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# General Membership & Facility Policies

(For All Members & Visitors)



# Membership Agreement

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## 1. Purpose

The purpose of this agreement is to outline the terms and conditions of memberships at Bremerton Sports Center. By purchasing a membership, members agree to abide by the policies outlined in this agreement and any referenced policies related to refunds, facility rules, and liability waivers.

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## 2. Membership Types & Duration

Bremerton Sports Center offers the following membership options:

### *Annual Memberships (Auto-Renewing Contracts)*

- **Adult Memberships** (Ages 18+)
- **Youth Memberships** (Ages 1.5 - 17)
- Annual memberships **auto-renew** every year unless canceled by the member.
- Cancellation requests must be submitted before the renewal date to avoid auto-renewal.

### *Monthly Class Memberships (Month-to-Month Auto-Renewing)*

- **Krakens Academy Memberships** (Ages 1.5 - 8, 9 - 12, and 13 - 17)
- Memberships provide access to scheduled classes within the designated age group.
- Monthly memberships auto-renew at the start of each month unless canceled prior to the renewal date.

### *Drop-In Memberships (Coming Soon)*

- Details will be provided upon launch.
- 

## 3. Membership Benefits & Access

- **Annual Memberships** include participation in leagues and drop-in programs.
  - **Class Memberships** allow members to participate in designated Krakens Academy classes on a monthly basis.
  - Membership access is limited to Bremerton Sports Center's operating business hours.
  - There are currently **no guest privileges** associated with any membership type.
-

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#### 4. Payment Policies

- Payments are accepted online (card-only) and in-person (card or cash). Special circumstances may allow for check payments.
- All memberships **auto-renew** based on their term (monthly or annual) until the member submits a cancellation request.
- **Missed Payments:** Failure to make a timely payment may result in late fees and/or suspension of membership privileges.
- **Membership Freezes:**
  - **Annual Memberships** cannot be frozen or paused.
  - **Class Memberships** may be frozen under special circumstances with prior approval.

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#### 5. Cancellation & Refund Policy

- Bremerton Sports Center **does not offer refunds** on any membership. (See Refund Policy for details.)
- Members must notify Bremerton Sports Center in writing to cancel their membership:
  - **Annual Memberships:** Will terminate on the renewal date (one year from purchase).
  - **Monthly Memberships:** Will terminate on the last day of the current billing cycle.

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#### 6. Member Conduct & Facility Rules

- Members must adhere to all facility rules and codes of conduct while on Bremerton Sports Center property.
- Violations of facility rules may result in **suspension or termination** of membership privileges without a refund.
- (See Facility Rules Policy for full details.)

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#### 7. Liability & Waivers

- This membership agreement does **not** serve as a liability waiver.





- All members must complete and sign a **Liability Waiver** online or in person before using the facility.
- Group rentals and organized events may require proof of insurance.
- Bremerton Sports Center follows all facility rules to maintain a safe and well-maintained environment.

All members must sign a liability waiver before participating. See [Waiver Requirement for Field Access](#) for details.

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## 8. Agreement Acknowledgment

By purchasing or renewing a membership, members acknowledge and agree to all terms outlined in this agreement.

Additionally, acknowledgment of this agreement is completed through the required **Liability Waiver** form.

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## 9. Modification of Agreement

Bremerton Sports Center reserves the right to modify this agreement at any time. Any changes will become effective immediately upon being posted at the facility or on the website.

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## 10. Contact Information

For any membership-related inquiries, please contact us:

- **Phone:** 360.479.8388
- **Email:** [Info@BremertonSports.com](mailto:Info@BremertonSports.com)
- **Address:** 1191 Pendergast Parkway, Bremerton, WA 98312

**Effective Date:** April 15, 2025

**Approved By:** Chase LeFors | Operations Manager

*For a full list of facility rules that all members must follow, see [Facility House Rules](#).*



## Required Age / Age Requirement Policy

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### 1. Purpose

The purpose of this policy is to establish clear age requirements for participation in activities, leagues, and programs at Bremerton Sports Center. This ensures the safety of all participants, maintains fairness in competition, and complies with facility rules and insurance guidelines.

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### 2. Scope

This policy applies to all individuals registering for or participating in activities held at Bremerton Sports Center, including but not limited to:

- Youth Leagues
  - Adult Leagues
  - Krakens Academy Programs
  - Drop-In Play
  - Tournaments and Special Events
- 

### 3. Age Requirements

Participants must meet the minimum age requirements for their respective program, as defined below:

- **Youth Leagues & Krakens Academy:** Participants must fall within the designated age range as of the league/session start date.
- **Adult Leagues:** Participants must be **18 years of age or older**. No exceptions.
- **Drop-In Play:**
  - *Youth Drop-Ins:* Age-specific sessions must be adhered to.
  - *Adult Drop-Ins:* Only those **18+** may participate.

Participants may be asked to provide a **valid government-issued ID or birth certificate** to verify age at the time of registration or upon request.

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#### 4. Rationale

- **Safety:** Prevents younger individuals from being injured in older divisions or more intense physical environments.
  - **Competitive Fairness:** Ensures players are appropriately placed with peers of similar age and development.
  - **Insurance Compliance:** Adheres to liability and risk management standards.
- 

#### 5. Consequences of Non-Compliance

Failure to comply with this policy may result in the following actions:

- **Immediate removal from play** for any participant found to be underage or otherwise ineligible.
- **Disqualification from the current game or event** without refund.
- **Ban from all league and facility play** for any underage participant who attempts to register or compete in an adult league. This ban will remain in place until the participant reaches **18 years of age**, regardless of their eligibility in other youth programs.
- **Extended suspensions (up to 6 months)** for any parent, coach, or individual who knowingly facilitates or conceals a participant's ineligibility. This includes submitting false information, encouraging age misrepresentation, or disputing enforcement in a hostile or obstructive manner.
- **Permanent ban** for repeat violations or extreme misconduct related to age misrepresentation.
- **No refunds** will be issued in cases of disqualification due to age violations.

*Examples of violations include but are not limited to:*

- An underage player attempting to join an adult league by using a **sibling's ID** or another person's documentation.
  - A parent knowingly registering their child for an older age division or adult league by falsifying the date of birth during online or in-person registration.
-



## 6. Exceptions & Special Considerations

- Exception requests must be submitted in writing and reviewed by the Operations Manager prior to participation.
  - No exceptions will be granted retroactively.
- 

## 7. Rule Review and Enforcement

This policy will be reviewed periodically. Enforcement is the responsibility of facility staff, referees, and league officials.

Questions or concerns should be directed to the Operations Manager.

**Effective Date:** April 15, 2025

**Approved by:** Chase LeFors | Operations Manager



## False Information & Identity Misrepresentation Policy

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### 1. Purpose

The purpose of this policy is to maintain the integrity of Bremerton Sports Center's registration, participation, and enforcement systems by prohibiting the submission or use of false or misleading information. This ensures a safe and fair environment and protects against liability risks associated with fraudulent player or team activity.

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### 2. Scope

This policy applies to all individuals participating in or registering for any activity at Bremerton Sports Center, including but not limited to:

- Adult and Youth League participants
  - Drop-in players
  - Coaches and team managers
  - Parents/guardians registering youth players
  - Spectators or individuals assisting in player registration
- 

### 3. Prohibited Actions

The following are strictly prohibited:

- Registering under a **false name**, nickname, or alias (e.g., using a sibling's or friend's information).
  - Using someone else's **membership, waiver, or ID** to gain entry or register.
  - Registering an individual who is **ineligible** (e.g., underage) by altering or misrepresenting information.
  - Assisting others in bypassing age restrictions, bans, or suspensions by **knowingly inputting false information** into the registration system.
  - Falsely claiming a **medical, personal, or administrative exemption** without supporting documentation.
-



## 4. Rationale

- **Safety:** Ensures that participants are placed in the appropriate divisions for age and ability.
  - **Accountability:** Holds individuals responsible for their behavior and record within the facility.
  - **Compliance:** Protects the facility from liability and maintains the integrity of league operations.
- 

## 5. Consequences of Non-Compliance

Violations of this policy may result in:

- **Immediate removal** from the facility or game.
- **Voidance of registration** or forfeiture of participation in a league or event—without refund.
- **Ban from all leagues and drop-in play**, effective immediately.
  - In cases involving age misrepresentation, bans will remain in effect until the participant reaches the appropriate minimum age.
- **Extended suspension (up to 6 months)** for any individual who assists in the misrepresentation (e.g., parent, coach, teammate).
- **Permanent ban** for repeat violations or intentional deception related to safety or disciplinary evasion.

*Examples of violations include but are not limited to:*

- A banned player re-registering under a different name to avoid detection.
  - A youth player using a sibling's adult membership ID to register for an adult league.
  - A coach inputting falsified birth dates to allow an underage player into a restricted age bracket.
- 

## 6. Rule Review and Enforcement

This policy will be reviewed periodically to ensure effectiveness and relevance. Bremerton Sports Center staff, referees, and league officials are authorized to verify identities and enforce this policy without prior notice.

For questions or to report a suspected violation, contact the Operations Manager directly.



**Effective Date:** April 15, 2025

**Approved by:** Chase LeFors | Operations Manager



## Membership Payment & Cancellation Policy

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### 1. Purpose

This policy establishes **clear guidelines for membership payments, auto-renewals, cancellations, and refunds** at Bremerton Sports Center. This ensures that members understand their financial obligations and the procedures for making changes to their membership status.

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### 2. Scope

This policy applies to **all individuals enrolled in a membership plan**, including **Adult Memberships, Youth Memberships, Class Memberships, and Drop-In Memberships**.

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### 3. Membership Payment & Billing

- **Accepted Payment Methods:** Payments can be made via **credit/debit card (online or in-person), cash (in-person), or check (in special circumstances)**.
  - **Auto-Renewal:**
    - **Annual Memberships** automatically renew **one year from the purchase date** unless canceled.
    - **Monthly Memberships** auto-renew **on the first of each month** unless canceled.
  - **Payment Processing:**
    - Online payments are processed **securely through our payment system**.
    - In-person payments must be made at **Guest Services**.
  - **Late Payments & Penalties:**
    - Failed payments will result in a **grace period of 5 business days**.
    - After the grace period, the account may be **suspended until payment is resolved**.
    - A **late fee may apply** if the payment is not made within the grace period.
- 

### 4. Membership Cancellation & Suspension

- **How to Cancel:**





- Members must **submit a cancellation request in writing** to Guest Services or email [Info@BremertonSports.com](mailto:Info@BremertonSports.com).
  - Cancellations must be received **at least 7 days before the next billing cycle** to avoid charges for the upcoming period.
  - **Annual Memberships:**
    - Cancellations before the **one-year term is complete** will not receive a refund.
    - Members who cancel early will retain access until their membership expiration date.
  - **Monthly Memberships:**
    - Cancellations will take effect **at the end of the current month**.
  - **Membership Freezes:**
    - **Annual Memberships** cannot be placed on hold.
    - **Class Memberships** may be temporarily paused for **one billing cycle per calendar year** if requested in advance.
- 

## 5. Refund Policy

- **No refunds will be issued** for membership fees once payment has been processed.
  - Exceptions may be made for **medical reasons or relocation** (documentation required).
  - Members who believe they were charged in error should contact **Guest Services within 5 business days** for a review.
- 

## 6. Facility Access & Membership Privileges

- **Membership privileges** include access to leagues, classes, and drop-in programs as specified in each membership type.
  - Membership does **not include guest passes or additional discounts** unless explicitly stated.
  - Any member who **violates facility policies** may have their membership **suspended or revoked without refund**.
-



## 7. Compliance & Dispute Resolution

- Any disputes related to membership payments, cancellations, or fees must be addressed with **facility management**.
- Bremerton Sports Center reserves the right to **adjust membership pricing and policies with prior notice**.

For any questions regarding memberships, please contact Guest Services or facility management.

**Effective Date:** April 15, 2025

**Approved By:** Chase LeFors | Operations Manager



# Bremerton Sports Center Privacy Policy

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## 1. Purpose

The purpose of this Privacy Policy is to outline how Bremerton Sports Center collects, uses, stores, and protects personal information in compliance with U.S. federal, state, and local regulations, including the California Consumer Privacy Act (CCPA) where applicable. This policy ensures transparency and provides users with control over their personal data.

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## 2. Scope

This policy applies to all individuals who interact with **Bremerton Sports Center**, including but not limited to:

- Players and participants
  - Coaches and team managers
  - Website visitors
  - Individuals making purchases or registrations
  - Employees and independent contractors
- 

## 3. Information We Collect

Bremerton Sports Center collects information through **in-person registration, website interactions, and payment processing systems**. The types of data collected include:

### *A. Personal Information*

- Full name
- Date of birth
- Contact details (phone number, email, mailing address)
- Emergency contact information

### *B. Payment Information*

- Payment transactions are processed securely through **CardPointe**, a third-party provider. Bremerton Sports Center **does not store full credit/debit card details** but may retain transaction records for financial compliance.



### *C. Usage & Technical Data*

- Website visit logs, cookies, and analytics
  - IP addresses and device information (for security monitoring and fraud prevention)
- 

## 4. How We Use Information

We collect and process personal information to:

- Register participants for leagues, tournaments, and events
  - Process payments and maintain financial records
  - Communicate scheduling updates, rule changes, and policy notifications
  - Improve customer experience through analytics and user feedback
  - Maintain safety and security standards for all visitors and participants
- 

## 5. Legal Compliance & Data Protection

Bremerton Sports Center adheres to all applicable **U.S. federal and Washington state laws** regarding personal data collection and security.

- **California Consumer Privacy Act (CCPA):** Users have the right to access, delete, and restrict the use of their personal data if they are California residents.
  - **Washington Privacy Laws:** Compliance with WAC 458-20-254 for business record retention and other relevant state laws.
  - **Payment Security:** Transactions are handled via **PCI-DSS compliant third-party providers** (CardPointe) to ensure financial data security.
- 

## 6. User Consent & Opt-Out Procedures

Users have the right to:

- **Request deletion of their personal data** by submitting a request to Bremerton Sports Center's **data protection officer**.
  - **Opt-out of marketing emails** while still receiving essential operational notifications (such as scheduling updates, rule changes, and payment confirmations).
  - **Restrict data processing** in certain situations, subject to compliance requirements.
-



- **Learn more about federal-level data opt-out options** by visiting:  
<https://www.usa.gov/optout-instructions>
- 

## 7. Data Retention Policy

- Personal data will be retained for **7 years** in accordance with **IRS regulations, state compliance laws, and financial best practices**.
  - After the retention period, data will be securely deleted or anonymized unless legal obligations require further retention.
- 

## 8. Policy Updates & Contact Information

This Privacy Policy may be **updated periodically** to reflect changes in legal requirements or operational needs. Users will be notified of significant changes via email or website updates.

For any inquiries or to exercise privacy rights, please contact:

**Bremerton Sports Center – Data Protection Officer**

[Feedback@BremertonSports.com](mailto:Feedback@BremertonSports.com)

**360-479-8388**

**Effective Date:** April 15, 2025

**Approved by:** Chase LeFors | Operations Manager



## Facility Rental Policies

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### 1. Purpose

This policy outlines the **terms, conditions, and expectations** for renting facility spaces at Bremerton Sports Center. It ensures a **smooth, safe, and organized rental process** for private events, tournaments, practices, and special functions.

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### 2. Scope

These policies apply to **all individuals, teams, organizations, and businesses** renting space for **sports events, corporate functions, fundraisers, parties, and other activities**.

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### 3. Booking & Reservation Procedures

- **Advance Reservations:**
    - Event bookings must be made at least **30 days in advance**.
    - Short-notice bookings may be considered **based on availability**.
  - **Deposit Requirement:**
    - A **non-refundable deposit of 50%** is required at the time of booking.
    - The remaining balance is due **no later than 7 days before the rental date**.
    - Rentals made within 7 days of the event require **full payment at booking**.
  - **Rental Agreement:**
    - All renters must sign a **facility rental agreement**.
    - Liability waivers may be required for certain events.
- 

### 4. Facility Usage & Rental Guidelines

#### *Setup & Breakdown Responsibilities*

- Renters must **check in with facility staff** before setting up.
  - Setup and breakdown **must occur within the rental period**.
-



- Any special setup requests (e.g., tables, chairs, AV equipment) must be **pre-approved**.
- If additional setup time is required, **extra fees may apply**.
- Renters are responsible for **cleaning up all trash, decorations, and personal items** before vacating.

#### *Permitted & Prohibited Activities*

- **Permitted Activities:**
  - Approved sports, recreational events, corporate functions, and fundraisers.
  - Outside catering **allowed with prior approval**.
- **Prohibited Activities:**
  - Alcohol, smoking, or illegal substances **are strictly prohibited**.
  - Unauthorized equipment use or facility alterations.
  - Any activity deemed unsafe or disruptive.

#### *Food & Catering*

- Outside food and beverages are allowed **only with prior approval**.
- Renters are responsible for **cleaning up all food-related waste**.
- No open flames or hazardous food preparation methods are allowed.

#### *Security Requirements*

- Large-scale events **may require security personnel** at the renter's expense.
- The facility reserves the right to **deny or terminate unsafe events**.

Certain events may allow outside food. See [Outside Food Policy](#) for specific guidelines.

