



**MANCHESTER BLUE SOX – MANCHESTER BASEBALL ASSOCIATION (MBA)  
OFFICIAL PLAYER CONTRACT for the 2018 SEASON**

P. O. Box 122

Manchester, MD 21102

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[manchesterbaseballassociation@gmail.com](mailto:manchesterbaseballassociation@gmail.com)

**MBA PARENT / PLAYER AGREEMENT**

**PLEASE READ THIS ENTIRE DOCUMENT CAREFULLY AND THOROUGHLY. A FAILURE TO READ OR IGNORANCE OF THE RULES AND PROCEDURES AS LISTED IN THIS DOCUMENT OR IN THE CURRENT MBA LEAGUE RULES WILL NOT BE A VALID EXCUSE FOR ANY VIOLATION!**

**When a Player chooses to participate with a Manchester Baseball Association (hereafter referred to as MBA) Team, the Player and their Parents (includes Legal Guardians) agree to the following:**

- 1. REGISTRATION FEES and FINANCES** – The MBA team for which your child signed a MBA Player Contract with will have a fee associated with the registration. In most cases, any fees paid to MBA are nonrefundable. If MBA did not issue a receipt as part of their normal course of business, it would be wise for the parent to demand a receipt for any monetary fees paid to MBA and request that it include a description of what the fee covers. For the receipt to be valid, it must be signed by a MBA Officer and written on team MBA stationary (if available) or the MBA Receipt Form. Doing this will eliminate any disputes that may arise. It is important to understand that failure to comply with this obligation will prevent the player from obtaining a release to play for another MBA or other team now or in the future.
- 2. TEAM EQUIPMENT** – MBA and the team may issue equipment that are expected to be returned at the end of the season or upon the player's departure from the team. This requirement should be clear so there are no questions on what equipment the player is obligated to return. The team may have rules regarding the care of their equipment, if so, the player and parents too MUST follow these because probable reason for the return is for the purpose of reuse the next season. Providing rules or instructions for care of equipment to the player and/or parent adherence is required. When returning equipment that is required to be returned you should receive a written receipt from the team as proof that the return was made and all items were in reusable condition. If the team does not issue receipts as part of their normal course of business, it would be wise for the parent to demand a receipt for the times returned to the team and request that each items be listed separately for verification purposes. For the receipt to be valid, it must be signed by the team manager and written on team stationary (if available) or the MBA Receipt Form. Doing this will eliminate any disputes that may arise. It is important to understand that failure to comply with this obligation will prevent the player from obtaining a release to play for another MBA or other team now or in the future. If you do not or cannot return the equipment, then you are obligated to pay the replacement value of these items.

3. **CONDUCT** – The player, parents and anyone that is directly associated with the player, at any game (exhibition, regular season or tournament), practice or any other team event, agree to the following section and to the Code of Conduct form in this Agreement:
- a. ALWAYS act in a sportsmanlike manner.
  - b. When cheering you MUST only make remarks that are positive to your team, the opposing team, an umpire, or any game official.
  - c. NEVER use language that is unsuitable in the presence of a minor child.
  - d. An umpire or game official MUST never be approached in a negative or aggressive manner, before, during or after any game.
  - e. Failure to comply with these rules of conduct may result in the player and/or parents being suspended for, but not limited to, the remainder of the season.
  - f. Adhere to the MBA Code of Conduct for Players and Spectators.
  - g. Respect Myself – No Alcohol, Tobacco, and/or Drugs.
  - h. Respect my Coaches, Teammates, Opponents, Umpires and Parents.
  - i. Give 100% Effort, Attention and Enthusiasm.
  - j. Adhere to the Blue Sox Uniform Dress Code.
  - k. Refrain from use of any foul language or actions.
  - l. Remain in the dugout area during games and practices.
  - m. Work on individual skills outside dugout area only with Coach's permission.
  - n. Replace/Return equipment to proper position or to Coaches.
  - o. Ensure that all facilities are clean upon exit.

