in the Illinois State University Intramural Sports program, a suspended player must:

- Complete the original suspension (or new suspension if successfully appealed).
- Schedule a meeting with the Intramural Sports Coordinator to discuss the incident in detail if the suspension was longer than one game or one week.

The meeting with the Intramural Sports Coordinator must occur before the player is eligible to play again. This meeting may take place at any point during the suspension. It is the suspended player's responsibility to contact the Intramural Sports Coordinator to schedule this meeting. It is recommended that the player make this contact as soon as possible due to possible availability constraints. In some cases, the Intramural Sports Coordinator may waive this meeting requirement in lieu of phone or e-mail correspondence. The Intramural Sports Office reserves the right to modify any Intramural Sports policy listed as they deem fit.

ASSUMPTION OF RISK

Individuals are encouraged to have a physical examination and obtain adequate health and accident insurance prior to participation in Intramural Sports activities. Individuals who participate in Intramural Sports will be doing so at their own risk. Participation in any activity is voluntary.

- Illinois State University is not responsible for any injury that may occur to individuals participating in any Intramural Sports activity. As a reminder, ISU does not provide insurance coverage for participants.
- If a participant is bleeding, s/he will be removed from the contest immediately. Before the participant can re-enter the contest, all bleeding must be stopped and any open wound or laceration needs to be covered.
- If a participant has blood on their clothing, s/he will be removed from the contest upon detection. Even a participant who has someone else's blood on their clothing will be removed from the contest. The participant cannot re-enter the contest until the clothing has been removed or replaced.