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## 5. Fees, Cancellations & Refunds

- **Rental Fees:**
  - Pricing varies based on **event size, duration, and space required**.
  - Additional charges apply for **extended use, extra staff, or equipment requests**.
- **Cancellation Policy:**



- Cancellations made **14+ days before the event** receive a **refund minus the deposit**.
  - Cancellations **within 14 days of the rental date** result in **forfeiture of all payments**.
  - **Damage & Cleaning Fees:**
    - Renters are responsible for **leaving the facility in its original condition**.
    - **Excessive cleaning or damages** may result in **additional fees** or loss of future rental privileges.
- 

## 6. Field Rentals & Capacity Limits

- **Field Use:**
    - Fields must be used for their **intended purpose (sports, recreational activities)**.
    - Any facility-provided equipment must be **returned in original condition**.
  - **Capacity Limits:**
    - Large Fields: **Maximum 30 participants**.
    - Small Fields: **Maximum 15 participants**.
    - Exceeding limits may result in **additional charges or rental termination**.
- 

## 7. Facility Staff Responsibilities

- Ensure **rental space is prepared** before the event.
  - Provide renters with necessary **instructions and guidelines**.
  - Conduct **post-event inspections** to check for damages or non-compliance.
  - Enforce **all rental policies and assess penalties when needed**.
- 

## 8. Insurance & Liability

- **Liability Waiver:**
    - The facility is **not responsible** for injuries, loss, or property damage.
-





- Renters assume **full responsibility** for guests and participants.
  - **Insurance Requirements:**
    - Organized groups/events may be required to **provide proof of liability insurance**.
- 

## 9. Compliance & Enforcement

- Renters who **fail to comply** with these policies may be **denied future rentals**.
- Any disputes regarding rental agreements, fees, or penalties must be directed to **facility management**.
- Bremerton Sports Center reserves the right to **adjust policies as needed** to maintain safety and fairness.

For questions about facility rentals, please contact **Bremerton Sports Center management**.

**Effective Date:** April 15, 2025

**Approved By:** Chase LeFors | Operations Manager



## Terms of Participation

By registering for or participating in any program, activity, or event hosted at Bremerton Sports Center (BSC), all individuals agree to comply with the facility's published Policies and Procedures.

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### Applies To:

- Adult and youth participants
  - Coaches and team managers
  - Parents/guardians of minors
  - Spectators and guests
  - League and tournament affiliates
- 

### Agreement & Acknowledgment

- Participation in BSC programs implies acceptance of all rules, policies, and behavioral expectations outlined in the facility handbook.
  - Users acknowledge they have had reasonable opportunity to read and understand these rules prior to participating.
  - Failure to comply may result in penalties, suspension, removal, or permanent bans at the discretion of BSC management.
- 

### Assumption of Risk & Liability

- Participants assume all risks associated with physical activity, including the risk of injury or property damage.
  - BSC is not liable for personal items lost, stolen, or damaged on the premises.
  - Emergency care decisions may be made by BSC staff in the best interest of the participant if a guardian is not immediately available.
- 

### Dispute Resolution

- Any disputes must follow the internal **Dispute Escalation Policy** prior to formal appeal.
-



- Legal claims will be governed by the laws of the State of Washington.
- 

## Media & Privacy

- Participants agree that images or video taken during public events may be used for promotional purposes unless an official **Opt-Out Form** has been submitted.
  - Personal data is handled in accordance with the BSC **Privacy Policy**.
- 

## Policy Updates

- Terms are subject to change. Updated versions will be posted online and made available upon request.

**Effective Date:** April 15, 2025

**Approved by:** Chase LeFors | Operations Manager

# Facility House Rules

(For Players, Teams, Coaches & Spectators)



# Player Requirements & Game Format

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## 1. Purpose

The purpose of this house rule is to establish **clear guidelines for team composition and minimum player requirements** across all leagues at **Bremerton Sports Center**. This ensures fairness, proper game flow, and adherence to league structures.

---

## 2. Scope

This rule applies to **all leagues at Bremerton Sports Center**, including:

- Adult leagues
  - Coed leagues
  - Youth leagues (with specified exceptions)
- 

## 3. Game Format & Player Requirements

- **Standard league format is 5v5 plus a keeper (6 players total per team on the field).**
  - Some youth leagues and potential future divisions may **utilize different formats** (e.g., 6v6 + keeper).
- 

## 4. Minimum Player Requirement

- A team must have at least **4 total players (including keeper) on the field** to start and continue a game.
- **Game start enforcement:**
  - The **game clock begins at the scheduled start time** regardless of player availability.
  - If a team does not have the minimum **after 5 minutes**, the game cannot start.
  - If a team is still short after **10 minutes**, the game is **forfeited**, and they will owe a **forfeit fee to the opposing team**.

All non-rostered players must comply with guest player rules. See [Guest Players \(Substitutes\) Policy](#) for eligibility requirements.

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## 5. Coed League Rules

- **5v5 + Keeper Format:** A minimum of **two female field players** must be on the field at all times.
  - Female players may substitute for male players, but the minimum **must always be met** for a full team.
  - **If only one female player is available, the team must play shorthanded.**
- **6v6 + Keeper Format:** A minimum of **three female field players** must be on the field at all times.
  - The same substitution and shorthanded rules apply.

---

## 6. Rationale

- **Competitive Balance** – Ensures fair team compositions in all leagues.
- **Game Flow & Organization** – Standardized rules prevent delays and confusion.
- **Inclusivity in Coed Leagues** – Enforces equal representation and fair play.

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## 7. Exceptions & Special Considerations

- **Youth League Mergers:** If originally separate **boys' and girls' divisions are combined**, the coed player requirements may be adjusted accordingly.

---

## 8. Rule Review and Enforcement

This rule will be periodically reviewed for effectiveness. Bremerton Sports Center referees and league officials are responsible for enforcing minimum player requirements and handling forfeits.

For any questions regarding this house rule, individuals should contact facility management.

**Effective Date:** April 15, 2025

**Approved by:** Chase LeFors | Operations Manager



## Guest Players (Substitutes) Policy

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### 1. Purpose

The purpose of this house rule is to **regulate the use of guest players (subs)** in league games, ensuring **fairness, proper tracking, and compliance with facility policies**. This process prevents unauthorized players from participating and maintains league integrity.

---

### 2. Scope

This rule applies to **all leagues** at **Bremerton Sports Center**, including:

- Adult leagues
  - Coed leagues
  - Youth leagues
  - Tournaments and small-sided games (if guest players are permitted)
- 

### 3. Guest Player (Substitute) Process

- A **guest player (sub)** is defined as a **player who is not officially rostered** on the team but has received permission from the team to play temporarily for a single game.
  - **Prior to playing, all guest players must obtain a “sub slip” from Guest Services.**
  - **The sub slip must be presented to the referee before stepping onto the field.**
  - Guest players must **present their sub slip to the referee before the start of the game or during the first half.**
  - Guest slips **will not be accepted** once the **second half has begun.**
  - **Any guest player** attempting to enter after this point **without prior approval** and **without a validated slip** will be denied entry and may subject the team to further penalties.
  - **Fees may apply** for obtaining a sub slip, depending on league policies.
- 

### 4. Eligibility Requirements for Guest Players

- A guest player **must not have an outstanding balance** owed to the facility.



- Their **membership must be current and in good standing** with Bremerton Sports Center.
  - **Players currently serving suspensions (e.g., Red Card suspension) or banned from the facility are NOT eligible to obtain a sub slip.**
- 

## 5. Rationale

- **League Integrity** – Ensures that substitutions follow a transparent and trackable process.
  - **Financial Accountability** – Prevents players with unpaid balances from participating until they settle their accounts.
  - **Fairness & Safety** – Prevents suspended or banned players from circumventing disciplinary actions.
- 

## 6. Consequences of Non-Compliance

- **If a guest player does not present a valid sub slip before entering the field, they will not be allowed to play.**
  - If a team **allows an unauthorized guest player to participate**, the game may result in a **forfeit**, and disciplinary action may be taken against the team.
  - Players attempting to bypass this rule **may face suspensions or bans from future participation.**
- 

## 7. Exceptions & Special Considerations

- **No exceptions**—all guest players must follow the sub slip process without exception.
- 

## 8. Rule Review and Enforcement

This rule will be periodically reviewed for effectiveness. Bremerton Sports Center referees and facility staff are responsible for enforcement and verifying sub slips before each game.

For any questions regarding this house rule, individuals should contact facility management.

**Effective Date:** April 15, 2025

**Approved by:** Chase LeFors | Operations Manager





## Youth League Rules

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### 1. Purpose

The purpose of these house rules is to **ensure proper game structure, maintain player safety, and provide a fair and competitive environment** for youth leagues at **Bremerton Sports Center**.

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### 2. Scope

These rules apply to **all youth leagues** at Bremerton Sports Center, covering ages **4 to 17** in the following divisions:

- **4-7 Years Old**
  - **8-11 Years Old (Boys & Girls)**
  - **12-17 Years Old (Boys & Girls)**
- 

### 3. Age Groups, Roster Limits & Coaches

#### *A. Players Per Age Group & Field Size*

Age Group	Format	Field Size	Max Roster (Players + Coaches)
4-7 Years Old	4v4 (No Keepers)	Small Field	8 Players + 1-2 Coaches
8-11 Years Old	6v6 + Keepers	Large Field	14 Total (See Breakdown Below)
12-17 Years Old	5v5 + Keepers	Large Field	14 Total (See Breakdown Below)

#### *B. Roster Composition (Ages 8-17)*

- **14 total roster spots are available for players and coaches combined.**
- Teams **must** follow one of the two roster structures:
  1. **13 players + 1 coach**
  2. **12 players + 2 coaches**
- **A second coach is optional**, but if a team elects to have two coaches, they must reduce their player roster accordingly.



### C. Coaching Requirements

- Each team **must** have at least **one coach** on the bench at all times.
- A maximum of **two coaches** per team are allowed in the bench area.
- **Coach Ejections:**
  - If a coach is ejected, another adult **with an active membership at Bremerton Sports Center** must step in to continue the game.
  - If no replacement is available, the game **will be ended immediately**, and the **score at the time of stoppage will be recorded as final**.

Each youth team must have an adult coach present. See [Mandatory Coach Presence for Youth Teams](#) for supervision requirements.

---

## 4. Game Equipment

Age Group	Ball Size
4-7 Years Old	Size 3
8-11 Years Old	Size 4
12-17 Years Old	Size 5

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## 5. Safety Rules

### A. Headers Ban (Ages 4-11)

- **Heading the ball is not permitted** for players ages **4 to 11**.
- If a player **accidentally heads the ball**, play must be stopped, and the **referee must check on the player before continuing**.
- **Restart Procedure:**
  - Play resumes with the **opposing goalkeeper** taking possession on the **opposite side** from where the accident occurred.

### B. Goalkeeper Restrictions (Ages 8-11)

- **Goalkeepers may not drop kick the ball.**
  - The ball **must be thrown or rolled** for distribution after a save.
-

## 6. Mercy Rule (Youth Leagues)

- **If a team leads by +4 goals:**
    - The **trailing team may add one additional field player** until the goal differential is +3 or less.
  - **If a team leads by +8 goals:**
    - The **leading team must remove one field player** until the goal differential is reduced to +7 or less.
  - **If a team with an extra player receives a time penalty:**
    - The extra player **must be removed** until the penalty is served in full.
  - **If the goal differential drops below +5:**
    - The time penalty **must still be served in full**, unless another goal is scored by the opposing team.
  - **A removed player may re-enter immediately** when the goal differential is reduced.
- 

## 7. Field Positioning Rules

### A. Field 3's 6-Foot Line Rule

- **Players are not allowed to stand inside the space between the goal line and the 6-foot line**, acting as a “goalkeeper.”
- If a player standing in this area **touches the ball**, a **foul will be called**, and play restarts with a **free kick from the top of the arch**.
- **Exceptions:**
  - Players **may move through the area** to defend but **must remain in continuous motion**—they **cannot stop inside the space**.
  - If a defending player **illegally stops inside the space and blocks a shot**, a **penalty kick will be awarded from the defending third line**.
  - **Penalty Kick Procedure:**
    - The defending team **cannot form a human wall**.
    - All defending players **must be behind the defending third line until the ball is touched**.



### *B. The Human Wall Rule*

- If a **foul results in a defensive wall**, the attacking team **may not intentionally strike the ball into the human wall**.
- If the attacking team **hits the human wall deliberately**, the **defending team is awarded possession**.
- **Restart Location:**
  - Play resumes **from the location of the original foul, not** where the ball struck the wall.

---

## 8. Rule Review and Enforcement

These rules will be periodically reviewed to ensure they align with safety protocols and league fairness. Referees and facility management are responsible for enforcing these rules.

For any questions regarding these house rules, individuals should contact **Bremerton Sports Center**.

**Effective Date:** April 15, 2025

**Approved by:** Chase LeFors | Operations Manager



## Equipment Requirements

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### 1. Purpose

The purpose of this house rule is to **ensure player safety, maintain fair play, and standardize team appearances** across all leagues and events at **Bremerton Sports Center**. Proper equipment use minimizes injury risks and prevents avoidable disruptions during gameplay.

---

### 2. Scope

This rule applies to **all leagues, rentals, and events** at **Bremerton Sports Center**, including:

- Adult leagues
  - Coed leagues
  - Youth leagues
  - Tournaments and small-sided games
  - Private rentals and field usage
- 

### 3. Equipment Guidelines

#### *A. Shin Guards*

- **Shin guards are required for all play.**
- Referees will issue a **reminder before the game** begins.
- **If a player fails to wear shin guards**, they assume the risk of injury.

#### *B. Prohibited Equipment*

- **No dangerous objects may be worn**, including:
  - Hard casts (unless properly padded)
  - Jewelry (earrings, necklaces, rings, etc.)
  - Watches and other wearable devices
- **Allowed with Modification:**
  - Bracelets, watches, and Fitbits may be worn **if covered by a sweatband** (available for purchase at Guest Services).



### *C. Footwear Regulations*

- **Cleats are strictly prohibited on all playing surfaces.**
- **Only the following footwear is allowed:**
  - Turf shoes
  - Tennis shoes
  - Indoor soccer shoes

All players must comply with footwear regulations. See [Outdoor Cleats Prohibited on Fields](#) for details on approved footwear.

### *D. Cleat Violation Consequences*

- **League Play:**
  - Any player found wearing cleats in a league game will receive a **blue card** and a **2-minute time penalty**.
  - If a player enters a game in violation of these rules, the opposing team will be awarded a **free kick**.
- **Private Rentals:**
  - Any rental session where a player is found wearing cleats will be **stopped until all players comply**.
  - **Lost rental time will not be refunded.**

### *E. Team & Guest Player Uniform Requirements*

- Teams must have both a **dark-colored shirt** and a **light-colored shirt** to distinguish themselves from the opposing team.
- **Guest players must wear the correct colors** corresponding to the team they are playing for.
- **Shirt color consistency:**
  - Shirts must be the **exact same shade or very similar** across teammates.
  - Example: If a team's light-colored shirt is **bright red**, all players and guest players must wear **bright red or a similar shade**.
  - **Maroon is considered a dark-colored shirt and would NOT be allowed** for a team designated as light-colored.
- **If opposing teams wear the same colors:**



- The **HOME** team must change to their alternate color.
  - **If a player does not have the correct color:**
    - The default colors will be **black for dark-colored teams** and **white for light-colored teams**.
  - **Goalkeepers must wear a distinct color** that differs from both teams.
    - This rule applies to **any player temporarily acting as a goalkeeper** during the game.
- 

#### 4. Rationale

- **Player Safety** – Proper equipment prevents injuries and ensures a safe playing environment.
  - **Fairness & Organization** – Standardized uniforms prevent confusion and maintain professional gameplay.
  - **Facility Protection** – Prohibiting cleats helps **preserve field surfaces and prevent damage**.
- 

#### 5. Consequences of Non-Compliance

- **Players violating equipment rules may be restricted from participating** until they comply.
  - **Cleat violations** result in **penalties, game stoppages, and rental suspensions** as outlined above.
  - **Teams failing to comply with uniform requirements** must default to designated **black or white colors** to continue play.
- 

#### 6. Exceptions & Special Considerations

- **No exceptions**—all players must adhere to these equipment rules at all times.
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#### 7. Rule Review and Enforcement

This rule will be periodically reviewed for effectiveness. Facility staff, referees, and event organizers are responsible for enforcement.

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For any questions regarding this house rule, individuals should contact facility management.

**Effective Date:** April 15, 2025

**Approved by:** Chase LeFors | Operations Manager



## No Hard Casts or Unpadded Braces

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### 1. Purpose

The purpose of this house rule is to ensure **player safety and prevent injuries to others** by restricting the use of hard casts and requiring proper padding for braces and splints. This rule helps maintain a safe playing environment for all participants.

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### 2. Scope

This rule applies to all **leagues and events** hosted by **Bremerton Sports Center**, including:

- Tournaments
  - Small-sided games
  - Official facility-hosted competitions
- 

### 3. House Rule Guidelines

- **Hard casts and rigid splints are strictly prohibited** on the field.
  - **Soft casts and splints are allowed** only if they are **properly padded and covered** to minimize injury risk.
  - **Knee, ankle, and wrist braces are permitted**, but they must be **covered and padded** before participation.
  - Players will be **denied access to the field** until they comply with this rule.
- 

### 4. Rationale

- **Player Safety** – Hard casts and unpadded braces pose a risk of injury to the wearer and others on the field.
  - **Fair Play** – Ensures that all players compete under the same safety guidelines.
  - **Minimizing Contact Risks** – Padding helps reduce the risk of impact injuries during play.
-



## 5. Consequences of Non-Compliance

- Individuals attempting to participate with **a hard cast or an uncovered/unpadded brace will be asked to leave the field** until they meet the requirements.
  - Players who refuse to comply **will not be allowed to participate** in games or events.
  - Repeated violations may result in **further restrictions from participation**.
- 

## 6. Exceptions and Accommodations

- **No exceptions.** All individuals must adhere to this rule without exception.
- 

## 7. Rule Review and Enforcement

This rule will be periodically reviewed for effectiveness. Facility management, referees, and staff are responsible for enforcement and ensuring compliance.