Basically, everyone on the field is required to conduct them self in a sportsmanlike manner. Poor conduct will never be tolerated by MBA. Failure to comply with these rules of conduct will result in penalties as described in this document and our Association By-Laws and Rules. It is also important for all to understand that MBA rules, as well as most County and/or City ordinances strictly prohibit the use of any tobacco product, alcohol, or a controlled dangerous substance on the property where MBA games are played. Failure to comply with these rules, ordinances and laws may result in arrest or legal action against the offenders.

4. **PLAYER RELEASE PROCESS** – To make the release process a more effective and efficient system ALL MBA Players are automatically released from their current MBA team on August 1 or at a date thereafter should that team be involved in a MBA Franchised Tournament. However, if the player owes equipment (which are required to be returned) to their current team, the player will not be released to play for another MBA or other team until these obligations are met. Further, the team manager has the right to sign players to his team for the upcoming season, any player and parent that signs the MBA Player Contract will be strictly prohibited from requesting a release until August 1 of the following year, no exceptions. After August 1 of the following year, any player can request a release by submitting a written request to the Vice President, at [manchesterbaseballassociation@gmail.com](mailto:manchesterbaseballassociation@gmail.com). Below are Player Release notes:

- a. It is important to understand that the philosophy of MBA is that when a player joins a MBA team that player is making an obligation to play there as long as the team exists. Every MBA team makes a considerable commitment of time and money to play in our league and it is the best interest for the future of our program that players do not arbitrarily leave their team without very good reason. Noting is more upsetting to a team when they devote the time and energy to develop their players only to have them leave at the end of or during the season. Therefore, when a player and parents pick a team to play for, please be diligent and do everything possible to make sure the team is right for you!
- b. Providing the player and parent has signed a MBA Player Contract on or after August 1 the player and parents MUST make the team manager aware of your intention to be released. Then the player and parents MUST meet all the obligations with regard to returning equipment. It is important to remember that a MBA official release will not be granted if confirmation from the team manager is not received by the MBA Officer's that all obligations have been satisfied. This further emphasizes the

importance to have a written and signed receipt from the team manager. **Doing this will expedite the release process and ensure you that all requirements to the team are settled.**

- c. Unless the player is 18 years old at the time the release is requested, the player's parents **MUST** email a **WRITTEN** request for release to the Vice President, at [manchesterbaseballassociation@gmail.com](mailto:manchesterbaseballassociation@gmail.com). If the player is 18 years old or older, the player can make the request directly. The written request **MUST** include your name, relation to player, player's name, address, phone number, name of the team you are requesting to be released from and a brief explanation why the player is requesting the release. Upon receipt, the Vice President will contact the team manager to verify that all of the aforementioned obligations have been satisfied. If all obligations have been met, then an official MBA Official Player Release will be issued and sent to the parent and/or player making the request via email. **NOTE --** The team manager has five (5) business days to respond. Failure to respond will result in immediate issuance of the MBA Official Player Release.
  - d. When you receive the official MBA release, you **MUST** present it to the manager of the new MBA or other team you are trying out with to verify that the player has been officially released. Remember, the player or parents can have no contact with any other MBA or other team prior to receipt of the release. Likewise, the player cannot participate or try-out for any other MBA or other team prior to receipt of the release. Doing either is a violation of MBA rules and the player will not be allowed to play for that team during the current and following season, please understand that this is a two (2) year penalty, **NO EXCEPTIONS**.
  - e. Please note that the release process can take up to two (2) weeks to complete and during the regular season it can take longer, so until you receive your official Player Release the player is prohibited from contacting or participating with any other MBA or other team. Please understand that this process takes time and at any given period of the year the Vice President has many releases to deal with. Therefore, **DO NOT** contact the Vice President to ask where your release is in the process or state that you want your release immediately as this will only serve to slow your release process down. Protecting our teams and the investment they have made in their players in our concern and we are in no rush to promote players jumping from one team to another. This is the way it is if you chose to play for a MBA team!
  - f. In certain instances, the team manager may initiate the release process. In this situation, the team manager **MUST** notify the Vice President of his/her decision, via email, that he/she has given you and your child notice of the release from the team. Shortly thereafter, a Player Release form will be emailed to you, thereby allowing you to seek out another MBA or other team.
5. **ILLEGAL PLAYER CONTACT** – It is prohibited and illegal according to MBA rules for a team manager, coach or any person associated with another MBA team to make contact with a player or parents in an effort to recruit the player to their team unless the player has been officially released. If the player or parents are contacted the person making the contact should first ask your current status in the MBA league. If your response is that you are currently playing for a MBA team the conversation must end at that point, any further discussion is a violation of MBA rules. Therefore, the player or parents are obligated to tell the truth about your current status, not doing so will place the player in violation of MBA rules. If you inform the person making contact that you are on a MBA team and have not asked for or received a MBA release and they continue the conversation in an effort to sway you to request a release and join their team or if you are continually contacted by the same team, then the player and parents are obligated to email the Vice President to notify MBA of this illegal conversation. If possible, it would be helpful if you can provide the name or names of those making the contact and their position with the team. Please understand that this rule applies down to the player level. Therefore, it is a violation of MBA rules for a player to make contact with another player in an effort to lure him or her to their team.

