



BCL
SPORTS
HANDBOOK

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BAY AREA CONFERENCE

BCL Sports Handbook

The North Coast Section Sports and General Rulings Handbook contain NCS policies, regulations, and pertinent information about specific sports and general interscholastic competition. The **BCL Sports Handbook** serves as an additional reference guide for regulations and procedures that are specific to the Bay Area Conference (BAC) BCL interscholastic competition. It is the responsibility of all Athletic Directors to read and understand the materials in the BCL, BCL East, BCL Central, and BCL West Sports Handbooks and to inform their respective coaches of the guidelines under which they must conduct their specific sport(s).

A. GENERAL RULINGS

1. The BAC official season of sport and maximum number of games shall not exceed the North Coast Section (NCS) maximum number of games and/or control scrimmages.
2. No more than two non-league or league games may be scheduled per week. Exceptions are:
 - a. Tournaments [no more than 5 per week] or
 - b. When two/three games must be played due to a necessary rescheduling of the contests. Note: If a third contest is necessary, all efforts are to be made to schedule the third contest on a Saturday.
3. BAC contests are scheduled for a 4:00pm start, however due to the change from standard time to daylight savings time and vice-versa; outdoor contests may begin as early as 3:30pm. A change in this format can be made providing both schools agree to the change.
4. Varsity and JV teams will be guaranteed a minimum of 15 minutes of warm up time. Regardless of the posted starting time. [11/07]
5. Varsity contests are scheduled for 4:00pm Junior Varsity and 5:30pm Varsity.
 - a. Exception: Girls' Volleyball: Junior Varsity 4:00pm, Varsity 5:30pm
 - b. Exception: Basketball – Fremont Christian home games (JV 6pm, Varsity-7pm) [2/08] and Oakland Military home games (Varsity 5pm) [9/10]
 - c. Exception: Cross Country: 4:15pm.
 - d. Exception: Boys Volleyball: When there is no Junior Varsity league, Varsity matches will begin at 4:30 pm. (approved 3/01)
 - e. Exception: All playoffs will begin at 4:00pm. If AP exams are held during the week of playoffs, the playoffs will begin at 5:00pm for any students taking APs.
 - f. Exception: Fall (Boys) Soccer Playoffs will begin no earlier than 3:00pm
 - g. All baseball games scheduled during standard time will begin at 3:30pm and games scheduled during daylight savings time will begin at 4:00pm
 - h. California School for the Deaf is EXEMPT from Friday's game days on the official league schedule. A change in this ruling must be approved by California School

for the Deaf (CSD) Athletic Director and any Athletic Director wishing to change this rule [2/08]

Note: A change in this format can be made providing both AD's agree.

6. The preliminary rounds of the playoffs in all sports will be held at the "home site" of the higher seed. The semi-finals and finals will be held at the facility designated by rotation. If the facility is unable to accommodate the fans, then other facilities may be obtained, but must be first approved by the Commissioner of the BAC.
7. Neutral site for the semi-finals and finals is not mandatory.
8. Seeding for Playoffs – See Appendix A
9. **Schools that declare a sport team and placed on the league schedule must host in rotation (5/2018)**
- 10 **Schools unable to complete the league schedule:**
 1. A league schedule ends the Saturday prior to the playoff week. (2/2016)
 - a. If a majority (51%) of league schools are unable to complete their league schedule commitment due to inclement weather, only the first round contests will be recorded.
 - b. If a school(s) have tried two or more times to play the contest and were unable to complete the league schedule due to inclement weather, illness, disciplinary action or academic ineligibility, then the contest(s) shall be considered a no contest for involved schools.
 1. If the contest will affect the seeding of the playoffs in any way, then the contest must be played prior to the start of the playoffs.
 2. If on occasion #1 above cannot be achieved, then the preseason tie breaker process will determine the winner of the contest so that the playoffs may begin as scheduled.
10. A Conference League is defined as combining any east bay league/BCL with west/central bay leagues. A Conference League will be formulated when one or both leagues cannot field four (4) teams in one sport. If, after the season of sport begins, a league of four (4) schools loses a member school, the league will continue with the remaining schools.
11. Regional League Status: A Regional League is defined as combining leagues within the east bay or within the west/central bay only. All BCL Regional leagues shall provide junior varsity, frosh/soph or freshman league schedules. A Conference schedule may not be created for JV, Frosh/soph, or a freshman sport. **Process:** A school that has a JV and/or Frosh/soph team may notify the sports rep from the host league to be admitted to the host league schedule by the sport declaration date. [6/06]
12. A regional or Conference league is a Supplemental League. Please refer to the Sports Handbook for this league to determine how the League Champion and NCS Automatic Representative are determined. [8/07]

13. Tie breaking procedures as listed in BAC Bylaws, Article 6, K. League Playoffs, 5, shall NOT be used to break a tie when determining League Champion; only the win-loss record of round-robin play will be used.