For any questions regarding this house rule, individuals should contact facility management.

**Effective Date:** April 15, 2025

**Approved by:** Chase LeFors | Operations Manager



## Game Duration & Start Time

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### 1. Purpose

The purpose of this house rule is to establish **clear guidelines for game duration, start times, and minimum player requirements** across all leagues at **Bremerton Sports Center**. This ensures consistency, minimizes delays, and keeps gameplay running smoothly.

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### 2. Scope

This rule applies to **all leagues and games** at **Bremerton Sports Center**, including:

- Adult leagues
  - Youth leagues
  - Tournament play
  - Games on both the **main field** and **small field**
- 

### 3. Game Duration & Format

#### *A. Standard Game Length*

- **Adult Leagues:** Two **22-minute and 30-second halves** unless otherwise specified (e.g., tournament play).
- **Youth Leagues:** Two **20-minute halves** unless otherwise specified (e.g., tournament play).
- **Small Field Games:**
  - Standard format: **Two 20-minute halves**
  - Alternative format: **Four 10-minute quarters**

#### *B. Game Start Times & Minimum Players*

- **Games will begin at their scheduled time**—no exceptions.
- Teams must have at least **4 players (including a goalkeeper)** to start a game.
- **Grace period:**
  - If a team does not have 4 players at the scheduled start time, they will have **5 minutes to field a legal team without penalty**.



- After 5 minutes, if the team still does not meet the minimum player requirement, **the game cannot begin.**
  - After **10 minutes**, the game is **considered a forfeit**, and the team will **owe a forfeit fee to the opposing team.**
- 

#### 4. Rationale

- **Game Flow & Organization** – Prevents unnecessary delays and ensures all games run on schedule.
  - **Competitive Fairness** – Enforces equal playing conditions across leagues and game formats.
  - **Facility Efficiency** – Maximizes available field time and minimizes scheduling disruptions.
- 

#### 5. Consequences of Non-Compliance

- Teams failing to meet the **minimum player requirement after 10 minutes** will **forfeit the match and be charged a forfeit fee.**
  - Games **will not be delayed beyond the allowed 5-minute grace period** to accommodate late arrivals.
- 

#### 6. Exceptions & Special Considerations

- **Tournament play may have modified game durations** or rules regarding late starts, which will be communicated before the event.
  - **League management reserves the right to adjust game times based on facility needs** and special circumstances.
- 

#### 7. Rule Review and Enforcement

This rule will be periodically reviewed for effectiveness. Facility staff, referees, and league organizers are responsible for enforcing game timing regulations.

For any questions regarding this house rule, individuals should contact facility management.

**Effective Date:** April 15, 2025

**Approved by:** Chase LeFors | Operations Manager

## Late Arrival Policy for Participants

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### 1. Purpose

The purpose of this policy is to clarify expectations regarding late arrivals to scheduled games and events. It ensures consistency in game flow, supports fairness among teams, and protects the integrity of Bremerton Sports Center's scheduling and facility use.

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### 2. Scope

This policy applies to all participants in scheduled games, including:

- Adult League players
  - Youth League players
  - Coaches and team managers
  - Tournament participants
  - Drop-In session attendees (as applicable)
- 

### 3. Late Arrival Guidelines

- All games will begin at their **scheduled start time**. The game clock will start whether or not teams are fully present.
- Players arriving late must **check in with the referee or scorekeeper** before entering the field of play.
- Once the game begins:
  - A player may only enter at an **appropriate game stoppage** (e.g., goal scored, timeout, halftime, etc.).
  - Referees have sole discretion to determine if and when a late-arriving player may safely enter the game.
- **Guest Players** (subs) must present their **validated sub slip before or during the first half** of the game.
  - **No guest players will be permitted to check in or play once the second half has started.**



- Players arriving **after the game ends** are considered absent and may not enter or participate in post-game play or warm-ups on the field.
- 

#### 4. Forfeiture Clarification

This policy does not change existing **minimum player requirements** or the **5- and 10-minute grace period** outlined in the Game Duration & Start Time and Forfeiting Policies.

If a team fails to meet the minimum number of eligible players within 10 minutes of the scheduled start time, the game will be ruled a **forfeit**.

---

#### 5. Rationale

- **Facility Efficiency:** Games must run on time to avoid disruption to the day's schedule.
  - **Safety:** Late entry without referee coordination may create unsafe play conditions.
  - **Team Accountability:** Encourages prompt arrival and minimizes disputes or delays.
- 

#### 6. Consequences of Non-Compliance

- Players entering the field without checking in or without referee approval may receive a **Blue Card (2-minute penalty)** for illegal entry.
  - Teams who allow unverified late players to enter without proper procedure may face a **restart violation or loss of possession**.
  - Chronic lateness by an individual may result in **suspension or reduced playtime**, especially in league settings.
- 

#### 7. Exceptions & Special Considerations

- Tournament formats may have modified entry rules; these will be communicated in advance.
  - Weather or traffic-related delays may be taken into consideration at the discretion of the Operations Manager or League Director—but will **not** override the 10-minute forfeit deadline.
-



## 8. Rule Review and Enforcement

This policy will be reviewed periodically. Referees, scorekeepers, and facility staff are responsible for ensuring enforcement and reporting any violations to league officials or management.

**Effective Date:** April 15, 2025

**Approved by:** Chase LeFors | Operations Manager



## Goalkeeper Possession & Distribution Procedures

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### 1. Purpose

The purpose of this house rule is to **ensure fair and consistent goalkeeper play**, prevent time-wasting, and enforce proper distribution procedures to maintain the flow of the game.

---

### 2. Scope

This rule applies to **all leagues and competitions** at **Bremerton Sports Center**, including:

- Adult leagues
  - Coed leagues
  - Youth leagues
  - Tournaments and small-sided games
- 

### 3. Goalkeeper Possession & Distribution Rules

#### *A. Keeper Restarts & Possession Limits*

- **For play to begin, goalkeepers must release a Keeper Restart outside of the arch.**
- Goalkeepers have **5 seconds to put the ball in play** after gaining clear control of possession, regardless of whether they are on the ground or standing.
- Both **keepers and defending players** have a **5-second limit on possession inside the arch**, whether controlling the ball with their **hands or feet**.
- **Failure to clear the ball from the box within 5 seconds results in a free kick** for the opposing team at the **top of the arch**.

#### *B. Distribution Methods*

- Goalkeepers may **throw or roll** the ball to distribute it.
  - **Punting is only allowed if the ball touches the ground first before being kicked by the keeper.**
  - **Height Limit Restrictions:**
    - The ball **cannot touch the ceiling net**—if it does, the opposing team is awarded a **free kick at the defending third line**.
-



- The ball **cannot travel past the attacking third line in the air**—violations result in a **free kick for the opposing team at the defending third line** (ball can be placed anywhere on the line).

#### *C. Restrictions on Passes to the Keeper*

- **Defenders may pass the ball back to their goalkeeper**, but the keeper **cannot pick it up with their hands** if the pass is deliberate.

#### *Definition of a Deliberate Pass to the Keeper:*

- A pass is considered **deliberate** if:
  - A player **intentionally kicks the ball** to their goalkeeper using their foot.
  - The pass is **not accidental or deflected** (e.g., a ricochet off a teammate does not count as a deliberate pass).
  - The keeper **cannot pick up the ball** if it was deliberately kicked by a teammate.
- **Allowed keeper actions on a deliberate pass:**
  - The keeper may **play the ball with their feet** but **cannot handle it with their hands**.
  - If the ball is headed, chested, or otherwise played with a body part **other than the foot**, the keeper **is allowed to pick it up**.

---

## 4. Rationale

- **Prevents Time-Wasting** – Ensures continuous play and prevents stalling tactics.
- **Encourages Fair Play** – Standardizes goalkeeping rules to maintain consistency across games.
- **Protects Facility & Gameplay Integrity** – Enforces height limits to prevent disruptions and maintain a controlled playing environment.

---

## 5. Consequences of Non-Compliance

- **Failure to release a Keeper Restart outside the arch** → Free kick awarded to the opposing team at the top of the arch.
- **Failure to clear possession within 5 seconds inside the arch** → Free kick awarded to the opposing team at the top of the arch.
- **Violation of height limits or punting rules** → Free kick awarded to the opposing team at the defending third line.



- **Illegal handling of a deliberate pass from a teammate** → Free kick awarded to the opposing team at the spot of the infraction.
- 

## 6. Exceptions & Special Considerations

- **No exceptions.** This rule applies to all goalkeepers and defenders in every league.
- 

## 7. Rule Review and Enforcement

This rule will be periodically reviewed for effectiveness. Referees and facility management are responsible for enforcement and ensuring compliance.

For any questions regarding this house rule, individuals should contact facility management.

**Effective Date:** April 15, 2025

**Approved by:** Chase LeFors | Operations Manager

## Mercy Rule

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### 1. Purpose

The purpose of this house rule is to **maintain competitive balance and encourage fair play** by allowing adjustments when a team has a significant goal differential. This rule ensures that games remain engaging and prevents excessively lopsided scores.

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### 2. Scope

This rule applies to **all adult and coed leagues** at **Bremerton Sports Center**, including:

- Adult leagues
  - Coed leagues
  - Tournaments and small-sided games
- 

### 3. Mercy Rule Guidelines

- When a team gains a **goal differential of +5 goals**, the **opposing team is allowed to add one additional field player**.
- If the goal differential drops to **+4 or less**, the extra field player **must be removed immediately**.

#### *A. Time Penalty Considerations*

- If a team **playing with an extra player** due to the Mercy Rule **receives a time penalty (Blue Card)**, they must **remove the additional field player** and serve the penalty normally.
- If the goal differential **drops below 5 while a time penalty is active**, the penalized player **must still serve the full penalty** unless another goal is scored by the opponent.

#### *B. Coed League Adjustments*

- In **coed leagues**, if a player must be removed due to the goal differential change, the team **must still meet the 2 female field player minimum at all times**.
- 

### 4. Rationale

- **Competitive Balance** – Helps maintain engagement in games with large goal differentials.



- **Fair Play & Encouragement** – Gives trailing teams an opportunity to remain competitive.
  - **Coed Compliance** – Ensures that adjustments do not violate gender participation rules.
- 

## 5. Consequences of Non-Compliance

- Teams failing to **remove the extra player** when the goal differential drops below +5 may receive a **free kick penalty** or further disciplinary action at the referee's discretion.
  - Teams **violating the coed minimum requirement** may be required to play shorthanded.
- 

## 6. Exceptions & Special Considerations

- **No exceptions.** All teams must adhere to the Mercy Rule if applicable.
- 

## 7. Additional Youth League Mercy Rule

- The **Youth League Mercy Rule** follows a slightly different structure.
  - **For youth league-specific guidelines, see [Youth League Mercy Rule](#) for details.**
- 

## 8. Rule Review and Enforcement

This rule will be periodically reviewed for effectiveness. Referees and facility management are responsible for enforcement and ensuring compliance.

For any questions regarding this house rule, individuals should contact facility management.

**Effective Date:** April 15, 2025

**Approved by:** Chase LeFors | Operations Manager



## Free Kicks & Restart Procedures

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### 1. Purpose

The purpose of this house rule is to **establish clear guidelines for free kicks, penalty kicks, and restart procedures** to ensure consistency and fairness across all games at **Bremerton Sports Center**.

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### 2. Scope

This rule applies to **all leagues and competitions** at **Bremerton Sports Center**, including:

- Adult leagues
  - Youth leagues
  - Coed leagues
  - Tournaments and small-sided games
- 

### 3. Free Kick Rules

#### *A. Free Kick Type by Field Size*

- **Large Fields:** All free kicks are **direct** (a goal can be scored directly from the kick).
- **Small Fields:** All free kicks are **indirect** (a second player must touch the ball before a goal can be scored).

#### *B. Youth League (Ages 11 & Under) Special Rule*

- On **goal box restarts**, opposing players **must retreat to the attacking line** until the ball is played. This applies on both **large and small fields**.
- 

### 4. Penalty Kick Rules

- **Location:** Penalty kicks are taken **from the top of the arch**, with all other players positioned **behind the attacking line**.
  - **Penalty Kicks Are Awarded If:**
    1. **A foul in the box is committed by the last defender.**
    2. **A foul in the box warrants a time penalty (Blue Card offense).**
-



- **Other fouls in the box** that do **not** meet the criteria above will result in a **free kick from the top of the arch** with a defensive wall allowed.
- 

## 5. Distance & Positioning on Restarts

- **Opposing players must be at least 15 feet from the ball** on all restarts.
    - The **white line in the box** serves as a reference point for this distance.
  - **On keeper restarts or free kicks within the defensive arch:**
    - The opposing team **must be at least 15 feet away** from the arch until the ball is played.
- 

## 6. Keeper Distribution & Blocking Violations

- **A player intentionally blocking the goalkeeper from distributing the ball within 15 feet** will receive a **Blue Card (2-minute penalty)**.
- 

## 7. Rationale

- **Standardized Restart Rules** – Maintains consistency across games and age groups.
  - **Player Safety & Fairness** – Ensures proper spacing and positioning to prevent interference.
  - **Goalkeeper Protection** – Discourages intentional disruption of keeper distribution.
- 

## 8. Consequences of Non-Compliance

- Players violating the **15-foot restart rule** may receive a **verbal warning** or a **free kick reset** at the referee's discretion.
  - **Blocking the goalkeeper's distribution inside 15 feet results in a Blue Card (2-minute penalty)**.
- 

## 9. Exceptions & Special Considerations

- **No exceptions.** All players must adhere to these free kick and restart procedures.
-



## 10. Rule Review and Enforcement

This rule will be periodically reviewed for effectiveness. Referees and facility staff are responsible for enforcing restart distances and penalty kick procedures.

For any questions regarding this house rule, individuals should contact facility management.

**Effective Date:** April 15, 2025

**Approved by:** Chase LeFors | Operations Manager

## Card System & Time Penalties

---

### 1. Purpose

The purpose of this house rule is to **establish clear disciplinary procedures using the card system and time penalties** to ensure fairness, enforce rules consistently, and maintain player accountability.

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### 2. Scope

This rule applies to **all leagues and competitions** at **Bremerton Sports Center**, including:

- Adult leagues
  - Coed leagues
  - Youth leagues
  - Tournaments and small-sided games
- 

### 3. Card System Overview

- **Blue Cards** → Issued for **serious or persistent violations** of the rules.
  - **Yellow Cards** → Serves as a **warning** that the next card issued will be a **Red Card**.
  - **Red Cards** → Results in an **immediate ejection from the game** and possible further disciplinary action.
- 

### 4. Time Penalties

- **Blue Card Offense** → Player serves a **2-minute penalty** in the penalty box.
  - **Goalkeepers must serve their own time penalties** (another player cannot serve it for them).
  - **Accumulation Rule:**
    - A player receiving **two Blue Cards** in a game will be issued a **Yellow Card**, notifying them that their next card will be a **Red Card**.
    - If a player receives an **Accumulation Red Card** (three Blue Cards in a single game), they are **ejected**, and their team must play shorthanded for **2 minutes**.
-





- **Straight Red Card Consequences:**

- The **player is immediately ejected** from the game.
- Their team must serve a **2-minute penalty in full**, regardless of whether the opposing team scores.

---

## 5. Special Considerations

- **No Delayed Penalties:**

- If a situation warrants a time penalty, the referee **will issue it immediately**, even if an advantage situation exists.

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## 6. Rationale

- **Fair Play & Discipline** – Establishes a structured system for enforcing misconduct penalties.
- **Competitive Integrity** – Ensures teams are held accountable for violations.
- **Clarity for Players & Officials** – Defines how card accumulation and time penalties are applied consistently.

---

## 7. Consequences of Non-Compliance

- **Players receiving a Red Card must leave the field immediately** and may face further suspensions.
- **Teams failing to remove an ejected player from the bench area** may receive additional sanctions.
- **Repeat offenders may face extended suspensions or bans** from facility participation.

---

## 8. Exceptions & Special Considerations

- **No exceptions.** All players and teams must comply with the disciplinary system as outlined.



## 9. Rule Review and Enforcement

This rule will be periodically reviewed for effectiveness. Referees and facility management are responsible for enforcement and tracking disciplinary actions.

For any questions regarding this house rule, individuals should contact facility management.

**Effective Date:** April 15, 2025

**Approved by:** Chase LeFors | Operations Manager



## Forfeiting & Rescheduling Games

---

### 1. Purpose

The purpose of this house rule is to **establish clear policies for forfeiting and rescheduling games**, ensuring that teams communicate in a timely manner, avoid unnecessary disruptions, and uphold fairness for all participants.

