

Elms College

Intramural Program

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Table of Contents

		Page Number
I.	Intramurals at Elms College	2
II.	Health, Injuries, and Insurance	2
III.	Safety	3
IV.	Assumption of Risk and Release of Liability	3
V.	Entering an Intramural Event/ Awards Criteria	4
VI.	Team Captains and Responsibilities	5
VII.	Entering an Intramural Event/Captains	6
VIII.	Protests/Suspensions	7
IX.	Alcohol/Drug/Facilities	8
X.	Student Employment	9

I. Intramurals at Elms College

The Intramural Program offers various opportunities to currently enrolled full-time, students, faculty, staff and administrators. Participation in the program is voluntary and determined by the level of interest for each activity. Participation can provide participants an opportunity to have fun, recreate, meet new people, and offer a break from the every day stressors of college life. Team sports, leisure activities, day tournaments and off-campus events are some of the activities that may be offered. Most events generally take on a league structure and will offer a post-season tournament to determine intramural champions. Competition will consist of women teams, men's teams, co-ed, faculty, and staff.

Intramurals could not be conducted on a successful level without the assistance of our student scorekeepers, timers, and officials. The program works in cooperation with the Student Activities Office, Resident Advisors and the Athletic Department to help create an environment that is committed to participation that is fun, safe and enjoyable. If you have any questions regarding our intramural program, please call, email or visit the Intramural Office/Softball Office in the Maguire Center for Health, Fitness, and Athletics.

II. Health, Injuries, and Insurance

The Intramural Athletics Program will provide initial emergency care such as ice, for a participant injured during their contest. The Intramural Program **will not** provide services to prepare or maintain a player's readiness to play.

1. The Intramural Program **DOES NOT CARRY HEALTH OR ACCIDENT INSURANCE** for the participants. Each participant should check their personal coverage and be certain that their medical insurance is adequate and current before participating in any activity.
2. It is a prerequisite for all full time students attending Elms College, to carry medical insurance.
3. It is the responsibility of every person participating in intramurals, to ascertain whether they have any health conditions, which make it inadvisable to participate in that sport. A medical history form must be completed prior to participation in any event. Elms College and our Intramural Program **DO NOT** assume that responsibility. Persons who are uncertain should consult their physician.
4. The Intramural staff should be notified of all injuries sustained during intramural competition. The Wellness Center is available to participants during their regular hours, however the office hours may not coincide with an event. In case of an emergency, 911 will be called, and in all other instances, the participant must provide their own transportation if needed to a hospital. An accident/injury report will be completed and a copy will be available to you. This form may be necessary for your insurance company.
5. **The Wellness Center is open on Mondays and Fridays, from 8:30am-1:30pm, Tuesdays and Wednesdays, from 8:30am-5:30pm, and Thursdays, from 8:30am-1:30pm, and 6:15pm-8:15pm.**

III. Safety

The safety of all who participate in the program is of utmost importance to the organization and administration of each activity. Institutional resources are used to minimize the inherent risks to participants, spectators, and personnel. Specific policy and procedural guidelines established to eliminate hazards and prevent accidents include: sport rule modifications, player control, equipment checks, and acknowledgment/signing assumption of risk /liability forms.

In an effort to maintain a safe playing area all participants are to adhere to the following **BLOOD RULE**: Any player who is bleeding must be removed from the contest until the bleeding stops. An intramural staff member or game official has the authority to remove the player. If by removing the player who is bleeding, the team falls below the minimum number necessary to play (sport specific), the following will apply:

1. The game clock stops for a maximum of five (5) minutes to allow the player to stop the bleeding.
2. Either an intramural staff member or game official must approve the player to re-enter. If the bleeding is not stopped within the allotted five (5) minutes the team will default the game.