6. **PLAYING FOR MORE THAN ONE (1) MBA TEAM** – It is strictly prohibited for any player to be on the roster of more than one (1) MBA team at any point in the regular season. This applies to the same or different MBA age division. For example, a 12U player cannot be on the roster of two 12U teams or a 12U team and a team in another age division, such as 13U, at the same time. If a violation of this rule is discovered or reported, the player will be dropped from all team rosters except of one which will be chosen by the MBA Vice President, not the player. NOTE: This does not apply to a player that is on the roster of a MBA team and the roster of a team in another league unless that team is in a league that is franchised in one or more of the same national organizations that MBA is franchised in which are MABA or Baltimore Metro. Where this is found, the player will be placed with the team that he or she played first for that season, again, the player does not get to choose the team.
7. **MBA ASSOCIATION RULES** – It is highly recommended that every player and parent read and understand the rules of MBA. A copy of the current By-Laws and Rules can be downloaded from the MBA web site at [www.manchesterbaseball.org](http://www.manchesterbaseball.org), then click on the Handouts section. Again, it is important that you carefully read all that is written in this document and the rules of MBA. Failure to follow any of the above procedures or policies or rules of MBA may have an adverse effect on your child and prevent him/her from playing for the MBA team of their choice. After reading this information or the rules of MBA should you have any questions please email them to [manchesterbaseballassociation@gmail.com](mailto:manchesterbaseballassociation@gmail.com).
8. **REQUIRED FORMS** – The following forms are to be completed and returned with this Agreement. If you have any questions please email them to [manchesterbaseballassociation@gmail.com](mailto:manchesterbaseballassociation@gmail.com).



**MANCHESTER BLUE SOX – MANCHESTER BASEBALL ASSOCIATION (MBA)  
OFFICIAL PLAYER CONTRACT for the 2018 SEASON**

I, \_\_\_\_\_, hereby agree to play amateur baseball for  
(Print Players' Full Name as it appears on the Birth Certificate)

\_\_\_\_\_ of the Manchester Baseball Association.  
(Team Name – Age Group)