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### 2. Scope

This rule applies to **all leagues and events** at **Bremerton Sports Center**, including:

- Adult leagues
  - Youth leagues
  - Coed leagues
  - Tournaments and small-sided games
- 

### 3. Forfeiting a Game

- **Teams that intend to forfeit must notify the facility as soon as possible** by calling or emailing **Info@BremertonSports.com**.
  - **Regardless of when the facility is notified, the team manager of the forfeiting team will be fined the cost of a game in that session.** The team manager may divide the cost among their team as they see fit.
  - The **non-forfeiting team will be credited the cost of a game** in that session.
- 

### 4. Late Game vs. Forfeited Game

- **A game is considered LATE (but not a forfeit) if:**
    - A team **does not have enough players when the clock starts** but fields the **minimum required players within 5 minutes** of the start time.
  - **A game is considered a FORFEIT if:**
    - A team still does not meet the **minimum player requirement (4 players including keeper)** after **10 minutes have passed** from the scheduled start time.
-

---

## 5. Procedure for Forfeited Games

- If a game is officially ruled a **forfeit**, the referee will:
  - **Record which team forfeited** and officially end the match.
  - **Set the clock for the remaining game time**, allowing the team that was forfeited against to use the field for the remainder of the scheduled time if they choose.
  - **Not be required to remain on the field**, but may stay if the teams request their presence to split up and play informally.

---

## 6. Rescheduling & Team Responsibility

- **Team managers are responsible for checking the schedule at least once per week** to confirm game times and any changes.
- While the facility will attempt to notify teams of schedule adjustments, **mass changes may limit our ability to contact every individual team.**

---

## 7. Rationale

- **Game Flow & Organization** – Ensures forfeits and delays are handled efficiently.
- **Competitive Fairness** – Provides a structured approach to game forfeits and team credits.
- **Facility & Financial Accountability** – Encourages teams to respect scheduling commitments.

---

## 8. Consequences of Non-Compliance

- **Failure to notify the facility of a forfeit** may result in **additional disciplinary action** against the team.
- Teams that **repeatedly forfeit** without proper notice may face **suspensions from future league participation.**

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## 9. Exceptions & Special Considerations

- **No exceptions**—all teams must follow the proper forfeiting and scheduling policies.

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## 10. Rule Review and Enforcement

This rule will be periodically reviewed for effectiveness. Facility staff and referees are responsible for enforcing forfeiture policies and handling schedule adjustments.

For any questions regarding this house rule, individuals should contact facility management.

**Effective Date:** April 15, 2025

**Approved by:** Chase LeFors | Operations Manager

# Conduct & Behavioral Policies

(For Players, Coaches, Spectators, & Staff)



## Inclement Weather & Uncontrollable Circumstances Policy

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### 1. Purpose

The purpose of this house rule is to **establish guidelines for handling game cancellations** due to **inclement weather, power outages, or other unforeseen circumstances** while maintaining transparency in rescheduling and refund policies.

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### 2. Scope

This rule applies to **all leagues, tournaments, and events** at **Bremerton Sports Center**, including:

- Adult leagues
  - Youth leagues
  - Coed leagues
  - Private rentals
  - Small-sided games and tournaments
- 

### 3. Cancellation & Rescheduling Guidelines

#### *A. Cancellations Due to Uncontrollable Circumstances*

- If games are canceled due to factors **beyond Bremerton Sports Center's control**, such as:
  - **Inclement weather** (severe storms, snow/ice affecting travel, etc.)
  - **Power outages**
  - **Other facility-impacting emergencies**
- The facility will **make every effort to reschedule** the game(s).
- **If rescheduling is not possible, refunds will not be issued.**

#### *B. Cancellations Due to Facility-Controlled Circumstances*

- If games are canceled due to reasons **within Bremerton Sports Center's control**, such as:
  - **Facility maintenance issues**

- **Scheduling errors**
- **Other preventable internal disruptions**
- The facility will **make every effort to reschedule the game(s)**.
- If rescheduling is not possible, **affected teams will receive a credit equivalent to the cost of a single game for that session.**

For more details on handling forfeits due to weather, see [Forfeiting & Rescheduling Games](#).

---

#### 4. Rationale

- **Fairness & Transparency** – Establishes a clear refund and rescheduling policy for all teams.
  - **Financial Sustainability** – Ensures that unavoidable cancellations do not create financial strain on the facility while maintaining accountability for internally controlled disruptions.
  - **Competitive Integrity** – Encourages completion of games whenever possible while providing fair compensation when the facility is at fault.
- 

#### 5. Exceptions & Special Considerations

- **No exceptions**—this policy applies to all scheduled games and events.
- 

#### 6. Rule Review and Enforcement

This rule will be periodically reviewed for effectiveness. Bremerton Sports Center management is responsible for handling cancellations, rescheduling efforts, and issuing applicable credits.

For any questions regarding this house rule, individuals should contact facility management.

**Effective Date:** April 15, 2025

**Approved by:** Chase LeFors | Operations Manager





## Respect for Others & Prohibited Language

---

### 1. Purpose

The purpose of this house rule is to **promote sportsmanship, professionalism, and safety** by ensuring that all individuals in the facility treat each other with respect. This rule helps maintain a positive environment for everyone involved.

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### 2. Scope

This rule applies to **all individuals** within the facility, including:

- Players
  - Coaches
  - Referees
  - Spectators
  - Facility staff
  - Event participants
- 

### 3. House Rule Guidelines

- **All individuals must treat others with respect**, including guests, players, referees, staff, and spectators.
  - **Foul language, verbal abuse, taunting, threats, or any form of disrespectful conduct** is strictly prohibited.
  - **Emotional reactions** in the heat of competition are understood but must be controlled (e.g., no use of the "F-bomb," no loud or directed profanity).
  - **Self-talk or frustration expressions are acceptable** as long as they are not directed at others or loud enough to be heard throughout the facility.
- 

### 4. Rationale

- **Sportsmanship & Professionalism** – A respectful atmosphere ensures a positive experience for all participants.
-

- **Safety & Well-Being** – Verbal abuse and hostile behavior can escalate into confrontations, creating an unsafe environment.
  - **Family-Friendly Environment** – Many events involve youth players and families, requiring a high standard of conduct.
- 

## 5. Consequences of Non-Compliance

- **First offense** – Verbal warning.
  - **Second offense** – Blue card (formal warning with possible temporary removal from play).
  - **Continued violations** – Immediate removal from the facility.
  - **Severe offenses** – Immediate removal without warning and possible further disciplinary action.
- 

## 6. Exceptions and Accommodations

- **Emotional reactions and self-talk** are acceptable as long as they are **not directed at others** and are **not excessively loud**.
  - The **use of profanity that is loud, directed at someone, or aggressive in nature is never allowed**.
- 

## 7. Rule Review and Enforcement

This rule will be periodically reviewed to ensure its effectiveness. Facility management, referees, and staff are responsible for enforcement and handling violations accordingly.

For any questions regarding this house rule, individuals should contact facility management.

**Effective Date:** April 15, 2025

**Approved by:** Chase LeFors | Operations Manager



## Spectator & Parent Code of Conduct

---

### 1. Purpose

The purpose of this policy is to establish **clear expectations for spectators and parents** attending games, practices, and events at Bremerton Sports Center. This ensures a **positive, respectful, and safe environment** for players, coaches, referees, and other guests.

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### 2. Expected Behavior

All spectators and parents are expected to:

- **Demonstrate good sportsmanship** and encourage fair play at all times.
- **Respect all players, referees, coaches, and other spectators.**
- **Allow coaches to coach and referees to officiate** without interference.
- **Cheer in a positive and encouraging manner**—booing, taunting, or negative remarks are not allowed.
- **Follow all facility rules** and comply with instructions from staff and officials.
- **Ensure children are supervised** at all times while in the facility.

All spectators must demonstrate respectful behavior. See [Respect for Others & Prohibited Language](#) for detailed rules.

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### 3. Prohibited Conduct

The following behaviors are strictly prohibited:

- **Verbal abuse, threats, or harassment** toward referees, coaches, players, or other spectators.
- **Excessive yelling, profanity, or disruptive behavior.**
- **Arguing with referees or attempting to influence calls.**
- **Entering the field of play or team areas without authorization.**
- **Consuming alcohol or being under the influence of drugs** while attending events.
- **Engaging in or encouraging physical altercations.**



- **Vandalizing or damaging facility property.**
- 

#### 4. Enforcement & Consequences

Bremerton Sports Center reserves the right to take action against any spectator or parent who violates this policy, including:

- **Verbal Warning** – For minor infractions, facility staff or referees may issue a verbal warning.
  - **Ejection from the Facility** – Any individual displaying **disruptive or abusive behavior** may be asked to leave immediately.
  - **Temporary or Permanent Ban** – Repeated or severe violations may result in **suspension or permanent banning** from Bremerton Sports Center.
  - **Game Forfeiture** – In extreme cases, teams may be penalized or forfeit a game due to spectator misconduct.
- 

#### 5. Reporting Violations

- Spectators may report concerns to **Guest Services or the Operations Manager**.
  - Any spectator or parent engaging in **threatening, violent, or illegal behavior** will be reported to law enforcement if necessary.
- 

#### 6. Acknowledgment & Compliance

By attending events at Bremerton Sports Center, all spectators and parents agree to **follow this Code of Conduct**. Failure to comply may result in removal from the facility and additional disciplinary actions.

For any questions regarding this policy, please contact facility management.

**Effective Date:** April 15, 2025

**Approved By:** Chase LeFors | Operations Manager



## Staff & Volunteer Code of Conduct

---

### 1. Purpose

The purpose of this policy is to establish clear expectations for the **professionalism, behavior, and ethical responsibilities** of all staff members and volunteers at Bremerton Sports Center. This ensures a **safe, respectful, and inclusive environment** for all players, coaches, spectators, and fellow employees.

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### 2. Scope

This policy applies to **all employees, referees, coaches, volunteers, and contracted personnel** who work within the facility or represent Bremerton Sports Center.

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### 3. Professional Conduct & Behavior

All staff and volunteers are expected to:

- **Act with professionalism** in all interactions with players, parents, and colleagues.
- **Treat everyone with respect**, regardless of age, race, gender, religion, or ability.
- **Maintain a positive and welcoming environment** for all facility users.
- **Follow all facility policies** and enforce rules fairly and consistently.

#### *Prohibited Conduct:*

- Engaging in **verbal abuse, discrimination, or harassment** of any kind.
  - Using **profane, offensive, or inappropriate language** while on duty.
  - Participating in **physical altercations or aggressive behavior**.
  - Engaging in **dishonest or unethical practices**, including accepting gifts or favors that create a conflict of interest.
- 

### 4. Interaction with Minors & Player Safety

- **No one-on-one interactions** with minors in private settings (e.g., locker rooms, back offices). Always have another adult present.
-



- **No direct personal communication with minors** outside of official facility channels.
  - Report any **suspected abuse, neglect, or safety concerns** to the Operations Manager immediately.
- 

## 5. Confidentiality & Facility Representation

- Staff must **maintain confidentiality** regarding facility operations, financial matters, and sensitive player information.
  - Any **public statements or social media posts** related to Bremerton Sports Center must be **professional and appropriate**.
  - Employees and volunteers must **disclose any conflicts of interest**, such as working for a competing facility.
- 

## 6. Dress Code & Appearance

- Staff and volunteers should wear **appropriate, professional attire** that aligns with their role (e.g., referees in uniform, front desk staff in facility-branded gear).
  - Clothing with **offensive or inappropriate language/images** is prohibited.
- 

## 7. Disciplinary Actions & Reporting Violations

### *Progressive Discipline Process:*

Violations of this policy will result in disciplinary action, which may include:

1. **Verbal Warning** – Initial discussion regarding the issue.
2. **Written Warning** – Formal documentation of the infraction.
3. **Suspension or Termination** – For repeated or serious violations.

### *Reporting Violations:*

- All concerns should be reported to the **Operations Manager**.
  - If the Operations Manager is involved or unavailable, concerns may be escalated to **Ownership**.
  - Anonymous reports may be submitted via email at [feedback@bremertonsports.com](mailto:feedback@bremertonsports.com).
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## 8. Policy Review & Acknowledgment

This policy will be reviewed **annually** to ensure alignment with industry best practices and facility operations.

All staff and volunteers must **read, understand, and sign** this Code of Conduct before beginning their duties at Bremerton Sports Center.

**Effective Date:** April 15, 2025

**Approved By:** Chase LeFors | Operations Manager



# Photography & Videography Policy

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## 1. Purpose

The purpose of this policy is to establish clear guidelines regarding the use of photography and videography at Bremerton Sports Center. This ensures the protection of participant privacy—particularly youth players—while maintaining a safe and respectful environment for all attendees.

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## 2. Scope

This policy applies to:

- Spectators, parents, and guardians
  - Players, coaches, and team representatives
  - Staff, referees, and facility partners
  - Third-party photographers, videographers, or media outlets
- 

## 3. Policy Guidelines

### *A. General Photography/Videography*

- Photography and video recording by spectators is **permitted** from public areas (e.g., bleachers, viewing areas), provided it is non-disruptive and used for personal purposes only.
- All individuals are expected to use good judgment and avoid focusing on individuals **not associated with them**, especially minors.

### *B. Youth Privacy*

- Filming or photographing minors who are **not your child or player under your care** is discouraged unless:
  - It is incidental (e.g., a wide shot of gameplay), or
  - You have received verbal consent from the minor's parent or guardian.
- Coaches/team managers are encouraged to **inform parents** in advance if game footage or photos will be taken for review, promotion, or social media.





### *C. Staff or Facility Use*

- Bremerton Sports Center staff may take photos or videos during events for promotional, educational, or safety purposes.
- These images may be used in:
  - Social media posts
  - Marketing materials
  - The official facility website or newsletters
- Participants who wish to **opt out** of having themselves or their child appear in such media must complete and submit the **Photography Opt-Out Form** by **inquiring with the Operations Manager**.

### *Important Notes:*

- BSC will make **reasonable efforts** to exclude individuals who have opted out from published materials.
- Opting out **does not guarantee exclusion** from incidental images (e.g., wide-angle shots of games or large group activities).
- Completed forms must be submitted **prior to participation** in any league, class, or event for exclusion to be honored.

### *D. Prohibited Activity*

- Use of tripods, drones, or obstructive equipment without prior approval.
- Live streaming without written consent from facility management.
- Photography or videography in **private areas** (e.g., restrooms, staff offices).
- Harassing or invasive filming of any individual.

---

## **4. Rationale**

- **Privacy:** Especially for minors and families who do not wish to be recorded.
  - **Safety:** Prevents use of footage for inappropriate or unauthorized purposes.
  - **Facility Integrity:** Ensures a respectful environment that honors all participants' comfort levels.
-



## 5. Consequences of Non-Compliance

Individuals violating this policy may be subject to:

- **Verbal warning or redirection** by staff
  - **Removal from the facility** for persistent or deliberate violations
  - **Suspension or ban** if the offense is severe, repeated, or includes harassment or unauthorized distribution of media
  - **Legal action** in the case of inappropriate or illegal recording
- 

## 6. Rule Review and Enforcement

This policy is subject to periodic review. All staff, referees, and facility management are responsible for its enforcement.

To report a concern related to photography or video usage, please contact the Operations Manager.

**Effective Date:** April 15, 2025

**Approved by:** Chase LeFors | Operations Manager

## No Participation While Under the Influence

---

### 1. Purpose

The purpose of this house rule is to **ensure safety, maintain a professional atmosphere, and comply with legal regulations** by prohibiting individuals who are visibly under the influence of alcohol or drugs from participating in activities or occupying the bench areas.

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### 2. Scope

This rule applies to **all individuals** within the facility, including:

- Players
  - Coaches
  - Referees
  - Spectators
  - Facility staff
  - Event participants
- 

### 3. House Rule Guidelines

- **Anyone visibly under the influence of alcohol or drugs will not be allowed on the field or in the player bench area.**
- Signs of being under the influence include, but are not limited to:
  - **Excessively slurred speech**
  - **Stumbling or lack of coordination**
  - **Strong odor of alcohol or substances**
  - **Overly aggressive behavior**
  - **Other behaviors that, in the discretion of referees or Bremerton Sports Center staff, indicate impairment**
- Facility staff and referees have the authority to **remove individuals deemed unfit for participation or disruptive to the facility environment.**

---

#### 4. Rationale

- **Player & Spectator Safety** – Intoxication can lead to reckless behavior, increasing the risk of injury.
- **Facility Integrity** – A professional and family-friendly environment must be maintained.
- **Legal Compliance** – Preventing drug- or alcohol-related incidents protects both the facility and participants.

---

#### 5. Consequences of Non-Compliance

- **If a referee or Bremerton Sports Center staff member determines that a player is unfit to play, they will be required to leave the field and move to the spectator area.**
- **If the individual refuses to comply, they will be asked to leave the facility.**
- **If the situation escalates, the Operations Manager will intervene and may notify authorities if necessary.**

---

#### 6. Exceptions and Accommodations

- If an individual **appears impaired but may have a medical condition**, a **trained Bremerton Sports Center staff member or on-site medical personnel** will conduct an assessment before any further action is taken.
- **Spectators, off-duty staff, and individuals in post-game social settings may be present after consuming alcohol**, as long as their behavior is **not excessively disruptive** or in violation of other facility rules.

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#### 7. Rule Review and Enforcement

This rule will be periodically reviewed for effectiveness. Facility management has the right to remove individuals violating this rule. See [Facility Operations & Special Policies](#) for enforcement procedures.

For any questions regarding this house rule, individuals should contact facility management.

**Effective Date:** April 15, 2025

**Approved by:** Chase LeFors | Operations Manager

## Intimidation Rule (Shot with Force)

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### 1. Purpose

The purpose of this house rule is to **minimize unnecessary player injuries caused by forceful shots**, particularly in lower-division leagues where player safety is a heightened concern. This rule establishes a clear process for referees to determine when a shot is excessive and applies appropriate penalties to discourage reckless play.