B. SPORTSMANSHIP

1. The California Interscholastic Federation (CIF), NCS, and BAC Codes of Ethics shall govern conduct, ethics, and sportsmanship for all participants, spectators, and others involved in athletics of all member schools. [Article 4, BAC Constitution and Bylaws]
2. A “Sportsmanship Complaint Form” is to be used to formalize the lines of communication between member schools when dealing with incidents involving sportsmanship. [See Appendix D]

C. RECRUITMENT (BAC Bylaw 9)

The North Coast Section of the CIF prohibits the recruitment of students to high schools for athletic purposes. [See NCS Student Eligibility Bylaws, Article 20, 200-219] This prohibition at first glance may appear to be in conflict with the common practice of independent and parochial high schools soliciting students to benefit from their comprehensive programs. The following statement of policy from the Bay Area Conference [BAC] is intended to clarify the boundaries between legal and illegal recruitment of student-athletes. It is provided here as a means of protection for students, parents, and coaches and to ensure our students of “level playing fields”.

Bay Area Conference schools view athletics as an essential and integral part of a liberal arts education. It is therefore reasonable that students and parents will be interested in the qualities of a prospective school’s athletic program. It is also reasonable that a school’s employees will be proud of, and eager to improve, their athletic programs. The following **Principles of Good Practice** are intended to help students, parents and school personnel to solicit and provide necessary information and insights without crossing the line of illegal recruitment.

CIF, NCS, and/or BAC sanctions may be brought against a coach, school, and/or recruited student-athlete, if a recruiting violation is verified.

Principles of Good Practice

1. A high school **coach** is prohibited from initiating conversation with a prospective student concerning attendance at the coach’s school. This includes off-campus overtures or conversations that occur before or during the admissions process. The only exception to this prohibition is that coaches may speak with prospective student-athletes and/or parents during the normal admissions campus visits. Note: A coach is interpreted as any adult who assists with the athletic programs, in either a paid or voluntary capacity, and who thereby has a vested interest in attracting certain student athletes to his/her school.

2. When approached by interested student-athletes or their parents outside the normal admissions process, a coach is required to refer either or both parties to the Head of School/Principal of the coach's school or his/her designee.
3. When prospective student-athletes visit a school's campus, they should be provided information about athletics in the same manner as they receive information about other departments of the school.
4. Excessive financial assistance [significantly beyond the family's demonstrated need] for the purpose of attracting a student-athlete is viewed as illegal recruitment.

Should a student-athlete or parent feel that the student's admission process is being, or has been, compromised by a school's deviation from the above Principles of Good Practice, the Head of School/Principal of the offending school, the League President, and/or the Conference Commissioner should be immediately contacted.

D. BADMINTON (COED) See BCL West Handbook

E. BASEBALL

1. The National Federation High School (NFHS) Rule Book is the governing authority.
2. The official ball will be a National Federation approved high school baseball.
3. All games scheduled during standard time will begin at 3:30pm and games scheduled during daylight savings time will begin at 4:00pm. Both schools must agree upon changes to these rules.
4. See Appendix B for varsity playoff structures and determination of varsity league champions and NCS representatives.
5. Tie-breaking Procedures:
 - a. If two (2) teams are tied, use in this order:
 - i. Head-to-head
 - ii. Common opponents
 - iii. Tie breaker draw
 - iv. Playoff game if one team is to be eliminated from the playoffs.
 - b. If three (3) teams are tied, the tie breaker draw will determine the highest seed, and then follow rules for two teams which are tied.
6. League Playoffs will begin at 4:00pm. If AP exams are held during the week of playoffs, the playoffs will begin at 5:00pm.
7. Awards:
 - a. Perpetual Trophy for Varsity League Champion
10. All-League Selection Process/Form: Appendix C

F. BASKETBALL (BOYS AND GIRLS)

1. The NFHS Basketball Rule Book is the governing authority for both boys and girls with the adoption of State CIF modifications.
2. The official ball will be a National Federation approved high school basketball.
3. Varsity and JV games consist of eight (8) minute quarters.
4. Girls & Boys Basketball – JV 4pm and Varsity 5:30pm [4/09]. **If both B/G varsity play back to back at the same venue, girls will play first for the 1st half of the season and play second for the 2nd half of the season OR vice versa. [9/2018]**
5. Varsity teams will be guaranteed a minimum of 15 minutes of on-court warm-up time. This is regardless of the posted starting time (i.e. 5:30p.m. game may start @ 5:40p.m. [3/07])
6. The J.V. League Champion is determined by round robin play.
7. If a school has both boys and girls teams in the tournament, then every effort is made to put those teams in back to back games to encourage fans to stay and support both teams. 1st seed plays in the late game unless the 1st criterion prohibits playing in the late game. Commissioner to work closely with the tournament director. [3/08]
- 8 See Appendix B for varsity playoff structures and determination of varsity league champions and NCS representatives.