By signing this contract, I and my parent(s) or legal guardian(s) hereby agree to play for the aforementioned team and agree to comply with all rules and regulations of the Manchester Baseball Association (hereafter referred to as MBA), Maryland Amateur Baseball, American Amateur Baseball Congress, Mid-Atlantic Baseball Association, and/or any other MBA franchised national organizations and the policies and procedures as listed in the MBA "Parent/Player Agreement." I certify that all information provided in the contract and registration form is true and accurate. I further certify that I am not to receive any compensation, direct or indirect, monetary or material, for play for stated team. In consideration of acceptance of this contract and permission to play for the stated team for the current season, I hereby, for myself, my heirs, executors and administrators, waive and release any and all rights and claims for damages I have against said team, their Association and its officers, coaches, members, Maryland Amateur Baseball and their officers, the American Amateur Baseball Congress, and all member associations for any and all injuries suffered by me in games or practices for the stated team with which this contract is signed. I further understand that by signing this contract I am obligated to play for the stated team until formal request for release is made and granted. I further understand that I cannot sign a contract or play for any other team until I have satisfied all obligations (financial, equipment and uniforms) to the team with which this contract is signed. **This contract will remain in effect for the current baseball season ONLY or at a date that I am officially released by my team, or my team disbands from the Manchester Baseball Association.**

**Date of Birth**                    ----- / ----- / -----                    **Birth Place**                    \_\_\_\_\_

**Player's Street Address**                    \_\_\_\_\_

**Player's City, State Zip**                    \_\_\_\_\_

**Player Signature**                    \_\_\_\_\_

I, \_\_\_\_\_, accept the above agreement for my child or ward.  
(Print Name of Parent or Legal Guardian)

By signing the MBA Player Contract, I agree to comply with all the conditions as stated above and in the "Parent/Player Agreement" (which I have received a copy of). I further agree that all information contained herein and on the registration form is true and accurate. I further agree that I will always control my actions, and those with me that are directly associated with the above-named player, at any game (exhibition, regular season or tournament), practice or any other team event, in a sportsmanlike manner. I further agree that I will only make remarks that are positive to our team, the opposing team, an umpire, or any game official and will never use language that is unsuitable in the presence of a minor child. I understand that any umpire or game official is never to be approached in a negative or aggressive manner, before, during or after any game. I further agree that I will not coach from the sidelines and allow the coaches to direct and instruct the player mentioned above. I further understand and agree that if I, or those with me at any team game or event that are directly associated with the player named above, do not comply with these rules of conduct that we and the player named above will be subject to immediate suspension for, but not limited to, the remainder of the season.

**Date**                    ----- / ----- / -----                    **Parent or Legal Guardian Signature**                    \_\_\_\_\_

I, \_\_\_\_\_, accept this contract and validate to the league that all information contained  
(Print Name of Team Manager or Head Coach)  
therein for the above named player is true and accurate based on the information provided by the player, parent or legal guardian.

**Date**                    ----- / ----- / -----                    **Team Manager or Head Coach Signature**                    \_\_\_\_\_



# Medical Consent Form

As parent or legal guardian of \_\_\_\_\_; I hereby give my consent  
and authorize \_\_\_\_\_; to consent on my child, to emergency  
medical care and treatment in the event we are unable to be notified by reasonable  
attempts of the need for such emergency medical care and treatment.

Enter Player's Name

Enter Coach's Name

Father/Guardian Occupation/Company Name:

Cell Number

Home Number

Work Number

Mother/Guardian Occupation/Company Name:

Cell Number

Home Number

Work Number

Insurance Company

Policy Number

Physician's Name

Physician's Phone Number



**CARROLL COUNTY RECREATION & PARKS**  
Concussion Information Sheet

**If you think your child has suffered a concussion**

Any athlete who has suffered any injury to or around the head should be removed from the game/practice and evaluated by a licensed medical provider. Upon examination if a head/neck injury or concussion is suspected, regardless of how mild, or how quickly symptoms clear the child may not return to practice/game without medical clearance. Close observation of the athlete should continue for several hours.

“a youth athlete who is suspected of sustaining a concussion or head injury in a practice or game shall be removed from competition at that time”

and

“...may not return to play until the child is evaluated by a licensed health care provider trained in the evaluation and management of concussions and receives written clearance to return to play from that health care provider”.