---

### 2. Scope

This rule applies to the following leagues at **Bremerton Sports Center**:

- **Women's C Division**
  - **Coed C and D Divisions**
  - **Any other leagues deemed appropriate by Bremerton Sports Center**
  - **Applies only in the attacking third of the field when a shot on goal occurs**
- 

### 3. Intimidation Rule Guidelines

#### Step 1: Was the ball SHOT with force?

- **Definition of "Shot with Force":**
  - A ball is considered to have been "**shot with force**" if:
    - The player **deliberately strikes the ball toward goal** with a level of power that could **reasonably cause harm** to another player.
    - The shot is taken **from close range** (inside the attacking third).
    - The player had **alternative options** but chose to take the shot despite a defender being in the line of fire.
- **Exceptions (Not Considered "Shot with Force"):**
  - A **deflected ball** that unintentionally hits another player.
  - A **lightly hit or misdirected ball** that is not struck with intentional power.
  - Any **goalkeeper distribution** (throws, punts, or goal kicks).



## Step 2: Did the ball strike another player in the head?

- **Yes?** → A foul is called on the shooter and a **Blue Card (2-minute penalty)** is issued.
- **No?** → Proceed to Step 3.

## Step 3: Did the ball strike another player above the waist but not in the head?

- **Yes?** → A **free kick** is awarded to the team of the player who was struck.
  - The shooter receives a **verbal warning** that another offense by them in the same game will result in a **Blue Card (2-minute penalty)**.
- **No?** → **Play continues.**

Reckless play may result in disciplinary action. See [Fouls & Disciplinary System](#) for enforcement details.

---

## 4. Exceptions & Special Considerations

### *A. Defending Players Moving Into the Path of a Shot*

- **If a defending player moves into the path of a shot that was already struck, the shooter will not be penalized, and play will continue.**
  - **Key Factors for Determining Intentional Movement:**
    - The shot was already in motion before the defender entered the path.
    - The defender had time to react and **chose to place themselves in the line of fire.**
    - The defending player was not in a **stationary defensive position** before the shot was taken.
  - **Accidental deflections** that result in head or upper-body contact are **not penalized.**
  - This rule **does not apply to goalkeeper distributions** (throws, punts, or goal kicks).
- 

## 5. Rationale

- **Player Safety** – Reduces unnecessary injuries from reckless shots.
  - **Competitive Fairness** – Encourages controlled play and discourages intentional intimidation tactics.
  - **Referee Discretion** – Provides a structured decision-making process for fair enforcement.
-



## 6. Consequences of Non-Compliance

- **First offense (above waist but not head)** → Warning + free kick for the opposing team.
  - **Second offense by the same player in the same game** → **Blue Card (2-minute penalty)**.
  - **Any shot that strikes a player in the head** → **Immediate Blue Card (2-minute penalty) and foul called.**
- 

## 7. Rule Review and Enforcement

This rule will be periodically reviewed for effectiveness. Referees and facility management are responsible for enforcement and ensuring player safety.

For any questions regarding this house rule, individuals should contact facility management.

**Effective Date:** April 15, 2025

**Approved by:** Chase LeFors | Operations Manager

## Appeals Policy

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### 1. Purpose

The purpose of this policy is to establish a **clear and structured process** for players, teams, and coaches to appeal disciplinary actions in a **fair and professional manner**. This ensures transparency in the appeals process and provides individuals an opportunity to seek review of penalties imposed by facility management.

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### 2. Scope

This policy applies to all **players, coaches, referees, and team personnel** participating in leagues, tournaments, and sanctioned events at Bremerton Sports Center.

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### 3. What Can Be Appealed?

Appeals may only be filed for the following types of disciplinary actions:

- **Suspensions (Single or Multi-Game)** – Players or coaches who have received a suspension for misconduct.
- **Season Bans or Expulsions** – Permanent removal from a league or tournament.
- **Disciplinary Actions for Conduct Violations** – Includes red card offenses, spectator removals, or other infractions issued by the facility.

*Appeals will NOT be accepted for:*

- **Judgment calls made by referees** (e.g., fouls, offside decisions, penalty calls).
  - **Decisions regarding facility rules unrelated to discipline.**
  - **Incidents where the punishment is a standard in-game consequence (e.g., yellow or red cards that do not result in additional suspension).**
- 

### 4. How to File an Appeal

To officially appeal a disciplinary action, the following steps must be followed:

1. *Submit a Formal Appeal* – The individual or team representative must submit an appeal in writing to the **Operations Manager** within **48 hours** of the disciplinary action being issued.





2. *Provide Justification* – The appeal must include:
    - Player or coach name, team name, and date of the incident.
    - A detailed explanation of why the disciplinary action should be reconsidered.
    - Any supporting evidence (e.g., video footage, witness statements, referee reports).
  3. *Review Process* – The appeal will be reviewed by the **Bremerton Sports Center Disciplinary Committee**, which may consult referees, facility staff, and other involved parties.
  4. *Final Decision Notification* – A ruling will be made within **5 business days**, and the decision will be **final**.
- 

## 5. Enforcement & Finality of Decisions

- **All appeal decisions by the Disciplinary Committee are final** and cannot be further contested.
- If an appeal is granted, the original disciplinary action may be **modified, reduced, or overturned**.
- If an appeal is denied, the original disciplinary action **remains in place and must be served**.
- Any player, coach, or team engaging in **excessive disputes, harassment of officials, or unsportsmanlike conduct** related to an appeal may face additional penalties.

For appeals related to player suspensions, see [Suspensions & Ejections](#) for enforcement procedures.

For any questions regarding this policy, please contact Bremerton Sports Center management.

**Effective Date:** April 15, 2025

**Approved By:** Chase LeFors | Operations Manager

## Dispute Escalation Policy

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### 1. Purpose

The purpose of this policy is to provide a clear, respectful process for resolving disputes, concerns, or misunderstandings that arise during participation in programs at Bremerton Sports Center. This encourages open communication, ensures consistency in conflict resolution, and supports the professional handling of sensitive situations.

---

### 2. Scope

This policy applies to all players, parents, coaches, referees, and spectators who wish to dispute or question decisions, actions, or policies during:

- League games
  - Drop-in sessions
  - Tournaments or events
  - Facility-related interactions with staff or officials
- 

### 3. Escalation Process

#### *Step 1: In-the-Moment Resolution (Game or Event Setting)*

- Participants are encouraged to **remain respectful and composed** if they disagree with a call, ruling, or staff decision.
- In most cases, concerns should not be raised during live play.
- Minor questions may be addressed during **halftime or after the game**, if approached calmly and with respect.
- Referees and staff are instructed **not to debate** during live games and may defer discussions to later.

#### *Step 2: Report to Lead Staff or Shift Supervisor*

- If the issue cannot be resolved on the field or floor, participants should request to speak with the **on-duty Lead Staff Member** or **Shift Supervisor**.



- Reports must include specific details: date, time, teams involved, description of the incident, and desired resolution.
- The supervisor will **listen, document the concern**, and may investigate further based on the situation.

#### *Step 3: Submit a Formal Complaint (if necessary)*

- For unresolved issues, individuals may submit a **Formal Complaint** in writing to the **Operations Manager** at:  
[Feedback@BremertonSports.com](mailto:Feedback@BremertonSports.com)
  - Complaints must include:
    - Name and contact information
    - Clear description of the issue
    - Any evidence (e.g., photos, screenshots, witness statements)
  - Complaints will be acknowledged within **3 business days**, and a decision or update will be provided within **7 business days** where possible.
- 

## 4. Rationale

- **Transparency:** Encourages fair treatment and open dialogue.
  - **Structure:** Helps prevent emotional disputes from escalating unnecessarily.
  - **Consistency:** Establishes a standard approach for reviewing concerns across all leagues and programs.
- 

## 5. Consequences for Disruptive Disputes

- Raising disputes in an aggressive, disrespectful, or threatening manner may result in:
  - **Immediate removal from the facility**
  - **Warnings, time penalties, or suspensions**
  - **Permanent ban** for repeated or escalated misconduct
- Disputes that are falsified or intentionally misleading may lead to **disciplinary action against the complainant**.

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## 6. Relationship to Appeals Policy

This policy provides a path for resolution **prior to engaging the formal Appeals Policy**, which is reserved for official rulings (e.g., red cards, suspensions).

Most issues can and should be addressed through this escalation process before a formal appeal is filed.

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## 7. Rule Review and Enforcement

This policy will be reviewed annually. Enforcement and resolution authority rests with the Operations Manager and designated senior staff.

**Effective Date:** April 15, 2025

**Approved by:** Chase LeFors | Operations Manager

## No Spitting or Similar Actions on the Fields

---

### 1. Purpose

The purpose of this house rule is to **maintain hygiene and cleanliness** while **preventing health risks** associated with bodily fluids on the playing surface. This rule ensures a safer, more sanitary environment for all individuals in the facility.

---

### 2. Scope

This rule applies to **all individuals** within the facility, including:

- Players
  - Coaches
  - Referees
  - Trainers
  - Spectators
  - Event participants
- 

### 3. House Rule Guidelines

- **Spitting, snot rockets, or similar actions** are strictly prohibited anywhere on the fields or within the facility.
  - Individuals must use the **provided trash cans in the bench areas** if necessary.
  - Failure to follow this rule will result in **immediate removal** from the facility.
- 

### 4. Rationale

- **Hygiene & Cleanliness** – Spitting and other similar actions create unsanitary conditions on the playing surface.
  - **Health & Safety** – Bodily fluids can carry bacteria and viruses, posing potential health risks to other facility users.
  - **Respect for Others** – This rule promotes a professional and respectful environment for all participants.
-

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## 5. Consequences of Non-Compliance

- **Immediate removal** from the facility upon violation.
- **Automatic one-month suspension** from participation in any facility activities.
- Further violations may result in **extended suspensions or permanent bans**.

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## 6. Exceptions and Accommodations

- **No exceptions.** All individuals must adhere to this rule at all times.
- **Trash cans are provided** in designated bench areas for necessary disposal.

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## 7. Rule Review and Enforcement

This rule will be periodically reviewed for effectiveness. Facility management and staff are responsible for enforcement and handling violations accordingly.

For any questions regarding this house rule, individuals should contact facility management.

**Effective Date:** April 15, 2025

**Approved by:** Chase LeFors | Operations Manager

# Reference Sections

(For Referees & Disciplinary Committees)

## Blue Card Offenses Reference Section

---

### Blue Card Offenses (2-Minute Penalty or Warning)

A blue card results in a temporary **2-minute removal** from play. Players serving a blue card penalty must remain off the field for the full duration, and their team will play shorthanded during this period. See [Card System & Time Penalties](#) for full details on disciplinary procedures. Below are the primary blue card offenses with clarified descriptions:

#### *Boarding (B)*

- **Definition:** Any physical contact occurring within the **two-foot buffer zone** between the designated field line and the facility wall is considered **automatic Boarding** and results in a **Blue Card**.
- **Escalation:** While all Boarding infractions result in a **Blue Card**, referees may upgrade to a **Red Card** if:
  - The contact is **intentional, retaliatory, or excessive**.
  - The offending player **forcefully checks or shoves** an opponent into the wall with the intent to cause harm.
  - The player has committed **repeated Boarding infractions** within the same game.
- **Momentum & Defensive Positioning:** If contact begins outside the **two-foot zone** but results in an opponent making contact with the wall, it may still be called **Boarding**, depending on the severity and intent.
- **Incidental Contact:** If a player **trips or falls into an opponent**, referees should treat it as **incidental contact** rather than Boarding.
- **Referee Discretion:** While all **contact in the two-foot zone is a Blue Card offense**, referees should consider the nature of the contact when determining whether an **upgraded card** is necessary.

#### *Denying a Goal-Scoring Opportunity (Non-Violent) (GSO)*

- **Definition:** Any deliberate foul or action that prevents an opponent from having a clear goal-scoring opportunity, including **tactical fouls, obstruction, or intentional handball**.
- **Criteria:**
  - This rule applies **anywhere on the field**, not just in the penalty area.



- The attacking player must have had **clear control of the ball** or be in a position where control was **reasonably expected**.
- **Non-violent obstruction** (e.g., stepping in front of an attacker to block their run) qualifies as GSO.
- **Goalkeeper Consideration:**
  - If a **goalkeeper leaves their penalty area and commits a GSO**, they are treated as **a field player** and receive an **automatic Blue Card**.
- **Escalation to Red Card:**
  - A **player who commits multiple GSO infractions in a single game** may receive a **Red Card**.
  - A **deliberate handball inside the penalty area** that prevents a goal **may escalate to a Red Card** based on referee discretion.
- **Defensive Tactics & Referee Discretion:**
  - **Accidental vs. Tactical Fouls:** If a challenge is clearly accidental rather than a **deliberate tactical foul**, referees may **withhold a Blue Card**.
  - **Slight Physical Contact:** Minimal contact (e.g., minor shoulder-to-shoulder contact) does **not** qualify as GSO unless it is an **obvious foul that directly prevents a goal-scoring chance**.

#### *Goalkeeper Foul (KF)*

- **Definition:** A goalkeeper committing an illegal act **inside or outside** the penalty area that unfairly impacts the game.
- **Inside the Box Infractions:**
  - A goalkeeper may receive a **Blue Card inside the penalty area** if they commit a foul that **disrupts an attacking play** or **unfairly delays the game**.
- **Handling the Ball Outside the Box:**
  - A goalkeeper handling the ball outside the box is **not an automatic Blue Card**, but referees must **consider intent and advantage** when making a decision.
- **Goalkeeper Treated as Field Player Outside the Box:**



- As soon as a goalkeeper **steps outside the penalty area**, they are **considered a field player** and are subject to the **same rules and disciplinary actions as any other player**.
- **Referee Discretion & Escalation:**
  - A goalkeeper who **repeats the same foul multiple times in a match** may have their **Blue Card escalated to a Red Card**.
  - If a goalkeeper takes down an attacker in a **clear goal-scoring situation**, the referee may escalate the penalty.
- **Restarting Play:**
  - **All goalkeeper fouls result in a Direct Free Kick** as per indoor soccer rules.

#### *Coming off the Bench for an Altercation (CB)*

- **Definition:** Any player, coach, or team personnel who leaves the bench area to engage in an altercation.
- **Enforcement:**
  - **Automatic Blue Card** for any player leaving the bench during an altercation.
  - **Referee Discretion:** If a player or coach exits the bench but does **not engage in the altercation**, no penalty will be issued.
- **Escalation to Red Card:**
  - If a player or coach **physically engages in the altercation (pushing, shoving, fighting)**, the penalty is **upgraded to an immediate Red Card**.
  - Repeated offenses or **verbal aggression toward referees (belligerent, cursing, hostile behavior)** may also result in a **Red Card**.
- **Coaches & Staff:**
  - Coaches are **subject to the same rules** as players but will **not be penalized if they are actively de-escalating the situation**.
- **Serving the Penalty:**
  - The offending player serves the **full 2-minute penalty**.
  - Their team will play **shorthanded** until the penalty expires, or until the opposing team scores a goal (per indoor soccer rules).



### *Excessive Fouling (EF)*

- **Definition:** Committing multiple fouls in a short period, disrupting the flow of play and creating an unsafe game environment.
- **Enforcement:** If a player accumulates persistent infractions, referees will issue a blue card.

### *Last-Man Foul (LM)*

- **Definition:** A player, as the last defender, commits a tactical foul to prevent an opponent from a clear scoring chance without excessive force.
- **Enforcement:** Blue card issued unless the foul is violent or reckless, in which case a **red card** is given.

---

## Rule Review & Enforcement

This reference section is subject to periodic review. Referees and facility staff are responsible for enforcing the **Blue Card disciplinary system** consistently across all leagues and competitions.

For any questions, individuals should contact facility management.

**Effective Date:** April 15, 2025

**Approved By:** Chase LeFors | Operations Manager

## Red Card Offenses Reference Section

---

### Red Card Offenses (Ejection & Potential Suspension)

A red card results in the **immediate ejection** of the offending player from the game. The team must play **shorthanded for a set period** as determined by the referee. See [Suspensions & Ejections](#) for more details. Additionally, players receiving a red card may be subject to **suspension** based on the severity of the offense. Below are the primary red card offenses with clarified descriptions:

#### *Violent Conduct (VC)*

- **Definition:** Any act of **aggressive physical force or violent intent** toward another player, referee, coach, or spectator.
- **Examples:** Punching, kicking, elbowing, headbutting, or other excessive physical aggression.
- **Enforcement:** Immediate red card and **minimum one-game suspension** (subject to review).

#### *Serious Foul Play (SFP)*

- **Definition:** Any tackle or challenge that **endangers the safety of an opponent**, even if contact with the ball is made.
- **Examples:** Two-footed tackles, reckless lunges, excessive force in challenges.
- **Enforcement:** Immediate red card; additional suspension may apply.

#### *Fighting (F)*

- **Definition:** Any physical altercation between players, coaches, or spectators.
- **Examples:** Throwing punches, wrestling, aggressive shoving with intent to harm.
- **Enforcement:** Immediate red card and **minimum two-game suspension**.

#### *Spitting (SP)*

- **Definition:** Spitting **at or toward** another player, coach, referee, or spectator.
- **Enforcement:** Immediate red card and **minimum one-game suspension**.

#### *Offensive, Abusive, or Threatening Language (OTL)*

- **Definition:** Use of **excessive profanity, racist/hate speech, or verbal threats** directed at referees, players, coaches, or spectators.



- **Enforcement:** Immediate red card and **minimum one-game suspension** (longer bans may apply based on severity).