9 Awards:

- b. Perpetual Trophy for Varsity League Champion
- c. Five (5) All-Tournament trophies
- d. One (1) All-Tournament MVP trophy

10 All-League Selection Process/Form: Appendix B & C

G. CROSS COUNTRY (BOYS AND GIRLS) - Refer to BCL East Handbook**H. GOLF (BOYS AND GIRLS) – Refer to BCL East Handbook****I. SOCCER (BOYS AND GIRLS)**

1. The NFHS Soccer Rule Book is the governing authority with NCS modifications.
2. Playoff Tie Breaking Procedure- at conclusion of regulation time
 - 2-10 minute golden goal overtimes (NCS modification of NFHS Rule 18)
 - Penalty kicks (NFHS Rule 18, Article 1, A.3)
2. The official ball will be a National Federation approved high school soccer ball.
3. A stitched soccer ball must be used for league competition.
4. The J.V. League Champion is determined by round robin play.
5. A soccer game will be terminated when there is a 7 goal differential at half time or the coach of the team that is behind may choose to end the match by notifying the official and opposing coach. **(5/13)**
6. A win is counted as three (3) points and a tie is counted as one (1) point.
7. Semi-finals and Finals will be at a location determined by the Tournament Director. Tournament Director is responsible for securing officials for all games.
8. The Varsity League Champion is determined by round robin play. NCS Automatic Qualifier is determined by the league playoffs.
9. Tie-Breaking Procedures – the following will be used sequentially to determine playoff seeding when two or more teams are tied after the completion of the regular season:
 - a. Winner in head-to-head competition
 - b. Least number of red cards (cards given to players and coaches)
 - c. Record against teams who finish above
 - d. Goal differential, maximum +/-4 per game for margin of victory or defeat across the whole regular season.
 - e. Tie breaker draw (approved 3/05)
2. See Appendix B for varsity playoff structures and determination of varsity league champions and NCS representatives.
3. Awards:
 - a. Perpetual Trophy to Round Robin Champion
4. All-League selection process/form: Appendix B & C

K. SOFTBALL

- 1 The NFHS Softball Rule Book is the governing authority.
- 2 The official ball will be National Federation approved high school softball.

- 3 Fast pitch rules are in effect for league play.
- 4 The Varsity League Champion is determined by round robin play, will be awarded the perpetual trophy, and is the automatic NCS representative. (Approved 9/2011)
5. Tie-breaking Procedures:
 - a All teams tied for 1st place will be declared co-champions and a tie break will be used to determine the NCS representative
 - b If two (2) teams are tied for 1st, use in this order:
 - i. Head to Head
 - ii. One game playoff – tie breaker draw hosts
 - iii. If three (3) or more teams are tied for 1st the tie breaker draw will be the NCS representative. (Approved 9/2011)
6. See Appendix B for varsity playoff structures and determination of varsity league champions and NCS representatives.
7. League Playoffs will begin at 4:00pm. If AP exams are held during the week of playoffs, the playoffs will begin at 5:00pm.
8. Awards: Perpetual Trophy to Varsity League Champion
9. All-League Selection Process/Form: Appendix A

L. SWIMMING – Refer to BCL East handbook

M. TENNIS (fall Girls and spring Students) - Refer to BCL East Handbook

N. TRACK/FIELD (BOYS AND GIRLS) – See BCL East Handbook

O. VOLLEYBALL (GIRLS)

1. The NFHS Volleyball Rule Book is the governing authority.
2. The official ball will be National Federation approved high school volleyball.
3. League matches consist of the best three (3) of five (5) games for varsity matches and the best two (2) out of three (3) games for junior varsity matches.
4. Pre-match warm ups period shall be divided as follows: First 10 minutes home team shall have the entire court; Second 10 minutes the visiting team should have the entire court. **[9/2012]**
5. The host school is responsible for providing scorekeepers and line people.
6. BAC Constitution and Bylaws Article 5, B, prohibits noise or distraction after the whistle to signal for the serve.
7. The J.V. League Champion is determined by round robin play.
8. See Appendix C for varsity playoff structures and determination of varsity league champions and NCS representatives.
9. Awards
 - a. Trophies:
 - i. Perpetual trophy to Varsity League Champion
 - ii. 6 All-Tournament trophies