You should also inform your child’s coach if you think that your child may have a concussion. Remember it’s better to miss one game than miss the whole season. And when in doubt, the athlete sits out.

**What can happen if my child keeps on playing with a concussion or returns to soon?**

Children with the signs and symptoms of concussion should be removed from play immediately. Continuing to play with signs and symptoms of a concussion leaves the young athlete especially vulnerable to greater injury. There is an increased risk of significant damage from a concussion for a period of time after that concussion occurs, particularly if the athlete suffers another concussion before completely recovering from the first one. This can lead to prolonged recovery, or even to severe brain swelling (second impact syndrome) with devastating and even fatal consequences. It is well known that adolescent or teenage athletes will often under report symptoms of injuries, and concussions are no different. As a result, education of administrators, coaches, parents and young athletes is the key to safety.

For current and up-to-date information on concussions you can go to: <http://www.cdc.gov/Concussion>

Participant Name	North Carroll Rec Council
Manchester Baseball Association Program Name	Baseball Sport
Parent or Legal Guardian Printed	Date

\_\_\_\_\_  
Parent or Legal Guardian Signature  
Adapted from the CDC and the 3<sup>rd</sup> International Conference on Concussion in Sport  
Document created 6/15/2009; adapted 1/13/2010

# CARROLL COUNTY RECREATION & PARKS

## Concussion Information Sheet

A concussion is a brain injury and all brain injuries are serious. They are caused by a bump, blow, or jolt to the head, or by a blow to another part of the body with the force transmitted to the head. They can range from mild to severe and can disrupt the way the brain normally works. Even though most concussions are mild, **all concussions are potentially serious and may result in complications including prolonged brain damage and death if not recognized and managed properly.** In other words, even a “ding” or a bump on the head can be serious. You can’t see a concussion and most sports concussions occur without loss of consciousness. Signs and symptoms of concussion may show up right after the injury or can take hours or days to fully appear. If your child reports any symptoms of concussion, or if you notice the symptoms or signs of concussion yourself, seek medical attention right away.

### **Symptoms may include one or more of the following:**

- Headaches
- “Pressure in head”
- Nausea or vomiting
- Neck pain
- Balance problems or dizziness
- Blurred, double, or fuzzy vision
- Sensitivity to light or noise
- Feeling sluggish or slowed down
- Feeling foggy or groggy
- Drowsiness
- Change in sleep patterns
- Amnesia
- “Don’t feel right”
- Fatigue or low energy
- Sadness
- Nervousness or anxiety
- Irritability
- More Emotional
- Confusion
- Concentration or memory problems (forgetting game plays)
- Repeating the same question/comment

### **Signs observed by teammates, parents and coaches include:**

- Appears dazed
- Vacant facial expression
- Confused about assignment
- Forgets plays
- Is unsure of game, score, or opponent
- Moves clumsily or displays incoordination
- Answers questions slowly
- Slurred Speech
- Shows behavior or personality changes
- Can’t recall events prior to hit
- Can’t recall events after hit
- Seizures or convulsions
- Any change in typical behavior or personality
- Loses consciousness

Adapted from the CDC and the 3<sup>rd</sup> International Conference on Concussion in Sport  
Document created 6/15/2009; adapted 1/13/2010





# Manchester Baseball Association

## 2018 Spectators

### Code of Conduct Agreement



Recreational programs and sports are supposed to be fun. Unfortunately, many parents, fans and coaches don't realize that their actions, whether verbal or nonverbal, can have lasting emotional effects on everyone. Too many children are leaving sports activities because the fun is unfairly taken away by adults.

Carroll County Recreation and Parks has adopted the following Code of Conduct as a result of its concern for good sportsmanship. All coaches, players and parents must abide by our Code of Conduct. Violations of this code must be reported to the appropriate Recreation Council. The Council will notify the Office of Recreation and Parks of all reported violations of the Code of Conduct. Each violation will be fully investigated and enforced according to the Carroll County Recreation and Parks Good Sportsmanship Policy.