#### *Denying an Obvious Goal-Scoring Opportunity (DOGSO - Violent)*

- **Definition:** A **violent or reckless** foul that **prevents a clear goal-scoring chance**.
- **Examples:** Pulling an opponent down, last-man tackles using excessive force, violent handball preventing a goal.
- **Enforcement:** Immediate red card; suspension dependent on severity.

#### *Persistent Misconduct (PM)*

- **Definition:** Repeated infractions despite prior warnings or yellow card offenses.
- **Enforcement:** Immediate red card; suspension dependent on referee discretion.

#### *Referee Abuse (RA)*

- **Definition:** Excessive dissent, profanity, threats, or physical intimidation toward match officials.
- **Enforcement:** Immediate red card and **minimum two-game suspension**.

#### *Leaving the Bench to Engage in an Altercation (LBA)*

- **Definition:** Any player, coach, or team personnel who **leaves the bench to escalate an on-field conflict**.
- **Enforcement:** Immediate red card and **minimum one-game suspension**.

#### *Extreme Unsporting Behavior (EUB)*

- **Definition:** Any act of **severe misconduct** that violates the principles of fair play and sportsmanship.
- **Examples:** Purposefully injuring an opponent, blatant cheating, or repeated dangerous play.
- **Enforcement:** Immediate red card; suspension based on severity.

---

### **Additional Enforcement & Review**

- **All red card offenses are reviewed** by the Bremerton Sports Center Disciplinary Committee.
- Suspensions may be **extended based on severity** or **repeated offenses**.



- Players receiving **multiple red cards in a season** may face **long-term suspension or league expulsion**.

For any questions regarding enforcement, appeals, or discipline, please contact facility management.

**Effective Date:** April 15, 2025

**Approved By:** Chase LeFors | Operations Manager

## Fouls & Disciplinary System

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### 1. Purpose

The purpose of this house rule is to **ensure fair play, player safety, and consistency in officiating** by clearly defining **fouls, sliding rules, and the disciplinary card system**. This policy helps maintain a structured and competitive environment across all leagues.

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### 2. Scope

This rule applies to **all leagues and competitions** at **Bremerton Sports Center**, including:

- Adult leagues
  - Youth leagues
  - Coed leagues
  - Tournaments and small-sided games
- 

### 3. Fouls & Sliding Rules

- **Players may not go to the ground with any part of their body to play the ball.**
- **Sliding is strictly prohibited, including:**
  - **Slide tackles**
  - **Sliding kicks**
  - **Sliding blocks**
  - **Playing the ball while on the ground**
- **Definition of "On the Ground":**
  - A player is considered "on the ground" if **any body part other than their two feet** is touching the surface, such as a **knee, hand, or any other part of the body**.
  - This rule applies **regardless of ball position**—whether in play, near the player, or after a pass/shot.
  - **Any attempt to play the ball while on the ground is an automatic foul.**
- **Slide Tackling:**

- **Any slide tackle results in an automatic 2-minute penalty (Blue Card).**

---

## 4. Blue & Red Card Disciplinary System

### *A. Blue Card Offenses (2-Minute Penalty or Warning)*

A blue card results in a **temporary 2-minute removal from play**. Below are the primary blue card offenses:

<b>Code</b>	<b>Offense Description</b>	<b>What's Needed</b>
<b>B</b>	Boarding (excessive contact near walls)	Player name, incident time
<b>CB</b>	Coming off the bench for an altercation	Player name(s), incident time
<b>EF</b>	Excessive fouling	Player name
<b>EM</b>	Extra player on the field	Team name
<b>GSO</b>	Denying a goal-scoring opportunity (non-violent)	Player name
<b>I</b>	Intimidation to the head or excessive intimidation	Player name, incident time (if to the head)
<b>IH</b>	Intentional handball (interfering with play)	Player name
<b>KF</b>	Keeper foul	Player name
<b>LM</b>	Last-man foul (denying a clear breakaway)	Player name
<b>R</b>	Retaliation	Player name, incident time
<b>ST</b>	Slide tackling	Player name, incident time (if severe)
<b>TW</b>	Time-wasting	Player name
<b>UB</b>	Unsporting behavior	Player name, incident time, details of behavior

### *B. Straight Red Card Offenses (Ejection & Possible Suspension)*

A **straight red card** results in **immediate ejection from the game** and may lead to **further disciplinary actions**. Below are the primary red card offenses:



Offense	What's Needed
Three blue cards to the same player in a single game	Time of the incident
Two severe blue cards to the same player in a single game	Full details: lead-up, location, incident specifics
Swearing directly at the referee	Player name
Fighting	Team name of involved player(s)
Violence off the ball or outside of play	Names of all involved players
Use of slurs or discrimination	Player name

## 5. Rationale

- **Player Safety** – Prohibiting dangerous plays (e.g., slide tackles) minimizes injury risks.
- **Fair Play & Respect** – The disciplinary system promotes **sportsmanship and accountability**.
- **Consistent Officiating** – Standardized foul definitions help referees enforce rules fairly.

## 6. Consequences of Non-Compliance

- **Blue card penalties** require a **2-minute removal from play** before re-entry.
- **Red card penalties** result in **immediate ejection and possible further suspension**.
- **Repeated violations may lead to extended suspensions or bans** from facility participation.

Teams may appeal certain disciplinary decisions. See [Game Protest & Appeals Policy](#) for the appeals process.

## 7. Exceptions & Special Considerations

- **No exceptions.** All players must adhere to the sliding and disciplinary rules.



## 8. Rule Review and Enforcement

This rule will be periodically reviewed for effectiveness. Referees and facility staff are responsible for enforcement and maintaining accurate records of disciplinary actions.

For any questions regarding this house rule, individuals should contact facility management.

**Effective Date:** April 15, 2025

**Approved by:** Chase LeFors | Operations Manager

# Facility Safety & Maintenance Policies

(For All Users)

## Emergency Action Plan (EAP)

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### 1. Purpose

The purpose of this Emergency Action Plan (EAP) is to provide clear procedures for handling medical emergencies, fire evacuations, severe weather events, and security threats at Bremerton Sports Center. This plan ensures the safety of all players, staff, and visitors by outlining appropriate response actions and responsibilities.

---

### 2. Scope

This plan applies to all individuals within the facility, including:

- Players
- Coaches
- Spectators
- Referees
- Facility Staff
- Event Participants

All staff members must be familiar with this plan and be prepared to act in accordance with its guidelines.

---

### 3. Medical Emergencies

#### *Immediate Actions:*

- In the event of a severe medical emergency, **call 911 immediately.**
- After calling 911, **notify the Operations Manager of Bremerton Sports Center.**
- Staff should provide assistance **without moving the injured individual** unless they are in immediate danger.
- If CPR or an AED (Automated External Defibrillator) is required, staff should follow emergency response training procedures.



#### *AED Location:*

- An AED is available **inside the facility**. All staff should know its exact location and how to use it.

#### *Minor Injuries:*

- Minor injuries should be reported to facility staff, who can assist in providing basic first aid.
- All injuries, regardless of severity, must be **documented in an Incident Report**.

For procedures on handling injuries, see [Injury & Incident Response Policy](#).

---

## 4. Fire & Evacuation Procedures

#### *Immediate Actions:*

- If a fire is detected, **pull the nearest fire alarm** and **evacuate the facility immediately**.
- Call 911 and report the fire's location.
- **DO NOT use elevators (if applicable)**.

#### *Evacuation Routes:*

- All emergency exits are **clearly marked** throughout the facility.
- Follow posted evacuation maps and exit the building **calmly and quickly**.

#### *Designated Meeting Point:*

- Once outside, all individuals should **proceed to the Pendergast Park parking lot**, which serves as the designated emergency meeting area.
  - **Do not re-enter the facility until cleared by emergency personnel**.
- 

## 5. Severe Weather Procedures

#### *Shelter-in-Place Guidelines:*

- In the event of severe weather (e.g., tornado warning, extreme storm conditions), all individuals should **move to the lowest part of the facility**.
- The designated **shelter area** is **near the bathrooms behind Field 2**.
- Stay away from windows and exterior doors.

#### *Game & Rental Cancellations:*

- Games and rentals **will be canceled if Bremerton Sports Center Management determines conditions to be too dangerous** for customers.



- Updates regarding cancellations will be **communicated via email, facility announcements, and posted signage.**
- 

## 6. Security Threats & Lockdown Procedures

### *Handling Security Incidents:*

- Staff members should **remain calm and assess the situation.**
- If a person appears suspicious or is causing a disturbance, notify **the Operations Manager immediately.**
- If a threat is deemed severe, **call 911 immediately.**

### *Lockdown Procedures:*

- If a security threat occurs **inside or near the facility**, staff will initiate a **lockdown.**
- Individuals should move to a secure location and **lock all doors if possible.**
- Remain **silent and hidden** until authorities arrive and provide further instructions.
- **Do not leave** a secure area until given the all-clear by law enforcement.

### *Security Measures:*

- Bremerton Sports Center does **not** have security personnel but does have **surveillance cameras** in place.
  - Staff are trained to handle **security incidents calmly and professionally.**
- 

## 7. Responsibilities & Reporting

- **Operations Manager:** Coordinates emergency response and serves as the primary contact for emergency personnel.
- **Facility Staff:** Assists with evacuations, first aid, and ensuring all individuals follow emergency protocols.
- **Referees & Coaches:** Ensure players follow emergency procedures and assist where needed.

### *Incident Reports:*

- Any emergency event must be documented in an **Incident Report**, which will be reviewed by facility management for future safety improvements.
-



## 8. Plan Review & Updates

This Emergency Action Plan will be reviewed **annually** to ensure it remains effective and up to date.

For any questions regarding this plan, please contact facility management.

**Effective Date:** April 15, 2025

**Approved By:** Chase LeFors | Operations Manager



## Injury & Incident Response Policy

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### 1. Purpose

This policy establishes **clear procedures for responding to injuries and incidents** at Bremerton Sports Center. The goal is to ensure **prompt medical attention, accurate reporting, and proper follow-up** to maintain a safe environment for all players, spectators, and staff.

---

### 2. Scope

This policy applies to **all individuals using the facility**, including **players, coaches, referees, spectators, staff, and renters**. It covers **injuries, medical emergencies, and other safety-related incidents**.

---

### 3. Injury & Medical Emergency Procedures

#### *Immediate Response:*

- **Minor Injuries:** (e.g., cuts, bruises, sprains)
  - Affected individuals may seek **first aid assistance** at **Guest Services**.
  - Facility staff will provide basic first aid (bandages, ice packs, etc.).
- **Serious Injuries:** (e.g., head injuries, fractures, severe bleeding)
  - **DO NOT move the injured person unless necessary for safety.**
  - **Call 911 immediately** if the injury is life-threatening.
  - Notify the **Operations Manager** as soon as possible.
- **Concussions & Head Injuries:**
  - Any individual suspected of having a concussion **must be removed from play immediately**.
  - Return to play is only allowed with **written clearance from a medical professional**.

#### *Use of AED (Automated External Defibrillator):*

- An **AED is located at Guest Services** in case of cardiac emergencies.
- Only trained individuals should use the AED unless directed by 911 personnel.





- After AED use, staff must **report the incident immediately** to management.
- 

#### 4. Incident Reporting & Documentation

- **All injuries or safety incidents must be reported before the facility closes on the same day.**
  - Staff must complete an **Incident Report Form** with the following details:
    - Name and contact information of the injured party.
    - Date, time, and location of the incident.
    - Description of the injury and how it occurred.
    - Actions taken (first aid provided, emergency response, etc.).
    - Witness statements (if applicable).
  - **Incident reports must be submitted to the Operations Manager** for review and recordkeeping.
- 

#### 5. Follow-Up & Communication

- The Operations Manager will **review all reports** to determine if further action is needed.
  - If necessary, the facility may contact the injured party to **check on their condition**.
  - If the injury resulted from a **facility hazard**, management will assess **corrective measures** to prevent future incidents.
- 

#### 6. Spectator & Staff Incidents

- If a **spectator or staff member** is injured or involved in an incident, the same **reporting and response process** applies.
  - If a staff member is injured while on duty, they must also **notify the Operations Manager** for potential **workers' compensation procedures**.
- 

#### 7. Compliance & Enforcement

- Failure to report injuries or safety incidents may result in **disciplinary action**.
-



- Individuals who violate safety protocols (e.g., returning to play after a head injury without clearance) may be **restricted from facility use**.
- Any disputes regarding injury response must be directed to **facility management**.

For any questions regarding injury response or incident reporting, please contact **Bremerton Sports Center management**.

**Effective Date:** April 15, 2025

**Approved By:** Chase LeFors | Operations Manager



## Facility Maintenance & Cleanliness Policy

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### 1. Purpose

This policy establishes **expectations for staff, players, coaches, and spectators** to ensure Bremerton Sports Center remains **clean, safe, and well-maintained** at all times. A well-maintained facility enhances the playing experience and extends the longevity of our equipment and infrastructure.

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### 2. Scope

This policy applies to **all facility users, including staff, players, coaches, spectators, and renters**. Everyone is expected to take responsibility for keeping the facility in good condition.

---

### 3. General Cleanliness Expectations

- All individuals must **dispose of trash properly** using designated bins.
  - **Food and drinks** are not allowed on the playing fields, with the exception of water.
  - Spectators are expected to **clean up their seating area** after games and events.
  - Players must **remove all personal belongings** from the bench area after their games.
  - Restrooms should be used **properly and respectfully**—vandalism or misuse will not be tolerated.
  - Locker rooms should be kept **neat and free of excessive mess**.
- 

### 4. Responsibilities by Group

#### *Staff Responsibilities:*

- Perform **daily facility walkthroughs** to check for cleanliness and damages.
  - Empty trash bins regularly and ensure the facility remains free of clutter.
  - Ensure all playing surfaces, seating areas, restrooms, and locker rooms are **clean and stocked with necessary supplies**.
  - Report and document **any damage, spills, or maintenance issues** to management.
-



- Assist in enforcing cleanliness policies with players, spectators, and teams.

#### *Player & Team Responsibilities:*

- Players must **return all borrowed equipment** (e.g., balls, cones, training tools) to its proper place.
- Teams must **leave the bench area clean** after each game.
- Spitting, gum, or littering on the playing fields is strictly **prohibited**.

#### *Spectator Responsibilities:*

- Dispose of food, drink containers, and any personal trash in designated bins.
- Keep walkways and common areas clear of clutter.
- Parents should ensure **children do not leave messes** in seating and lobby areas.

#### *Rental Group Responsibilities:*

- Renters must **set up and clean up within their rental period**.
- Facility must be left in the **same condition** as it was provided.
- Any damages or excessive mess caused by renters may result in **additional fees**.

To maintain a clean environment, see [Proper Disposal of Trash](#) for proper waste management procedures.

---

## 5. Reporting Maintenance & Facility Issues

- Any **damaged equipment, spills, restroom issues, or safety hazards** should be reported to facility staff immediately.
- Players, coaches, and spectators may report concerns to **Guest Services or the Operations Manager**.
- Facility staff will assess and coordinate **necessary repairs, cleaning, or maintenance actions** as needed.

---

## 6. Enforcement & Consequences

- Repeated violations of cleanliness expectations may result in **warnings, fines, or loss of facility privileges**.
- Renters who leave excessive messes may be **charged additional cleaning fees**.



- Individuals engaging in **vandalism or intentional property damage** will be subject to **suspension, legal action, or permanent banning** from the facility.
- 

## 7. Policy Review & Compliance

This policy will be reviewed **annually** to ensure alignment with best practices for facility maintenance and cleanliness.

For any questions or concerns regarding this policy, please contact Bremerton Sports Center management.

**Effective Date:** April 15, 2025

**Approved By:** Chase LeFors | Operations Manager

## Proper Disposal of Trash

---

### 1. Purpose

The purpose of this house rule is to **maintain a clean, safe, and welcoming environment** for all individuals in the facility by ensuring proper disposal of trash. Keeping the facility clean enhances the experience for everyone and helps protect the longevity of the facility's equipment and playing surfaces.

---

### 2. Scope

This rule applies to **all individuals** within the facility, including:

- Players
  - Coaches
  - Spectators
  - Referees
  - Event participants
  - Facility staff
- 

### 3. House Rule Guidelines

- **All individuals are responsible for properly disposing of their trash** in designated waste and recycling bins.
  - **Leaving food wrappers, drink containers, and other waste** in player bench areas, spectator areas, or anywhere in the facility is prohibited.
  - **Team and event organizers must ensure their areas are cleaned** after games, practices, and events.
  - Facility staff will monitor common areas to ensure compliance and address any concerns.
- 

### 4. Rationale

- **Cleanliness & Hygiene** – A clean facility reduces the risk of pests, odors, and unsanitary conditions.



- **Respect for the Facility & Others** – Encourages all participants to take responsibility for maintaining a professional and enjoyable environment.
  - **Facility Longevity** – Reducing waste accumulation helps preserve the facility's equipment, flooring, and seating areas.
- 

## 5. Consequences of Non-Compliance

- Individuals failing to dispose of their trash properly may receive a **verbal reminder** from facility staff.
  - Continued disregard for this rule may result in **further disciplinary action**, including removal from the facility for repeat offenders.
- 

## 6. Exceptions and Accommodations

- **No exceptions.** All individuals are expected to participate in maintaining facility cleanliness.
- 

## 7. Rule Review and Enforcement

This rule will be periodically reviewed for effectiveness. Facility management and staff are responsible for enforcement and ensuring compliance.

For any questions regarding this house rule, individuals should contact facility management.