- iii. 1 All-Tournament MVP trophy
- 10. All-Tournament Team: This team will be chosen from the semi-final and final playoff games and will consist of six (6) players plus (1) MVP.
 - a. The winning team will receive at least two (2) players.
 - b. Second place will receive at least one (1) player.
 - c. Each coach will submit a player that most impacted those games (two votes for opponent and one vote for one team). Coaches are not to vote for their own players; they can only vote for other team's players. [5/07]
 - d. The Sports Rep and Host School will be in charge of finalizing the All-Tournament Team.
 - e. Trophies will be awarded.
- 11. Playoffs: 1 official, 1 umpire and 2 linesmen shall be scheduled for all playoff Games. (Approved 3/06)
- 13. All-League Selection Process/Form: Appendix C

P. VOLLEYBALL (BOYS)

1. The NFHS Volleyball Rule Book is the governing authority.
2. The official ball will be National Federation approved high school volleyball.
3. League matches consist of the best three (3) of five (5) games for varsity matches and the best two (2) out of three (3) games for junior varsity matches.
4. Pre-match warm-ups period shall be divided as follows: first 10 minutes home team shall have the entire court, Second 10 minutes the visiting team should have the entire court. [9/2012]
5. The host school is responsible for providing scorekeepers and line people.
6. BAC Constitution and Bylaws Article 5, B, prohibits noise or distraction after the whistle to signal for the serve.
7. When there is no Junior Varsity division in Boys, varsity games will begin at 4:30 pm
8. The J.V. League Champion is determined by round robin play.
9. See Appendix C for varsity playoff structure and determination of varsity league champion and NCS representative. If there is a tie, Co-champions will be declared.
10. Awards
 - a. Trophies:
 - i. Perpetual trophy to Varsity League Champion
 - ii. 6 All-Tournament trophies
 - iii. 1 All-Tournament MVP trophy
11. All-Tournament Team: This team will be chosen from the semi-final and final playoff games and will consist of six (6) players plus (1) MVP. In each semi-final and final playoff game, each coach will submit a player that most impacted those games (two votes for opponent and one vote for one team) to the tournament director. The tournament director, sports rep, and participating coaches will select the all-tournament team players based on the voting. Trophies will be awarded:

- a. To one (1) player from each team that loses in the semifinal round. (Trophies to be awarded immediately following semi-final game)
 - b. Immediately following championship game to two (2) players on each team.
 - c. MVP will be selected from among the two (2) teams in the championship game.
(10/11)
12. Playoffs: 1 official, 1 umpire and 2 linesmen shall be scheduled for all playoff games. (Approved 3/06)
13. All-League Selection Process/Form: Appendix B and C

Q. WRESTLING (COED) - Refer to BCL East

APPENDIX A: League Playoff/Tie Break Procedures for Seeding Purposes only

1. A final date for League competition will be established in each sport. The Commissioner may grant exceptions to the deadline.
2. Each league's Athletic Directors Committee will determine bracketing for league playoffs.
3. There are no Junior Varsity or freshman and/or sophomore playoffs.
4. Each league will identify tie breaking procedures and place in the Sports Handbook.
5. **Tie Breaking Procedures:** if no other procedures have been established in the respective Leagues Sports Handbook, the following procedures will be used:
 - a. To break a tie for all seeds except the last seed (to be done in the following order):
 1. Head to Head competition
 2. Win-Loss record against all other teams in their order of league finish, beginning with the first place team.
 3. Games (not matches) won "head to head" against team(s) tied [Volleyball only]
 4. If 1, 2, 3 above do not break the tie, and then the tie-breaking draw done at the beginning of the school year will break the tie. The lower number drawn by a school breaks the tie and becomes the higher seed. The higher seeded team is determined as the home team.
 5. When three or more teams are tied, the draw will eliminate all but two teams. Repeat process a.1-4 above each time to determine a seed.
 - b. To break a tie for the last seeded position (to be done in the following order):
 1. Head to Head competition
 2. Win-Loss record against all other teams in their order of league finish, beginning with the first place team.
 3. Games (not matches) won "head to head" against team(s) tied with [Volleyball only]
 4. If two teams are tied, a tie-breaking game will be held between the two teams. Every effort will be made to secure a neutral site. If a neutral site cannot be secured, tie breaker drawing will be used.
 - 5.** When three or more teams are tied, the draw will eliminate all but two teams. Repeat process b.1-4 to determine last place seed.