#### Parents/Guardians Code of Conduct

I will as a parent acknowledge the importance of being involved in my child's recreational activities.

I will introduce myself to my child's volunteer coach/leader and will exchange pertinent contact information.

I will know who is transporting my child to and from any recreational activity.

I will know my child's schedule- practice days, date and schedules.

I will place the emotional and physical wellbeing of my child ahead of any personal desire to succeed.

I will provide support for coaches and leaders working with my child to provide a positive, enjoyable experience for all participants.

I will treat other participants, spectators and officials with respect regardless of race, sex, creed or ability.

I will respect the decisions of officials and encourage players to do so as well.

I will applaud good performance and efforts from all individuals, regardless of which team they represent.

I will never ridicule players for making mistakes. I will recognize the benefit of positive comments as a motivational tool.

I will condemn the use of violence in any form, whether it is by other spectators, coaches, officials or players.

I will not use foul language or harass players, coaches or officials.

I will demand an environment for my child that is free from drugs, tobacco and alcohol and I will refrain from their use at all events.

#### Coaches Code of Conduct

I will place the emotional and physical wellbeing of my players ahead of a personal desire to win.

I will attend all meetings and rules clinics set up by the Department or program prior to the beginning of each sport season.

I will treat each player as an individual, remembering the large range of emotional and physical development for the same age group.

I will do my best to provide a safe playing situation for my players.

I will promise to review and practice the basic first aid principles needed to treat player injuries properly.

I will do my best to organize practices that are fun and challenging for all my players.

I will lead by example in demonstrating fair play and sportsmanship to all my players.

I will provide an environment for my team that is free of drugs, tobacco and alcohol, and I will refrain from their use at all sports events.

I will be knowledgeable in the rules of each sport that I coach and I will teach these rules to my players.

I will use those coaching techniques appropriate for each of the skills that I teach.

I will remember that I am a youth sports coach, and that the game is for the children and not for me or other adults.

#### Players Code of Conduct

I will encourage good sportsmanship from fellow players, coaches, officials and parents at every game and practice by demonstrating good sportsmanship.

I will attend every practice and game that I can, and will notify my coach if I cannot attend.

I will expect to receive a fair and equal amount of playing time.

I will do my very best to listen and learn from my coaches.

I will treat my coaches, other players, officials and fans with respect regardless of race, sex, creed, or abilities and I will expect to be treated accordingly.

I will have fun during my sports experience and will alert parents or coaches if it stops being fun.

I will expect to play in an environment that is free of drugs, tobacco, and alcohol and expect adults to refrain from their use at all youth sports events.

I will encourage my parents to be involved with my team in some capacity because it's important to me.

I will remember that a sport is an opportunity to learn and have fun.



## **Procedure for Administration of the Good Sportsmanship Policy**

Carroll County Recreation and Parks has adopted a policy for unsportsmanlike conduct in its recreational programs. The Bureau of Recreation along with all Recreation Council programs and their associated volunteers has the responsibility to regulate and enforce this policy.

It is the responsibility of the Recreation Council to administer the rules and regulations of this policy in accordance with the procedures outlined below:

**Recreation Council will:** Review all reports, interview necessary parties, schedule necessary meetings, assess penalties and refer to the Department when appropriate. It is the responsibility of the Council to immediately implement the penalties set forth in the Code of Conduct up to and including suspensions. It is also the responsibility of the Council to inform the involved party and all of the coaches of the infraction of the penalty that is being instituted.

**Coach will:** Notify the League Director, program President, in writing, of all infractions of the Code of Conduct within 24 hours of the infraction in question. This includes, but is not limited to, infractions brought to the attention of the coaches by the game official. Insist that any participant suspended from a game by the official immediately leave the field of play or any area where the participant's presence might in any way disrupt the remainder of the activity.