IV. Assumption of Risk and Release of Liability

Individuals who participate in our Intramural Program must sign an entry/roster form prior to their participation. The entry/roster form includes the following ASSUMPTION OF RISK AND RELEASE OF LIABILITY STATEMENT:

1. I voluntarily desire to participate in the Intramural Program and understand that I must procure insurance, which will provide for general medical benefits and health and accident coverage for injuries or loss I may incur.
2. Prior to physical activity, I should check with my doctor(s) to ensure that participation will not be a risk to others or myself.
3. In consideration for the permission to participate in the designated sports activity, I hereby assume all risks associated with it and release other participants, Elms College, its officials, supervisors, and agents for any harm, injury, or damage which may befall me or my property while participating in or traveling to or from the activity. Such assumption of risk and release of liability includes, but is not limited to, acts by third parties or affiliated negligence on the part of other participants, Elms, its officials, supervisors, or agents.
4. I have reviewed the eligibility rules and am currently affiliated with Elms and have signed this official entry/roster before my participation in the program.
5. I am aware that the activity is a dangerous activity and that I may suffer bodily injury or other damage arising out of participation in the activity, including travel to and from it.

I have read and fully informed myself of the contents of this release and assumption of risk. I sign it voluntarily and understand by signing I am limiting legal rights, which might have otherwise been afforded me. I also sign this form agreeing to play in the spirit of fair play and sportpersonship. Violations of intramural rules and regulations will subject me to intramural suspensions; and if applicable, to campus judicial and/or police action.

Team captains shall review the intramural eligibility and discuss them with the team members. The captain shall certify that the individuals on their team are currently affiliated with Elms College, and have signed their names to the official entry/roster (Assumption of Risk and Release of Liability) form before their participation in the activity/program.

VI. Skill Levels:

The Intramural Program will offer multiple skill levels of competition based on the number of teams. Sports will generally use two skill levels: beginner and advanced. Each player or team is encouraged to select the level that best suits their skill and interest.

VII. Blazer Award: Top Intramural Team of the Year Award

Blazer Award: Awarded to the top men's, women's or co-ed intramural team with the most points for the entire year.

Criteria for Winning: Teams must demonstrate sportspersonship in all competition throughout the year.

1. Teams must abide by all Intramural and college rules, regulations, and policies.
2. Teams must keep the **SAME TEAM NAME** and at least 1/3 of the same team members throughout the year.
3. Teams receive points for each event and are suggested to participate in as many as possible. The following is only an example of intramural offerings:

- | | |
|----------------------|-----------------------------|
| 1. Football | 8. Candle Pin Bowling |
| 2. Soccer | 9. Water Basketball |
| 3. 5 on 5 Basketball | 10. Floor Hockey |
| 4. Volleyball | 11. Sport Trivia Tournament |
| 5. Ultimate Frisbee | 12. Softball |
| 6. Indoor Soccer | 13. 3 on 3 Basketball |
| 7. Computer Games | |

Points are awarded as follows:

Participation & completion of season	25 points
Championship	14 points
Runner-up	10 points
Semi-finals/play-offs	8 points
Quarter-finals/play-offs	4 points
First place - regular season	2 points

VIII. Eligibility Rules and Regulations

The Intramural Program was developed to provide recreation during the academic year for Elms College students, staff, and faculty who do not participate in other organized sports on campus.

1. Eligibility: The program is open to full time Elms College students, full-time faculty, staff and administrators.
2. Sign activity entry/roster: Players must put their name and signature on the entry/roster form in the Intramural Office before playing in a contest to be an eligible participant in the contest. No changes are permitted to team entry/roster forms after the specific date given at the captains meeting. **Placing a name on the score sheet does not make the person eligible to participate!**
3. Playing on more than one team: **Once you have played for a team, you may not switch to another team!** However, a participant can play on a co-ed, men's or women's team in the same sport.
4. Participating in a contest: Each player must be listed (first and last name) on the score sheet and checked in prior to participation. All names checked on a score sheet will be considered as participating in that event.
5. **Varsity Athletes: Current varsity athletes may not participate in intramural activities while in season. No more than 2 varsity athletes on a team of the same sport you participate on. Example: If you play varsity basketball, and want to have a team, you may have up to 2 other varsity basketball players on your same team out of season.**
6. Eligibility of Opponents: When questioning the eligibility of an opponent, it is **mandatory** for the protesting player(s)/team(s)/official(s) to announce those questions to the opposing captain AND game official(s) before the game is completed. The official/supervisor will indicate on the score sheet that the contest is under protest.
7. The players team(s)/official(s) needs to follow up by completing the protest form within 24 hours after a league contest and within one hour after a post season tournament contest.
8. Academic Failure and/or Academic Probation: Any students on Academic Probation cannot participate in any Intramural Activities.