APPENDIX B: ALL LEAGUE SELECTION PROCESS

Proposals to change the selection process or the names of the post season awards will not be accepted until the next NCS realignment cycle fall (2020). Approved changes must be made during the 2020 school year and will be in effect until the next NCS realignment cycle and each realignment cycle thereafter. [10/17]

BASEBALL See Appendix C for 1st, 2nd team and honorable mention.

1. In case of a tie in the league standings the tie breaker process will be used to determine the final league standings. [3/2017]
2. Coaches to vote on any special recognition awards. [3/2017]

BASKETBALL

1. See Appendix C for 1st, 2nd team and honorable mention
2. In case of a tie in the league standings the tie breaker process will be used to determine the final league standings. [3/2017]
3. Most Valuable Player (MVP)
 - a. Coaches nominate and place names on board
 - b. Each coach as 30 seconds to speak on each nominee
 - c. Questions/discussion will follow
 - d. Each coach will have one vote
 - e. Discussion
 - f. Coaches may change their vote
 - g. In case of tie, a re-vote will be taken.
 - h. If still tied, co-MVPs will be declared.

CROSS COUNTRY

1. 1st Team All-League is the 1st through 7th place finishers at the LCM.
2. 2nd Team All-League is the 8th through 14th place finishers at the LCM.

GOLF

Each coach will submit the top four players' stroke averages. If a coach feels that their fifth (5th) or sixth (6th) person will have a stroke average that may qualify; those may also be submitted. The Sports Representative shall keep an ongoing record. The top six (6) stroke averages will receive 1st Team All-League recognition and the next six (6) stroke averages will receive 2nd Team All-League recognition

LACROSSE – see BCL West

SOCCER

1. See Appendix C for 1st, 2nd team and honorable mention.
2. In case of a tie in the league standings the tie breaker process will be used to determine the final league standings. [3/2017]

SOFTBALL

1. See Appendix C for 1st, 2nd team and honorable mention.
2. In case of a tie in the league standings the tie breaker process will be used to determine the final league standings. [3/2017]
3. MVP Selection: All nominees will be presented (season stats, accomplishments, awards, etc.) allowing 1 minute for the coach to speak on the player's behalf. Coaches will then rank the nominees (#1 being highest ranked). Each nominee's rankings will be totaled. Nominee with the lowest "point total" will be the MVP. In case of a tie, there will be Co-MVPs. The MVP(s) are not eligible for the All-League team voting. All other MVP nominees can be re-nominated for the All-League teams. A coach must be present to nominate and vote. If multiple coaches from one school are present, only one may turn in MVP nominees (approved 12/04).

SWIMMING

1. 1st Team All-League is the 1st place finisher in each event at the League Championship Meet.
2. 2nd Team All-League is the 2nd place finisher in each event at the League Championship Meet.
3. Hardship appeals may be submitted at the "End of the Season Coaches' Meeting".

TRACK & FIELD (approved 3/05)

1. The athlete must appear in at least half the meets in a specific event to qualify for all-league in that event = 2 out of the 4 meets (i.e. 3 regular season meets and the Championship). The number of meet performances in that event would be the denominator used below in criteria #2 below to determine the athlete's average score.
2. After criteria #1 is met, the athlete with the highest **average** point score in an event is awarded All-League First Team honors; the athlete with the second highest average is awarded All-League Second Team honors. *Example:* Athlete A competes in the Triple Jump in two meets. She finishes first in one meet and third in the other = 16 points. Her Average is $16/2 = 8$. Athlete B competes in the Triple Jump in four meets. She finishes 2nd in one meet, 3rd in two, and 1st in another = 30 total points. Her average is $30/4 = 7.5$. Athlete A earns all-league first team. Athlete B earns all-league second team.
3. In case of a tie for either first or second team, the athlete with the better performance (faster time, longer distance, and higher height) is awarded the honor. *Example:* Athlete A competes in the Triple Jump in two meets. She finishes first in one meet and third in the other = 16 total points. Her Average is $16/2 = 8$. Athlete A's longest jump in these league meets is 31' 10. Athlete B competes in the Triple Jump in four meets. She finishes 2nd in two meets, 3rd in one, and 1st in another = 32 total points. Her average is $32/4 = 8$. Athlete B's longest jump in these league meets is 32'3. Athlete B wins the tiebreaker and earns all-league first team. Athlete A earns all-league second team.
4. Points will be assigned using the 10-8-6-4-2-1 (for 1st through 6th) regardless of the number of teams participating in a meet, i.e. even if team scoring uses a lower point scheme, this one will be used in calculating an individual's all-league points and averages in specific events.