**Officials will:** Report any incident to the Recreation Council. It is expected that the Official will submit these reports of violations of the Code of Conduct within 24 hours of the incident.

**Recreation Councils/Presidents:** The Council is required to submit all reports of any incident involving the violation of the Code of Conduct, along with their own report to the Bureau of Recreation within 48 hours of the incident. This is not limited to violation reported by officials.

**Carroll County Recreation and Parks will:** Investigate all reported violations of the Code of Conduct. Review all Council implemented disciplinary action. Administer the Appeal Process.

**Disciplinary Action and Appeals:** The participant involved will remain suspended from activities until the incident has been reviewed and a decision has been rendered by the Recreation Council. The Recreation Council will not review any incident until it has received reports from officials, coaches and/or Associations Directors. Any disciplinary action implemented by the Recreation Council will go into effect immediately. If the disciplinary action involves suspension, that suspension may carry on to the following season or to the next activity. The notice of disciplinary action will be made in writing to the violator and will be forwarded to him/her via registered mail. Violations involving physical violence, refusal to obey the lawful orders of officials, and any requiring Police assistance will be grounds for permanent expulsion for the violator. Any criminal act will be reported immediately to law enforcement agencies for possible prosecution. Any person receiving disciplinary action from the Recreation Council may appeal that ruling to the Carroll County Recreation and Parks within two (2) weeks of the date the violator received notice of the disciplinary action from the Council. Any person may request a copy of the Code of Conduct appeals process for further information.

### **ALL SPECTATORS WILL:**

1. Comply with the policies and procedures of Carroll County Recreation and Parks, Manchester Baseball Association (MBA) & schools as communicated by recreation council volunteers or County staff.
2. Respect all participants, managers/coaches, staff, officials and volunteers at every practice or youth sports event and encourage all children to do the same.
3. Refrain from abusive or inappropriate language or gestures towards officials, volunteers, managers/coaches, staff and participants. With the exception of congratulatory handshake or "high five", never make inappropriate physical contact with participants, managers/coaches, officials or volunteers.
4. Accept the decision of the officials as being fair and performed to the best of their ability. Spectators shall never go onto the court or playing field, or approach the official scorekeeper, while the game is in progress or immediately after the event. Allow the manager/coach to take all questions, rule interpretations or concerns to the appropriate league official.
5. Refrain from giving the children instructions during the game – allow the manager/coach(s) to guide them.
6. Help ensure the safety of the playing area by reporting any unsafe hazards, removing trash, leaving food and beverages outside the gym or playing area when requested, refraining from the use of tobacco within 50 yards of the playing field or program site and refraining from the use of alcohol or other drugs at or immediately prior to all youth sports events.
7. All managers are responsible for making sure our fields are in good playing order before each practice and each game. This includes dragging the field, adding stay dry, lining the field, mowing the grass, etc. We are responsible for the safety of our players and the safety of the field we are playing on. The manager will coordinate and obtain the cooperation of our assistant coaches, parents and players to make sure this is taken care of. After each practice or game the field should be left in good playing order. All trash picked up, trash containers emptied into the dumpster, the fields raked and the equipment properly put away.
8. All spectators are encouraged to attend and participate in the MBA Monthly Membership Meeting.
9. Encourage and compliment players when they show improvement, play with extra effort, or simply need kind words.
10. Abide by doctor's decisions in all matters of health, injuries and ability to play.
11. Remember that the game is for youth – not adults.