**Effective Date:** April 15, 2025

**Approved by:** Chase LeFors | Operations Manager

## No Food or Drinks Allowed on the Fields

---

### 1. Purpose

The purpose of this house rule is to **prevent spills, maintain cleanliness, and protect the playing surface** by restricting food and drink consumption on the fields. Ensuring a clean and well-maintained environment contributes to the safety and enjoyment of all participants.

---

### 2. Scope

This rule applies to **all individuals actively on the field**, including:

- Players
  - Coaches
  - Referees
  - Trainers
  - Event participants
  - Facility Staff
- 

### 3. House Rule Guidelines

- **Food and all beverages, except water, are strictly prohibited** on the field.
  - **Water bottles** are the **only** permitted beverage on the field.
  - **Sports drinks** are allowed **only in designated bench areas** and may not be brought onto the playing surface.
  - Individuals found with food or unauthorized drinks on the field will be required to **immediately remove** the item.
- 

### 4. Rationale

- **Surface Protection** – Spills can damage the playing surface and create unsafe playing conditions.
  - **Cleanliness** – Food and beverage waste can attract pests and create unnecessary maintenance issues.
-





- **Player Safety** – Wet or sticky surfaces from spills can lead to slipping hazards and injuries.
- 

## 5. Consequences of Non-Compliance

- Individuals found violating this rule will receive a **verbal warning** and must **immediately remove** the item.
  - **Failure to comply** or repeated violations may result in **removal from the facility**.
- 

## 6. Exceptions and Accommodations

- The **only exception** to this rule applies to **events that have been approved in advance by the Operations Manager**.
  - Medical accommodations (e.g., individuals with documented medical needs) will be evaluated on a case-by-case basis.
- 

## 7. Rule Review and Enforcement

This rule will be periodically reviewed to ensure effectiveness. Facility management and staff are responsible for enforcement and addressing any concerns.

For any questions regarding this house rule, individuals should contact facility management.

**Effective Date:** April 15, 2025

**Approved by:** Chase LeFors | Operations Manager

## No Chewing Gum or Candy on Fields

---

### 1. Purpose

The purpose of this house rule is to **maintain cleanliness, protect the playing surface, and prevent potential hazards** by prohibiting gum and candy on the fields. Proper enforcement of this rule ensures a safe and sanitary environment for all participants.

---

### 2. Scope

This rule applies to **all individuals** participating in activities on the field, including:

- Players
  - Coaches
  - Referees
  - Event participants
- 

### 3. House Rule Guidelines

- **Chewing gum and candy are strictly prohibited** on all playing fields.
  - Individuals must **dispose of gum and candy wrappers properly** before entering the field.
  - Any gum or candy found on the field must be immediately removed by the responsible individual or facility staff.
- 

### 4. Rationale

- **Cleanliness & Maintenance** – Gum and candy residue can damage the playing surface and create unnecessary cleaning challenges.
  - **Safety & Injury Prevention** – Gum or candy on the field can become a slipping hazard and pose a choking risk during physical activity.
  - **Facility Preservation** – Prevents sticky residue that can degrade turf and other facility surfaces over time.
-



## 5. Consequences of Non-Compliance

- Individuals violating this rule will receive a **verbal warning** and must **immediately discard gum or candy** before continuing participation.
  - Continued violations may result in **further disciplinary action, including removal from the facility** for repeat offenders.
- 

## 6. Exceptions and Accommodations

- **No exceptions.** This rule applies at all times for all individuals on the playing fields.
- 

## 7. Rule Review and Enforcement

This rule will be periodically reviewed for effectiveness. Facility management and staff are responsible for enforcement and ensuring compliance.

For any questions regarding this house rule, individuals should contact facility management.

**Effective Date:** April 15, 2025

**Approved by:** Chase LeFors | Operations Manager

## Outdoor Cleats Prohibited on Fields

---

### 1. Purpose

The purpose of this house rule is to **protect the playing surface** and **prevent injuries** by prohibiting the use of outdoor cleats on the fields. Proper footwear ensures a safer environment for all participants and helps maintain the integrity of the facility.

---

### 2. Scope

This rule applies to **all individuals participating** in activities within the facility, including but not limited to:

- League players
  - Private rental groups
  - Event participants
  - Coaches, referees, and trainers
- 

### 3. House Rule Guidelines

- **Outdoor cleats are strictly prohibited** on all fields within the facility.
  - The only permitted footwear includes **indoor turf shoes and tennis shoes**.
  - Individuals wearing outdoor cleats will be required to **immediately change shoes** before entering or continuing participation on the field.
- 

### 4. Rationale

- **Field Protection** – Outdoor cleats can damage the playing surface, leading to costly repairs and unsafe conditions.
  - **Injury Prevention** – Certain cleats increase the risk of slipping, tripping, or improper footing, which may cause injuries to players and others.
- 

### 5. Consequences of Non-Compliance

- Anyone found wearing outdoor cleats will be required to **immediately change shoes**.
-



- **Repeated violations or refusal to comply** will result in **removal from the facility**.
- 

## 6. Exceptions and Accommodations

- **No exceptions.** This rule is strictly enforced for all facility users, without exception.
- 

## 7. Rule Review and Enforcement

This rule will be periodically reviewed to ensure its continued effectiveness. Facility management and staff are responsible for enforcing compliance and addressing violations accordingly.

For any questions regarding this house rule, individuals should contact facility management.

**Effective Date:** April 15, 2025

**Approved by:** Chase LeFors | Operations Manager



## Balls Must Be Played on the Fields Only

---

### 1. Purpose

The purpose of this house rule is to **prevent accidents, protect facility property, and ensure a safe environment** for all individuals by restricting ball play to designated field areas.

---

### 2. Scope

This rule applies to **all individuals** within the facility, including:

- Players
  - Coaches
  - Spectators
  - Referees
  - Event participants
  - Facility staff
- 

### 3. House Rule Guidelines

- **All balls must be used exclusively on the designated playing fields.**
  - **Dribbling, passing, shooting, or any other form of ball play is prohibited** in hallways, spectator areas, lobbies, and other non-field locations.
  - Players must **carry or secure their ball** while off the field to prevent unintended play in restricted areas.
- 

### 4. Rationale

- **Safety & Injury Prevention** – Ball play outside the designated fields can lead to accidental injuries to spectators, staff, and other facility users.
  - **Facility Protection** – Prevents damage to walls, windows, lighting, and other facility equipment.
  - **Organized Environment** – Helps maintain a controlled and professional setting for all activities.
-

---

## 5. Consequences of Non-Compliance

- Individuals violating this rule will receive a **verbal warning** and be asked to **immediately stop playing outside the field**.
- Continued violations may result in **further disciplinary action, including removal from the facility**.

---

## 6. Exceptions and Accommodations

- **No exceptions.** This rule applies at all times to all individuals inside the facility.

---

## 7. Rule Review and Enforcement

This rule will be periodically reviewed for effectiveness. Facility management and staff are responsible for enforcement and ensuring compliance.

For any questions regarding this house rule, individuals should contact facility management.

**Effective Date:** April 15, 2025

**Approved by:** Chase LeFors | Operations Manager

# Facility Operations & Special Policies

(For Staff & Admin Use)



## Player Bench Area Access

---

### 1. Purpose

The purpose of this house rule is to ensure **safety, organization, and minimal distractions** during games and events by restricting access to the player bench area. This rule helps maintain an orderly environment and allows players and coaches to focus on their game without unnecessary interruptions.

---

### 2. Scope

This rule applies to all **leagues and events** hosted by **Bremerton Sports Center**, including:

- Tournaments
  - Small-sided games
  - Official facility-hosted competitions
- 

### 3. House Rule Guidelines

- **Only players and coaches** are allowed in the designated player bench area.
- The following individuals are **also permitted when necessary**:
  - **On-duty Bremerton Sports Center staff**, including referees, guest services, café workers, and trainers.
  - **Medical personnel** assisting an injured player.
- **Suspended individuals are not allowed in the bench area** until their suspension period is over.
- **Parents and spectators are strictly prohibited** from entering the bench area. The only exception is if a child is injured, in which case a parent may briefly check on them before returning to the spectator area.

Ejected players must leave the bench area immediately. See [Suspensions & Ejections](#) for enforcement procedures.

---

#### 4. Rationale

- **Safety & Security** – Prevents overcrowding and ensures only authorized personnel are near the playing area.
  - **Minimizing Distractions** – Keeps players and coaches focused without unnecessary interruptions.
  - **Facility Organization** – Ensures clear separation between competitors and spectators.
- 

#### 5. Consequences of Non-Compliance

- Individuals violating this rule will be **asked to leave the bench area and move to the spectator section**.
  - **Failure to comply or causing a disruption** may result in **immediate removal from the facility** and potential **further disciplinary action**.
- 

#### 6. Exceptions and Accommodations

- **Parents are only allowed in the bench area if their child is injured** and requires assistance.
  - **Suspended individuals must serve their full suspension before returning to the bench area.**
- 

#### 7. Rule Review and Enforcement

This rule will be periodically reviewed for effectiveness. Facility management, referees, and staff are responsible for enforcement and ensuring compliance.

For any questions regarding this house rule, individuals should contact facility management.

**Effective Date:** April 15, 2025

**Approved by:** Chase LeFors | Operations Manager



## Waiver Requirement for Field Access

All members must sign a waiver before participating. See [Membership Agreement](#) for acknowledgment requirements.

---

### 1. Purpose

The purpose of this house rule is to ensure **legal liability protection and participant safety** by requiring all individuals to sign a waiver before entering the field or participating in any activities. This policy helps protect both the facility and participants by ensuring they understand the risks involved.

---

### 2. Scope

This rule applies to **all individuals** participating in activities on the field, including:

- Players
  - Coaches
  - Referees
  - Event participants
  - Trainers and staff involved in on-field activities
- 

### 3. House Rule Guidelines

- **All participants must have a signed waiver on file before entering the field or participating in any activities.**
  - **Minors (under 18) must have a waiver signed by a parent or legal guardian.**
  - Facility staff will verify that waivers are completed before granting field access.
  - Digital and/or paper waivers must be completed as required by facility management.
- 

### 4. Rationale

- **Legal Protection** – Ensures the facility is protected from liability in case of injuries or accidents.



- **Participant Safety** – Confirms that individuals acknowledge and accept the risks associated with field activities.
  - **Standardized Compliance** – Ensures all participants adhere to the same legal and safety requirements.
- 

## 5. Consequences of Non-Compliance

- **Failure to sign a waiver will result in immediate denial of field access.**
  - Participants who attempt to enter the field without a signed waiver will be **removed until compliance is met.**
  - Repeated refusal to comply may result in **further restrictions** from facility participation.
- 

## 6. Exceptions and Accommodations

- **No exceptions.** Every participant must complete a waiver before engaging in any field activities.
- 

## 7. Rule Review and Enforcement

This rule will be periodically reviewed for effectiveness. Facility management and staff are responsible for enforcement and ensuring compliance before granting field access.

For any questions regarding this house rule, individuals should contact facility management.

**Effective Date:** April 15, 2025

**Approved by:** Chase LeFors | Operations Manager



## Outside Food Policy

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### 1. Purpose

This policy establishes **guidelines and restrictions for outside food** at Bremerton Sports Center. The purpose is to ensure a **clean, safe, and controlled environment**, while supporting the operations of the **Crossbar Café**.

---

### 2. General Outside Food Restrictions

- **Outside food is not allowed inside the facility.**
  - **No food is permitted on the playing fields.**
  - Outside food brought into the facility will result in a **verbal reminder and request for removal**.
  - Exceptions to this policy must be **pre-approved by facility management**.
  - **No outside alcohol is allowed in the facility under any circumstances.**
- 

### 3. Exceptions to the Policy

The following **exceptions** to the outside food restriction are allowed:

- **Birthday Parties & Private Rentals** – Guests may bring in **pre-approved food items** for scheduled events.
  - **Team Snacks** – Small, healthy team snacks (e.g., orange slices, granola bars) are permitted **before or after games** but must not be consumed on the fields.
  - **Outside Catering** – Must be **coordinated with the Crossbar Café Coordinator** prior to the event.
- 

### 4. Enforcement & Compliance

- **Facility signage** will be posted at the entrance and inside the facility to remind visitors of this policy.
- Staff will provide **verbal reminders** to anyone bringing outside food into the facility.
- Individuals who **repeatedly violate this policy** may be subject to **further action**, including being asked to leave the premises.

For any questions or special requests regarding this policy, please contact **Bremerton Sports Center management** or the **Crossbar Café Coordinator**.



**Effective Date:** April 15, 2025

**Approved By:** Chase LeFors | Operations Manager



## Marketing & Sponsorship Policy

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### 1. Purpose

This policy establishes **guidelines for marketing, advertising, and sponsorship opportunities** at Bremerton Sports Center. It ensures that all promotional activities align with the facility's **mission, brand, and community values**, while providing businesses and organizations with structured opportunities to support and engage with our members.

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### 2. Scope

This policy applies to **businesses, organizations, teams, and individuals** seeking to advertise, sponsor, or promote services at Bremerton Sports Center. It also applies to **internal marketing efforts conducted by facility management**.

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### 3. Sponsorship Opportunities

Bremerton Sports Center offers **multiple sponsorship options**, including but not limited to:

- **Facility Signage & Banners** – Businesses can purchase advertising space within the facility.
- **Team & League Sponsorships** – Companies can sponsor teams or leagues in exchange for branding opportunities.
- **Event Sponsorships** – Businesses can sponsor tournaments, camps, or special events with logo placement and promotional benefits.
- **Digital Advertising** – Sponsors may be featured on the facility's website, social media, and email campaigns.
- **Jersey & Apparel Sponsorships** – Sponsors can have their logos placed on team uniforms, staff shirts, or promotional gear.

All sponsorships must be **approved by facility management** and align with community standards.

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### 4. Advertising & Promotions

- **Acceptable Advertising:**



- Advertising must be **family-friendly and appropriate for all ages**.
- Political, religious, or controversial advertisements are **not permitted**.
- Promotions must not conflict with **existing facility partnerships**.
- **Promotional Materials:**
  - Flyers, posters, or promotional materials must be **pre-approved** before being displayed or distributed.
  - Unauthorized distribution of materials is **strictly prohibited**.
- **Social Media & Digital Promotions:**
  - The facility may promote sponsors via **official social media accounts, website, and email newsletters**.
  - Businesses interested in collaborative marketing efforts must submit proposals to **facility management**.

All sponsorship-related promotions must follow online engagement rules. See [Digital & Social Media Policy](#) for details.

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## 5. Partnership Agreements & Fees

- Sponsorship agreements are **contract-based** and must be signed before activation.
  - Fees vary based on **placement, duration, and promotional exposure**.
  - Payment terms and renewal options will be outlined in each **sponsorship agreement**.
  - Facility management reserves the right to **adjust sponsorship pricing and availability** at any time.
- 

## 6. Revocation & Compliance

- The facility reserves the right to **deny or remove** any sponsorship or advertisement that does not align with its **values, policies, or community standards**.
- Sponsorships engaging in **false advertising, misconduct, or violating sponsorship agreements** may be revoked without refund.
- Any disputes regarding sponsorship agreements must be directed to **facility management**.





For inquiries about sponsorship opportunities, advertising, or marketing partnerships, please contact **Bremerton Sports Center management**.

**Effective Date:** April 15, 2025

**Approved By:** Chase LeFors | Operations Manager



## Digital & Social Media Policy

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### 1. Purpose

This policy establishes **guidelines for staff, coaches, players, and facility members** regarding the responsible use of **social media, online communication, and digital interactions** related to Bremerton Sports Center. The goal is to promote **respect, professionalism, and positive engagement** while protecting the reputation of the facility and its community.

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### 2. Scope

This policy applies to **all staff, coaches, referees, players, parents, and spectators** engaging in digital communication that involves Bremerton Sports Center, including:

- Social media platforms (Facebook, Instagram, Twitter, etc.)
  - The official **Bremerton Sports Center Bulletin Board Facebook Group**
  - Online messaging apps or team communication tools
  - Any digital interactions representing the facility
- 

### 3. Social Media Conduct

All individuals representing or engaging with Bremerton Sports Center online are expected to:

- **Maintain professionalism** in all posts, comments, and messages.
  - **Respect confidentiality**—do not share sensitive facility, player, or staff information.
  - **Avoid negativity**—refrain from posting or engaging in **disrespectful, abusive, or inflammatory content**.
  - **Represent the facility positively**—encourage sportsmanship, teamwork, and a supportive community.
  - **Do not engage in online disputes** regarding referees, facility policies, or league rulings—use official channels for concerns.
-



#### 4. Official Bremerton Sports Center Bulletin Board Facebook Group Guidelines

The [Bremerton Sports Center Bulletin Board Facebook Group](#) is a private space for members to connect, share information, and discuss facility events. To ensure a **positive and safe environment**, all participants must follow these guidelines:

- **Respectful Communication** – No **harassment, bullying, or personal attacks**.
  - **No False or Misleading Information** – Posts must be **accurate** and not spread misinformation.
  - **No Promotional or Commercial Posts** – Members may not use the group for **advertising unrelated services or products**.
  - **No Arguing About Officiating Decisions** – Disputes over **referee calls or game results** should be handled through proper facility channels, not in the Facebook Group.
  - **Facility Moderation** – The group is **monitored by facility management**, and any posts violating the rules will be **removed without warning**.
  - **Violations May Result in Removal** – Members who repeatedly violate these guidelines may be **banned from the group**.
- 

#### 5. Staff & Coach Guidelines for Social Media Use

All **staff, referees, and coaches** representing Bremerton Sports Center are expected to:

- **Use discretion** when posting about work-related matters.
  - **Refrain from private communication with minors** on personal social media accounts.
  - **Avoid engaging in public discussions** about facility policies, player discipline, or internal matters.
  - **Ensure all facility-affiliated social media posts align with professional standards**.
  - **Never post confidential information**, including schedules, rosters, or disputes, unless authorized.
- 

#### 6. Consequences for Violations

Any breaches of this policy may result in disciplinary actions, including:

- **Warnings or content removal** for minor infractions.