VOLLEYBALL (approved 3/2017)

1. See Appendix C for 1st, 2nd team and honorable mention.
2. In case of a tie in the league standings the tie breaker process will be used to determine the final league standings. [3/2017]
3. Coaches vote via secret ballot for the league MVP.

WRESTLING (approved 5/11)

1. League individual champion will determine 1st and 2nd team all-league.

APPENDIX C: All League Format [3/2017]

The following format will be used for all the following sports:

<u>VOLLEYBALL</u>	<u>1ST TEAM</u>	<u>2ND TEAM (7/7 EACH)</u>	
1 PLACE	2	2	
2 PLACE	2	1	
3 PLACE	1	2	
4 PLACE	1	1	
5 TH PLACE	1	1	
6 TH PLACE	2	2	Honorable Mention (2)
<u>BASKETBALL</u>	<u>1ST TEAM</u>	<u>2ND TEAM (6/6 EACH)</u>	
1 PLACE	2	1	
2 PLACE	1	2	
3 PLACE	1	1	
4 PLACE	1	1	
5 PLACE	1	1	
6 PLACE	2	2	Honorable Mention (2)
<u>SOCCER/LACROSSE</u>	<u>1ST TEAM</u>	<u>2ND TEAM (12/12 EACH)</u>	
1 PLACE	4	2	
2 PLACE	3	3	
3 PLACE	2	3	
4 PLACE	2	3	
5 PLACE	1	1	
6 PLACE	2	2	Honorable Mention (2)
<u>SOFTBALL/BASEBALL</u>	<u>1ST TEAM</u>	<u>2ND TEAM (10/10 EACH)</u>	
1 PLACE	3	3	
2 PLACE	2	3	
3 PLACE	2	2	
4 PLACE	2	1	
5 PLACE	1	1	
6 PLACE	2	2	Honorable Mention (2)

ALL-LEAGUE SELECTION FORM

LEAGUE: _____ SPORT: _____

1ST TEAM

NAME	GRADE	POSITION (if applicable)	SCHOOL

2ND TEAM

NAME	GRADE	POSITION (if applicable)	SCHOOL

APPENDIX D: PLAYOFF FORMATS & MEDICAL PERSONNEL

Medical Personnel at the Championship Event

In accordance with the list of NCS Certified Medical Personnel, host schools shall provide 1 certified medical personnel for all championship contests (semifinals not included) **only** for the following sports listed below. If for some reason certified medical personnel are not present, the event will continue as scheduled. Exception: Boys Lacrosse certified medical personnel must be present before the contest begins. Sports where there are no gate receipts or participation dues, the host school shall pay for the certified medical personnel. (10/2019)

Volleyball-gate receipts

Basketball-gate receipts

B Lacrosse

Softball

Baseball

Soccer

Cross Country

Track & Field – participation dues

Swim – participation dues

Scheduling the Playoffs

If a school has both boys and girls teams in the tournament, then every effort is to be made to put those teams in back to back games to encourage fans to stay and support both teams. 1st seed plays in the late game unless the 1st criterion prohibits playing in the late game. Commissioner to work closely with the tournament director. [3/08]

Unable to Complete the League Schedule

- If a double round is unable to be completed, then the school with the best single round robin record will be declared the winner using the 1st competition with each school as the recorded contest. If there is a tie for first place, then the league champion tournament will decide the league champion. (1 vs 4) (2vs 3). **(5/2019)**
- If neither the single or double round league schedule can be completed, then a 4 team champion tournament will determine the league champion. (1 vs 4) (2vs 3) **(5/2019)**

One Division (up to 8 teams) - 4 Team Playoffs (Rev/approved 3/14/06)

The Varsity League Champion is determined by a single or double round robin play and will be awarded the perpetual trophy. If there is:

- a three way tie for first place, the league playoff tournament will determine the league champion.
- a two way tie for first place, head to head results between both teams will determine the league champion.
- a tie for first place and both teams are split with each other (head to head); a league co-championship will be awarded to both schools.

The winner of the playoffs is the automatic NCS Representative.

Note: Volleyball - Association line officials must be provided for the Semi/Finals of the playoffs.