### ***Penalty for non-compliance:***

If a spectator is ejected for these or any reason, they may not attend the next two (2) games played. When such action is taken, the individual must meet with the League Commissioner and Recreation Council President prior to returning to any event. In addition, if the manager/coach in attendance has been warned by the official(s) about behavior of a spectator at the game, that manager/coach will also be suspended for one (1) game. When such action is taken, the manager/coach must meet with the League Commissioner and Recreation Council President prior to returning to any event. If a spectator is ejected a second time or acts out physically towards another individual, they will not be allowed to attend any Carroll County Recreation Council sports activity for at least one (1) year from the date of the incident. When such action is taken, the individual must meet with the League Commissioner, Recreation Council President and Bureau of Recreation staff prior to returning to any event. The Americans with Disabilities Act applies to the Carroll County Government and its programs, services, activities and facilities. Anyone requiring an auxiliary aid or service for effective communication or who has a complaint should contact Madeline M. Morey, The Americans with Disabilities Act Coordinator, 410-386-3600, 1-888-302-8978, MD Relay 711/1-800-735-2258, or email [mmorey@ccg.carr.org](mailto:mmorey@ccg.carr.org) as soon as possible but no later than 72 hours before the scheduled event.

## ARTICLE XII – GRIEVANCE PROCEDURE

- A. Any person can file a grievance against an Officer, a Board member, a volunteer, or a member of the Association provided the complaint is submitted in accordance with the following procedure.  
The general procedure for when there is a concern with an Association Division or participant (player, coach, umpire or parent/guardian) is as follows:
1. The coach should be first point of contact.
  2. If the issue is not resolved, then the coordinator of the division (if applicable) should be contacted. If no coordinator, then the Vice President).
  3. If the problem is not resolved at this level (or if there is no coordinator for division) the Vice President should be contacted.
  4. A verbal grievance will not be acceptable.
  5. All grievances must be in writing and include the following:
    - a. The date the grievance is being written.
    - b. The date the incident for which the grievance is being written occurred.
    - c. The names of the people directly involved.
    - d. Any witnesses which may have been present at the time the incident occurred.
    - e. A brief description of the incident.
    - f. A suggestion on resolving the incident.
    - g. The phone number and signature of the person registering the grievance.
  6. The written complaint should be delivered directly to the Vice President of the Association or mailed to Manchester Baseball Association, P.O. Box 122, Manchester, MD 21102. It should be noted that the P.O. Box is checked weekly, not daily, by the Association.
  7. Once the Vice President receives written notification of the grievance, the Vice President will contact, via phone or in-person, (within 7 days) the originator of the grievance. However, the Vice President will report complaints alleging physical abuse immediately to law enforcement and to the Manchester Baseball Association Board. The Vice President will gather information as necessary and try to resolve the problem. If a satisfactory solution can not be reached between the involved parties, via the Vice Presidents intervention, the grievance will be presented to the Board by the Vice President at the next scheduled monthly meeting. All involved parties must be present at the Board meeting to present their description or interpretation of the incident. The Board will decide what action to be taken by the Association. The Association will notify (in writing) the originator within 2 weeks after the Board meeting, at which the grievance was presented, of the Association's decision on resolving the issue(s).  
If a satisfactory solution as agreed upon, via the Vice Presidents involvement, the Board must be notified of the incident at the next schedule monthly meeting. The Association will notify (in writing) the originator, within 2 weeks after the Board meeting at which the Board was notified, of the Association's, as per the Vice Presidents recommendation, response.
  8. If the originator is not satisfied, once the Board has intervened, the originator can then submitted the grievance to the North Carroll Recreation Council. The North Carroll Recreation Council will notify the Manchester Baseball Association. The North Carroll Recreation Council and Manchester Baseball Association will attempt to resolve the problem within the realm of the By-Laws between the two organizations.

Player's and Parent's understand the Manchester Baseball Grievance policy and agree to adhere by its guidelines and policies.

9. **AGREEMENT** – The Player and Parent(s) agree to the terms of this Agreement, Contract, Forms and all other documents that may be requested to be signed by the Association or Recreational Council.

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Player Signature

Date

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Print Player Name

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Father/Guardian Signature

Date

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Print Father/Guardian Name

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Mother/Guardian Signature

Date

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Print Mother/Guardian Name

(Revised 09/08/2015)