Responsibilities of the Captains:

1. Inform members of your team about activities available and promote participation.
2. Enter the team in the desired sport before or on the announced deadline date. Each activity requires a minimum number of player names and signatures before the team entry will be accepted.
3. Represent, or see that the team is represented, at all captain's meetings.
4. Cooperate fully with all intramural staff performing their duties.
5. See that all players sign the official team entry/roster form before they participate in intramural competition. You may add/delete players during the time specified in the captain's meetings. Once you have played for one team you may not switch to another team.
6. Be sure all players on your team have knowledge of and meet the eligibility regulations.
7. Notify all team members of the date, place, time each contest the individual and/or team

plays. **Teams are responsible for checking the league and playoff schedules in person.** Schedules are posted on the Intramural Boards and other designated areas.

8. All protests must be announced to both the opposing captain and officials at the time of the infraction. Team(s)/player(s)/official(s) must submit a completed protest form to the Intramural Office within 24 hours after a league contest and within one hour after a post-season contest.
9. Notify the intramural Director and all staff of any safety hazards/injuries regarding equipment, facilities, etc.

X. Entering an Intramural Event/Activity

1. Pick up an information sheet and entry/roster form outside Softball/Intramural office prior to the entry date. Event flyers will be posted around campus.
2. Enter the team in the desired sport before or on the announced deadline date. Team sports require a minimum number of players before your entry will be accepted. You may add/delete players during the time specified in the captain's meetings.
3. Game rules will be distributed at the captain's meeting. Game rules, policies/procedures, etc. are discussed at the meeting. Individual and dual activities take on several different styles and tournament structures.

XIII. Captains Meeting

Meetings are conducted for all team sports and some special events to discuss policies/rules, scheduling, safety, procedures, etc. If a team is not represented at the meeting they will not be scheduled. However, teams will not be added during the final week of league play or in the play-offs. Dates, locations, and times of meetings will be posted and notified.

XIV. Cancellation and Rescheduling of Games

Contests may be canceled by the Intramural Department based on weather, safety, and facility availability. All captains' will be notified by either phone or voicemail. The Director of Intramurals will leave a message with both the front desk at the Maguire Center at ext. 313, and with Campus Security at ext. 278.

XV. Forfeits

Forfeit time is five minutes past the scheduled start of the contest. Game time is by the official/supervisor's watch clock on the field/court. **It is highly recommended that teams/individuals arrive early, instead of late!** The minimum start number for the sport must be present to win by forfeit or both teams will be given a forfeit. If one team is not ready to play at game time:

1. The team ready to play wins the contest by forfeit.
2. However, if the required minimum number of players arrives within the five minutes after game time, the game will be played and recorded as an official game. Length of the contest will be shortened according to the lateness of the new start time. If both teams are ready to play at the designated start time, but due to a previous game running long the teams will receive the full allotment of time for their contest.

If a team cannot fulfill their commitment to compete their schedule, they are encouraged to notify the Director of Intramurals of their wish to be dropped from the schedule.

XVI. Protests

Protests shall be accepted and considered, if they **actually** affect the final result of the contest and include a misinterpretation of a playing rule and/or player eligibility, not on an official's call.

XVII. Protest Solution

The eligibility of players from both teams is reviewed. The protest is then reviewed for validity. Participants may be asked to provide additional information. During tournament play, protests will be reviewed before the next scheduled contest, generally the next day. Decisions will be final with no further appeal process.

If the protest is upheld, the game may be replayed at the point determined by the Intramural Director or the game could be defaulted.

XVIII. Play-offs and Post- Season Tournament

Team sports generally play a regular season followed by a post -season single elimination play-off tournament to determine the champion. The following guidelines will apply:

1. In most cases teams must be .500 or above during the regular season to qualify for play-offs. Exceptions are based on the number of regular season contests, number of teams in the sport, and facility and time constraints.
2. Tournament brackets will be posted on the bulletin boards. It is the responsibility of the teams to check the brackets in person.
3. Play-off games may be scheduled at different times, locations, and/or days from the regular season...