Semi Finals (at host site):	1 st place vs 4 th place	(Game 1)
	2 nd place vs 3 rd place	(Game 2)
Finals (at host site):	Game 1 Winner vs. Game 2 Winner	(Game 3)

Two Divisions (9 teams) Sports: Volleyball, Soccer, Softball, Lacrosse, Basketball, Baseball
[rev/approved 4/2013]

1. Each Division will play double round robin within its division and single round robin in the other division.
2. Division 1 will be designated as the more competitive division
3. Home/Away competition will alternate each year between divisions unless division change occurs.
4. The winner of the playoffs is declared the League Champion, awarded the perpetual trophy, and is the automatic NCS Qualifier to the NCS Championship Series.
5. At the conclusion of each season the coaches will meet, discuss, and make a recommendation to the AD board what schools will be in Division 1 and Division 2 for the next year for boys/girls.
6. There will be 4 or 5 schools in Division 1 and 4 or 5 schools in Division 2 for both boys and girls. Division 1 & Division 2 will play an 11 or 12 game league schedule.
7. Girls/Boys may be in separate divisions. The sports rep will develop a tentative schedule acknowledging the no play dates and, where appropriate, have boys/girls playing opposite of each other, boys home-girls away and vice versa and submit the schedule to the BAC office for FINAL approval and distribution.
8. If necessary, the AD's will do an email vote to support or not to support (majority vote required). The AD's will make the final decision as to alignment within divisions.
9. If there are less than four (4) schools supporting JV teams in the BCL, then the JV teams will be placed on a Regional schedule and play the BCL East in a single round robin schedule and a double round robin schedule with the BCL.

PLAYOFFS: TOP four (4) teams in Division 1 & TOP two (2) teams in Division 2

1st round hosts determined by regular season matchups. (1/2015)

Division 1 - 1st place & 2nd place BYES

Game 1: Division 1 - 3rd place vs. Division 2 - 2nd place

Game 2: Division 1 - 4th place vs. Division 2 - 1st place

Game 3: Division 1 - 1st place vs. winner of Game 2

Game 4: Division 1 - 2nd place vs. winner of Game 1

Game 5: Winner of Game 3 vs. Winner of Game 4 for Champion/NCS Automatic Qualifier

One Division (11+ teams) – (rev/approved 3/14/06)

League shall be single round robin play. League champion determined at the end of league play. Exception: when 3 or more teams are tied for 1st place at the end of the league single round robin play, the playoffs will determine league champion and automatic berth to NCS. Home and away games will be alternating every year.

League champion is determined by round robin league play.

Top (8) schools at the completion of the single round robin play will enter into the single elimination playoffs. Playoffs determine automatic birth to NCS

Quarter Final (at higher seed):

- 8th place @ 1st place - Game 1
- 5th place @ 4th place - Game 2
- 7th place @ 2nd place - Game 3
- 6th place @ 3rd place - Game 4

Semi-finals (at host site):

- Winner Game 3 vs. Winner Game 4 - Game 5
- Winner Game 1 vs. Winner Game 2 - Game 6

Finals (at host site): Winner Game 5 vs. Winner Game 6 - Game 7

LEAGUE TROPHY- If there are co-league champions: 1st criteria-head to head results at the end of league play, if the teams split, 2nd criteria- the playoffs determine who is awarded the league trophy. If the league champions do not make it to the championship game, then the tiebreaker determines who is awarded the league trophy. Co-Champions will be listed on the team trophy by the school awarded the trophy.

Conference Softball Divisions: National and American BCL East (5/2013)

Each Division shall have a Sports Representative

- If even numbers of teams are participating, the Divisions must be balanced (same number of teams in each Division). If an odd number of schools are participating, then one division may have 1-one more team than the other Division.
- Each Division will play a double round robin within the Division.
- The Division Champions will be the winner of the double round robin play.
- If two teams tie for 1st place within the Division, a playoff game will be played to determine the Division Championships.
- In case of three or more ties for 1st place, see BCL East Sports Handbook.
- Each Division Champion will have an automatic berth in the NCS Softball Championships.
- Each Division will select an MVP and All Tournament players according to the BCL East Sports Handbook.

Every two years the Divisions may be realigned by the coaches sending the recommendation of realignment of the Divisions to the AD's for consideration. This process will occur again at the conclusion of the 2nd year (2015).