- **Temporary or permanent removal** from official facility digital platforms.
  - **Suspension or termination** for staff who violate privacy, professionalism, or conduct expectations.
- 

## 7. Reporting Issues & Concerns

Any concerns about **inappropriate social media use, violations, or harmful content** should be reported to the **Operations Manager** or facility management.

For questions about this policy or guidance on social media engagement, please contact Bremerton Sports Center management.

**Effective Date:** April 15, 2025

**Approved By:** Chase LeFors | Operations Manager



## Volunteer Policy

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### 1. Purpose

This policy outlines the **expectations, responsibilities, and procedures** for volunteers at Bremerton Sports Center. It ensures that volunteers contribute in a **safe, effective, and professional manner** while enhancing the experience of players, spectators, and the community.

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### 2. Scope

This policy applies to **all individuals volunteering in any capacity**, including event assistance, coaching support, administrative help, and facility maintenance.

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### 3. Volunteer Eligibility & Requirements

- Volunteers must be at least **18** years old.
  - All volunteers working with youth players must undergo a **background check**.
  - Volunteers must complete an **orientation session** before their first assignment.
  - Volunteers must sign a **Code of Conduct Agreement** and acknowledge the **facility's rules and policies**.
- 

### 4. Volunteer Roles & Responsibilities

Volunteers may assist with:

- **Game Day & Event Support** – Helping with check-ins, scorekeeping, and setup.
- **Youth Coaching & Mentorship** – Assisting coaches with practices and games.
- **Facility Upkeep & Maintenance** – Assisting with cleanliness and minor tasks.
- **Administrative Assistance** – Helping with registrations and customer service.

Volunteers are expected to:

- **Be punctual and reliable** for scheduled shifts.
- **Follow all facility rules and safety procedures**.



- **Maintain professionalism and a positive attitude.**
  - **Report any incidents or concerns** to facility staff immediately.
- 

## 5. Supervision & Conduct Expectations

- Volunteers must always work under the **supervision of facility staff**.
  - Direct one-on-one interaction with minors is **not permitted** unless in a **supervised setting**.
  - Volunteers must **refrain from using personal cell phones** during their shift unless necessary for their role.
  - Any inappropriate behavior, misconduct, or failure to follow policies may result in **immediate dismissal**.
- 

## 6. Volunteer Recognition & Benefits

Bremerton Sports Center values the contributions of its volunteers and may offer:

- **Volunteer appreciation events** or awards.
  - **Discounted facility access or membership perks** (if applicable).
  - **Letters of recommendation or service hour verification** upon request.
- 

## 7. Termination & Resignation

- Volunteers may resign at any time but are encouraged to provide **at least [Insert Notice Period]** notice.
  - Bremerton Sports Center reserves the right to **dismiss any volunteer** who fails to meet expectations or engages in misconduct.
  - Dismissal decisions are **final and not subject to appeal**.
- 

## 8. Compliance & Contact Information

- Volunteers are required to adhere to **all facility policies and safety regulations**.
-



- Any issues or concerns regarding volunteering should be reported to the **Operations Manager**.

For more information or to apply as a volunteer, please contact **Bremerton Sports Center management**.

**Effective Date:** April 15, 2025

**Approved By:** Chase LeFors | Operations Manager



## Lost & Found Policy

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### 1. Purpose

The purpose of this policy is to establish clear guidelines for handling lost and found items at Bremerton Sports Center. This ensures that all misplaced items are managed responsibly while limiting liability for unclaimed possessions.

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### 2. Scope

This policy applies to all visitors, players, coaches, referees, and staff at Bremerton Sports Center.

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### 3. Lost Item Storage & Retention

- Found items will be placed in a **designated Lost & Found tub near the Guest Services Desk**.
  - Items will be kept for a period of **1 to 2 weeks** before being **donated**.
  - High-value items (e.g., wallets, phones, jewelry) will be stored separately and retained for at least **30 days** before being **disposed of, turned over to authorities, or donated**.
- 

### 4. Claiming Lost Items

- To claim a lost item, individuals must provide either **a valid ID or a detailed description of the item**.
  - A third party may retrieve an item on behalf of the owner but must meet the same verification requirements.
  - If an item is not claimed within the designated retention period, it will be subject to donation or disposal.
- 

### 5. Facility Liability Disclaimer

- **Bremerton Sports Center is not responsible for lost, stolen, or unclaimed items.**
  - The facility does not provide compensation or replacements for any lost or misplaced property.
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## 6. Policy Review & Enforcement

- This policy will be reviewed **annually** to ensure its continued effectiveness.
- Facility management and staff are responsible for implementing and enforcing Lost & Found procedures.

For any questions regarding this policy, please contact Guest Services or facility management.

**Effective Date:** April 15, 2025

**Approved By:** Chase LeFors | Operations Manager

## Portable Speakers and Microphone Use

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### 1. Purpose

The purpose of this house rule is to maintain a professional, safe, and enjoyable environment for all individuals within the facility by restricting the use of portable speakers and microphone systems. This rule ensures that facility management retains control over the audio environment, prevents disruptions, and maintains a positive experience for all patrons.

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### 2. Scope

This rule applies to all persons within the facility, including employees, contractors, patrons, visitors, and any other individuals present in any part of the premises.

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### 3. House Rule Guidelines

- The use of **personal portable speakers, microphone systems, or similar audio devices** is prohibited anywhere within the facility.
  - Music, announcements, or commentary must not be amplified through personal audio devices.
  - Groups requiring announcements should make them **without** amplification. If assistance is needed, facility staff can be consulted for alternative solutions.
  - Any use of personal audio devices should not interfere with facility operations, including pre-set music and official announcements.
- 

### 4. Rationale

- **Content Control** – The facility cannot monitor or regulate content played through personal audio devices, which may lead to inappropriate or offensive material being broadcast.
  - **Interference with Facility Audio** – The use of personal audio devices may conflict with the background music and announcements provided by the facility for all patrons.
  - **Preventing Future Issues** – To maintain fairness and prevent disruptions, this policy ensures consistency and avoids situations where multiple groups attempt to use personal speakers simultaneously.
-

## 5. Consequences of Non-Compliance

- Violations of this house rule will result in appropriate actions, including but not limited to verbal warnings, written notices, or removal from the premises, depending on the severity and frequency of the offense.
  - Repeated violations may lead to further restrictions or denial of access to the facility if non-compliance continues to disrupt the environment.
- 

## 6. Exceptions and Accommodations

- Requests for special accommodations regarding audio needs must be submitted in writing to facility management and will be evaluated on a case-by-case basis.
  - Official facility-approved announcements or sound systems remain permissible as determined by management.
- 

## 7. Rule Review and Enforcement

This rule will be periodically reviewed to ensure its relevance and effectiveness. Facility management, and staff are responsible for enforcing this rule and addressing any concerns or violations in a timely manner.

For any questions regarding this house rule, individuals should contact facility management.

**Effective Date:** April 15, 2025

**Approved by:** Chase LeFors | Operations

## Mandatory Coach Presence for Youth Teams

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### 1. Purpose

The purpose of this house rule is to ensure **proper supervision, safety, and guidance** for youth players during games. A coach's presence promotes a **structured, supportive, and controlled environment** for young athletes.

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### 2. Scope

This rule applies to all **youth teams** participating in **leagues and events** hosted by **Bremerton Sports Center**, including:

- Tournaments
  - Small-sided games
  - Official facility-hosted youth competitions
- 

### 3. House Rule Guidelines

- **Every youth team must have a coach present in the player bench area during games.**
  - The coach must be **actively engaged** in supervising and guiding the team.
  - If a coach is ejected or unavailable, a **designated adult representative** must take their place before the game can continue.
- 

### 4. Rationale

- **Player Safety & Well-being** – Ensures that youth players have adult supervision to handle any issues that arise.
  - **Game Management** – A coach's presence helps facilitate smoother gameplay, communication with referees, and overall team organization.
  - **Positive Environment** – Coaches help instill sportsmanship, discipline, and structure for young athletes.
-



## 5. Consequences of Non-Compliance

- **If a youth team does not have a coach present, the game will not proceed until one is available.**
  - If a coach is ejected and no replacement is available, the team may be **forced to forfeit the match.**
  - Repeated violations may result in **further disciplinary action or restrictions** for the team.
- 

## 6. Exceptions and Accommodations

- **No exceptions.** All youth teams must have an adult coach present at all times.
- 

## 7. Rule Review and Enforcement

This rule will be periodically reviewed for effectiveness. Facility management, referees, and staff are responsible for enforcement and ensuring compliance.

For any questions regarding this house rule, individuals should contact facility management.

**Effective Date:** April 15, 2025

**Approved by:** Chase LeFors | Operations Manager



## Relegation System for League Placement

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### 1. Purpose

The relegation system is designed to ensure **competitive balance and fairness** across all leagues at **Bremerton Sports Center**. By adjusting team placements based on performance, this system minimizes lopsided matches and promotes an engaging experience for all participants.

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### 2. Scope

This system applies to **all leagues at Bremerton Sports Center**, including:

- Adult leagues
  - Youth leagues
  - Competitive and recreational divisions
- 

### 3. Relegation & Promotion Guidelines

- At the **end of each season**, teams that finish **at or near the top** of their league standings **will be promoted** to the next higher league for the following season.
  - Teams that finish **at the bottom** of their league standings **will be relegated** to the next lower league.
  - The **number of teams promoted or relegated may vary** based on league size and facility needs, but typically, **two teams are moved per league per season**.
  - **Tiebreaker:** In the event of a tie in the standings, **goal differential** will be used to determine placement.
  - **Promotion is mandatory** – If a team qualifies for promotion, **they must move up to the higher league** and **cannot opt to remain in their current league**.
- 

### 4. Rationale

- **Competitive Balance** – Helps create evenly matched leagues, reducing one-sided games.
  - **Fairness** – Rewards top-performing teams with promotion and provides lower-performing teams with a more suitable level of competition.
-



- **League Sustainability** – Ensures long-term league health by adjusting team placements based on performance.

Teams that repeatedly forfeit games may face league placement adjustments. See [Forfeiting & Rescheduling Games](#) for forfeiture rules.

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## 5. Exceptions & Special Considerations

- **Relegation Opt-Out:** If a team is **slated for relegation but wishes to remain in their current league**, they may request an exception, subject to facility approval.
  - **Disbanded Teams:** If a team disbands before the next season, their spot will be adjusted accordingly.
  - **League Restructuring:** If a league undergoes **major restructuring or changes in format**, promotion/relegation numbers may be adjusted to fit the new structure.
- 

## 6. Rule Review and Enforcement

This system will be periodically reviewed to ensure effectiveness and fairness. Bremerton Sports Center management will oversee the application of relegation and handle any special circumstances.

For any questions regarding this house rule, individuals should contact facility management.

**Effective Date:** April 15, 2025

**Approved by:** Chase LeFors | Operations Manager

## Suspensions & Ejections

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### 1. Purpose

The purpose of this house rule is to **enforce discipline, maintain sportsmanship, and ensure player safety** by establishing clear guidelines for suspensions and ejections. This rule provides a structured response to misconduct while maintaining fairness in disciplinary actions.

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### 2. Scope

This rule applies to **all leagues, tournaments, and events** at **Bremerton Sports Center**, including:

- Adult leagues
  - Coed leagues
  - Youth leagues
  - Tournaments and small-sided games
- 

### 3. Red Card Ejections & Immediate Actions

- **Any player receiving a Red Card is required to leave the facility immediately.**
  - **Play does not restart until the ejected player has left the field and player benches.**
  - If the ejected player **fails to leave in a timely manner**, their team may be issued a **Blue Card penalty for time-wasting**, resulting in:
    - The team playing **one additional player down** until the penalty time expires or the opposing team scores.
- 

### 4. Suspension Guidelines

#### *A. Mandatory Minimum Suspensions*

- **All Red Cards result in a mandatory minimum 2-week suspension** from all league play at Bremerton Sports Center.
  - **Fighting or attempting to instigate a fight** carries a **minimum 4-month suspension**, with possible additional penalties depending on the severity of the situation.
-





### *B. Disciplinary Review Process*

- **All Red Card offenses are reviewed by the Disciplinary Committee** within **5-12 days** of the incident.
  - Additional **finances and/or extended suspensions** may be applied after review.
- 

## 5. Rationale

- **Ensures Player Safety** – Eliminates violent or disruptive behavior.
  - **Encourages Fair Play** – Reinforces sportsmanship and accountability.
  - **Prevents Game Disruptions** – Provides structured consequences for misconduct.
- 

## 6. Consequences of Non-Compliance

- **Failure to leave the facility after receiving a Red Card** → Team issued an **additional Blue Card for time-wasting**.
  - **Players returning to play while suspended** → Possible **extended suspension or permanent ban**.
  - **Fighting or instigating a fight** → **Minimum 4-month suspension**, with additional penalties at the Disciplinary Committee's discretion.
- 

## 7. Exceptions & Special Considerations

- **No exceptions.** All players must adhere to these suspension and ejection rules.
- 

## 8. Rule Review and Enforcement

This rule will be periodically reviewed for effectiveness. The **Disciplinary Committee** is responsible for reviewing incidents and enforcing disciplinary actions.

For any questions regarding this house rule, individuals should contact the **Disciplinary Committee**.

**Effective Date:** April 15, 2025

**Approved by:** Chase LeFors | Operations Manager



## Youth Supervision & Check-In/Check-Out Policy

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### 1. Purpose

The purpose of this policy is to ensure the safety, security, and proper supervision of all youth participants at Bremerton Sports Center. This policy establishes clear guidelines for check-in, check-out, and supervision to prevent any child from being left unattended while in the facility.

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### 2. Scope

This policy applies to all youth participants, parents/guardians, coaches, and facility staff at Bremerton Sports Center.

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### 3. Check-In Procedures

- **Parents/guardians are required to check in their child upon arrival.**
  - No youth participant is permitted to enter the facility alone.
  - Youth players must sign in with their **assigned coach** before beginning their scheduled activity.
  - Coaches and staff must verify attendance and ensure that each child is properly checked in before participation begins.
- 

### 4. Pick-Up & Authorized Individuals

- **Only parents, legal guardians, or authorized individuals** listed on the child's pre-approved pick-up list may pick them up.
  - Parents must provide a **pre-approved pick-up list** upon registration, which will be kept on file.
  - **ID verification is required** for anyone on the pick-up list whom staff do not recognize.
  - If an unauthorized individual attempts to pick up a child, staff must **deny the release and contact the parent/guardian immediately.**
-

## 5. Late Pick-Up Procedures

- A staff member will remain with the child for **15 minutes** after their scheduled pick-up time.
  - After 15 minutes, the child will be taken to **Guest Services**, and staff will begin calling the listed emergency contacts.
  - If no authorized contact can be reached, **facility management will determine whether to contact the appropriate authorities.**
- 

## 6. Unattended Minors Policy

- **No minors are permitted to remain in the facility without adult supervision.**
  - Youth participants must be checked in for a scheduled activity and under the supervision of a coach or staff member at all times.
  - The only exception is **if the minor is the child of a staff member who is actively working at the facility.**
- 

## 7. Responsibilities & Enforcement

- **Parents/Guardians:** Responsible for ensuring their child is properly checked in and picked up on time.
  - **Coaches & Facility Staff:** Responsible for verifying check-in, monitoring youth participants, and enforcing pick-up procedures.
  - **Facility Management:** Oversees enforcement of this policy and handles any escalation involving late pick-ups or unauthorized individuals.
- 

## 8. Exceptions & Special Considerations

- Special pick-up arrangements must be **pre-approved in writing** by facility management.
  - Emergency situations will be handled on a case-by-case basis at the discretion of the **Operations Manager.**
-



## 9. Review & Updates

This policy will be reviewed **annually** to ensure it aligns with best practices for youth supervision and safety.

For any questions regarding this policy, please contact facility management.

**Effective Date:** April 15, 2025

**Approved By:** Chase LeFors | Operations Manager

## Quick Reference Guide

Category	Search Term
Gameplay Rules	<i>Blue Cards</i>
	<i>Game Duration</i>
	<i>Goalkeeper Rules</i>
	<i>Mercy Rule</i>
	<i>Player Requirements</i>
	<i>Red Cards</i>
	<i>Restarts</i>
	<i>Substitutes / Guest Players</i>
	<i>Time Penalties</i>
Facility Rules	<i>Cleat Restrictions</i>
	<i>Field Access</i>
	<i>Food &amp; Drink</i>
	<i>Gum or Candy</i>
	<i>Hard Casts or Braces</i>
	<i>Lost &amp; Found</i>
	<i>Proper Footwear</i>
	<i>Spitting</i>
Behavior & Conduct	<i>Appeals Process</i>
	<i>Code of Conduct – Parents &amp; Spectators</i>
	<i>Code of Conduct – Staff &amp; Volunteers</i>
	<i>Disciplinary System</i>
	<i>Intimidation Rule</i>
	<i>Language</i>
	<i>Substance Use</i>
Membership & Admin	<i>Cancellations &amp; Refunds</i>
	<i>Check-In/Out Policy</i>
	<i>Inclement Weather</i>
	<i>Membership Types</i>
	<i>Rentals</i>