

IX. LEAGUE & TOURNAMENT PLAY

A. League Assignments & Schedules

1. The Director and Assistant Director of CYO Athletics and the CYO Commissioners will assign each team to a league prior to the start of the season, taking into consideration that participants have the opportunity to be involved in athletics at the level of their abilities.
2. Coaches must submit any special requests regarding the schedule prior to the team entry deadline for each sport (in writing, on the team entry form). The CYO Staff will attempt to accommodate these requests when preparing the schedule.
3. When a parish enters more than one team in a particular grade division, the teams will not be placed in the same league (unless there is only one league offered for that division). When there is only one league offered and two teams from the same parish are part of that league, they will not be scheduled to play against one another. If there is more than one league offered, and a parish requests to have two teams placed in the top league, the parish athletic director must submit (in writing) this request to the diocesan CYO office. This request will then be evaluated and a decision will be made. Teams will all be designated by the head coach's last name (instead of numbers or colors).
4. In tournament play, teams from the same parish will be placed in opposite halves of the bracket so that they could not meet until the finals (*unless the tournament is a double elimination format*), at which time the two teams will be declared co-champions and no game will be played. In the event that a parish enters three teams in a particular tournament they may have to play each other in the semi-finals of the tournament.
5. Once the schedule has been posted on the CYO web site, the only games that will be changed and/or rescheduled by the CYO Office will be those that include circumstances deemed unforeseeable and unavoidable (by CYO Office).
If a coach requests a game change and it is denied by the CYO Office, one of the following situations will result:
 - a. The contest will be forfeited, or
 - b. The coach may contact the coach of the opposing team to see if he/she would be open to rescheduling. If both coaches agree to re-schedule, it is the responsibility of the coach initiating the schedule change to secure a site, date, time and officials to which the opposing coach is agreeable.
The coach initiating the game change will also be responsible for paying the officials.No contact with other coaches should be made prior to a denial or acceptance of a request by the CYO Office. No game changes will be considered by the CYO Office if a "star player" is out of town or ill, or if a team's head coach is unable to attend the game.
6. Some league schedules may have a game (or games) listed as "TBA" (To Be Announced). This means that one of the two teams involved was not available to play on that day (or weekend) and no other time was available to schedule this game. In the event that a game is listed as TBA the CYO office will not schedule a date, time or site for the game. These two teams must work together to arrange a game date, time and site and officials. (The CYO office may assist in securing officials once the game has been set up.) Results of this game must then be forwarded to the CYO office within 24 hours of the completion of the contest.

A. League Assignments & Schedules (continued)

7. Parishes may sponsor tournaments before or after the season. These tournaments may be either “open” or “invitational”. Parishes that sponsor open tournaments are encouraged to provide the CYO office tournament information to be posted on the CYO website. The CYO office will not have any part in team selection, hiring of officials or running of the tournament. Sponsoring parishes may purchase scorebooks and other supplies from the CYO office. Coaches must still honor their signed “CYO Coaching Code of Ethics” during these “outside” tournaments. Coaches may have their coaching privileges revoked if they are found to be in violation of the “CYO Coaching Code of Ethics”.

B. Balanced Calendar Academic Schedule

1. Some elementary parish schools have adopted the Balanced Calendar Academic Schedule. This type of schedule includes a fall break (during October) and a spring break (during March). These breaks are usually 10 to 14 days in length.
2. The CYO office will attempt to work with parish athletic directors and/or coaches to work around schedule conflicts during the Balanced Calendar breaks. Coaches from parishes whose school use this type of schedule are urged to meet with all their team member parents prior to the entry deadline to review each family’s plans for the break. The CYO office must be notified prior to the team entry deadline not only of any conflicts, but also if there are no conflicts affecting the teams.

C. Forfeits

1. Any team that forfeits two games without notifying the CYO Office at least 24 hours prior to the scheduled starting time will be dropped from the league and all previously played games will be considered no contest.
2. Coaches must not use an ineligible player in an attempt to avoid a forfeit. This will only compound the problem (see V. “Participants” A - 6 & 7).

D. Officials

1. The officials are appointed by the CYO Office (or their designee) and are either those licensed by the Ohio High School Athletic Association (OHSAA) in that particular sport or high school students who have completed CYO training sessions in order to officiate.
2. The officials are in complete charge of the game. Any unsportsmanlike behavior displayed by coaches, players, parents and/or spectators will be penalized by the CYO Office.
3. An official’s judgment may not be protested.

E. Game Report Forms

1. Coaches are encouraged to make copies of the “Game Report” form (See Appendix XVII) included in each handbook and complete this form after each contest, mailing, e-mailing or faxing it to the CYO Office within 48 hours of the contest.
2. Coaches are asked to include compliments, as well as complaints, regarding the opposing coach, fans, players, officials, game site, etc. The CYO Office will contact the coach submitting the form if the situation warrants.
 - a. Please do not write to the Bishop, pastor/al leader of the parish involved, other coaches, etc. until the CYO office has been given an adequate opportunity to resolve the issue.
 - b. The CYO Office will handle problems that arise and will notify the appropriate personnel when it is deemed necessary.

F. Protests & Complaints

1. A formal protest is a written objection directly associated with the rules and/or eligibility of a player.
 - a. An official's judgment of a play MAY NOT be protested.
 - b. A protest must be submitted in writing to the CYO Office within 48 hours of the completion of the contest involving the protest.
 - c. No protests may be made by phone.

2. Protest Process
 - a. The initiator of the protest must submit the written protest to the CYO Office. The protest must include:
 1. date & site of the contest
 2. league & teams involved
 3. brief description of protest
 4. signature of person submitting protest
 5. signature of parish athletic director and/or parish commissioner
 - b. The Director of CYO Athletics will collect as much information as possible from the coaches, officials and spectators from both sides. If the Director of Athletics is directly involved with the protest, the process will begin "e".
 - c. The Director of Athletics, with advice from the Assistant Director and the CYO Commissioner for that sport, will make a ruling on the protest.
 - d. Written appeal of a decision made by the Director of CYO Athletics must be submitted to the CYO Office within five days of the Director's ruling.
 - e. The CYO Advisory Committee will be contacted by the CYO Director of Athletics to be updated on the protest and/or appeal. The Committee may or may not request to meet with the parties involved to hear all sides of the protest.
 - f. The CYO Advisory Committee will make a ruling.
 - g. Once the CYO Advisory Committee has made a ruling, the case is closed.

3. Complaints are also received by the diocesan CYO office. These are important to receive because some of them will enable the overall operation of the CYO program to grow; however they will not be necessarily dealt with in the same manner as a protest. No game will ever be forfeited due to a complaint.