XIX. Player and Team Conduct

The development of team and individual sportspersonship is of fundamental importance in all-intramural activities. A team is responsible for the actions of the individual team members and spectators related to their team. All team members are responsible for promoting acceptable behavior.

A. ACTS OF SUSPENSION

These sanctions apply before, during, and after all intramural events.

BEHAVIOR

MINIMUM NUMBER OF GAMES SUSPENDED

Failure to cooperate with staff.	1
Continued infringement of spirit and intent of the game. -i.e.: continued rule violations and unsportsmanlike conduct	1
Excessive arguing with officials, staff, or participants.	2
Throwing equipment. -i.e. throwing balls and equipment across playing fields	2
Purposeful destruction of equipment.	2
Abusive language -i.e. derogatory remarks about his/her character or physical violence as a threat	2
Spitting towards or at an official, staff, or participant.	Year
Pushing or fighting with an official, staff, or participant. -i.e. physical contact	Year
Under the influence of drugs/alcohol.	Year
Multiple team members involved in a fight with an official, staff member, or another team during an intramural event (suspension of team name).	Season

The Intramural Director reserves the right to suspend any participant or team from intramural competition for conduct, behavior, or attitude that they perceive as interfering with the orderly conduct of activities and/or safety of all individuals participating in the intramural program.

XX. Alcohol/Drugs

The use, possession, sale and/or consumption of alcohol/drugs at any intramural activity is strictly prohibited and is a violation of Elms College conduct regulations as stated in the Student Handbook. In addition, players or spectators who have consumed and/or are under the influence of substances are a safety concern both to themselves and others at the event.

XXII. Facilities

Our facilities are used by both the athletic and intramural programs. With such high use in all facilities, participants are asked to be responsible for their own clean-up. Please notify the

Director of Intramurals of any safety hazards regarding the equipment or facility.

Specific Rules for using Maguire Center /Berchmans Gymnasium:

1. Only legal footwear allowed: non-marking soles, sneakers, no shoes, boots or any other footwear that would cause damage or scratches to the playing surface.
2. No food or beverages allowed.

XXIII. Equipment

Although most participants have their own equipment, a limited amount of equipment is available.

XXIV. Proposal for New Activity/Event

Students, staff, faculty, and administrators are encouraged to introduce new activities to be included in the next academic year's intramural events. Approval is based upon philosophy of program, facilities required, student interest, safety, cost of equipment, personnel needs, etc.

XXV. Student Employment Opportunities and Descriptions

Applicants should be mature, reliable, capable of making decisions, solving problems, self-initiated, responsible and capable of acting in a professional manner while performing their duties.

Sport Coordinator: Work-study position. Represent the Intramural Department and assist the Director in organization and administration of team sports, informal programs, publicity, facility supervision, supervision of student staff, recruitment and training of intramural staff, assist in scheduling staff and leagues, supervising intramural activities, and other assignments as assigned. Must have specific knowledge of game rules in order to interpret the rules to assist players, officials, and supervisors.

Sport Official: Work-study position. Represent the Intramural Department and facilitate sport contests. Must have knowledge of the rules in specific team sports as well as general knowledge of program policies. Training sessions will be conducted by the Intramural Department.

Sport Scorekeeper: Work-study position. Represent the Intramural Department and assist officials and supervisors. Should have rule knowledge in specific team sports as well as general knowledge of program policies. Training clinics are generally conducted a week or two prior to the activity beginning.

Office Staff: Work-study position. Represent the Intramural Department and manage the offices during open hours. Assist with special events, captain's meetings, and team sign-ups. Daily tasks include: recording game results; preparation of score sheets/equipment for contests; preparation for and check-in of officials; answering telephone and assisting participants, handling first aid/emergency situations when necessary; completion of appropriate forms when needed; distribution of promotional materials; equipment checkout/ check-in for participants. Must have knowledge of program policies to assist players and teams.