APPENDIX E: Tournament Directors Rotation (subject to change)

	19-20	20-21	21-22	22-23	23-24
FALL					
Cross Country- E/BCL	CPS	BENT	HRS	MWA	ATH
Cross Country - C/W	LW	UHS	UHS	SDS	URB
Boys Soccer-East	ATH	EPS	-----	-----	-----
Boys Soccer - BCL	CCC	FE	FC	CCP	CCC
Boys Soccer-Central	JC	I.H.S.	I.H.S.-Bay	DS	GHS
Girls Tennis -C/W	URB	MA	SDS	UHS	LW
Girls Tennis- E/B	BENTL	ATH	SJS	FC	CPS
Girls Volleyball- East	SJS	RC	RC	ATH	HRS
Girls Volleyball- West	UHS	SDS	MA	URB	CSH
Girls Volleyball-Central	I.H.S.	SFW	SFW	DS	JC
Girls Volleyball - BCL	MWA	GHS	CCP	HN	GSD
Girls Golf - Conf.	CSH	SDS	HN	SJS	URB
WINTER					
Basketball-East	RC	BENT	CPS-final	VC*	ATH*
Basketball-West	LW	SDS	URB	UHS	MA
Basketball-Central	SFW	BAY	JC	I.H.S.	DS
Basketball - BCL	CSD	CCC	FC	MWA	CCP
Girls Soccer-West	MA	LW	----	----	URB
Boys Soccer - West	MA	CSH	-----	-----	URB
Girls Soccer - Central	---	---	GHS	BAY	I.H.S.
Girls Soccer - East	----	----	----	----	----
SPRING					
Badminton - CONF	UHS	LW	SDS	CCP	I.H.S.
Baseball-West	CSH	MA	CSH	LW	SDS
Baseball-Central	I.H.S.	JC	SFW	GHS	BAY
Baseball- BCL	MWA	GSD	OME	CSD	FC
Golf-East	HRS	SJS	CPS	ATH	SJS
Golf-West	UHS	URB	BAY	SDS	CSH
Lacrosse - Boys	MA	HRS	UHS	CSH	MA
Lacrosse - Girls	LW	HRS	UHS	CSH	MA
Girls Soccer-Central	GHS	TBD	TBD	TBD	----
Girls Soccer - BCL/C	FC	MWA	MWA	CCC	SFW
Swimming -CONF	MA/BEN	UHS/LW	HRS/ATH	I.H.S./SJS	SDS/CPS
Boys Tennis- C/W	BAY	CSH	MA	DS	UHS
Boys Tennis- E/BCL	HRS	EPS	SJS	ATH	BENT
Track & Field-CONF	URB/SJS	CSH/SDS	FC/I.H.S.	LW/CPS	HRS/CSH
Boys Volleyball -EAST	CPS	SJS	VC	RC	HRS
Boys Volleyball - BCL	CCHS	URB	MWA	CCP	FC
Boys Volleyball - CENT	-----	---	I.H.S.	URB	
Softball W/C	URB	UHS	LW	BAY	URB
Softball E/B			HRS	VC	GSD

APPENDIX F: SPORTSMANSHIP COMPLAINT PROCEDURE (4/2013)

The purpose of the Sportsmanship Complaint Form is to formalize the lines of communication when dealing with incidents involving unsportsmanlike behavior. Hopefully, any problems can be dealt with “on the spot” between the two coaches. The form, however, provides a means to inform all the involved parties of any breaches of conduct by players, coaches or fans outside the confines of the contest (when the officials take charge of the contest and when the officials relinquish their responsibilities after the contest) per NFHS/CIF/NCS rules. It is important that the incidents be handled within the proper “chain of command” coach to coach, athletic director to athletic director, principal/head to principal/head in that order.

1. If a coach feels that an unsportsmanlike act has taken place before, during, or after a contest outside the confines of the contest itself, he or she should communicate with his/her Athletic Director. The A.D. will determine whether to have a Sportsmanship Complaint Form filled out in order to proceed with the complaint. The completed form will then be forwarded to the Principal/ Head of School for review. At that point, the Principal/Head may determine that the complaint should or should not be lodged with the offending school.
2. If the Principal/Head of School decides to go forward with the complaint, a copy of the Sportsmanship Complaint Form will be sent to the Principal/Head and Athletic Director of the offending school and the BAC Commissioner. The two Principals/Heads have the opportunity to resolve the issue, or have their A.D.s find a resolution.
3. If no satisfactory resolution can be achieved between the schools, the matter will be brought before a 3-three person panel made up of 2-two Administrators from another BAC league and the Commissioner. This hearing panel would convene within 7-seven working days to hear the complaint. If any penalties are awarded, the use of the NCS Ejection Policy penalties will be the hearing panels’ guideline.
4. If a hearing is required each school may bring witnesses and/or supporting information to support their position.
5. The hearing panel decision will be considered final. The hearing panel decision may not be appealed.

APPENDIX F: SPORTSMANSHIP COMPLAINT - continued

Please submit this form and written complaint to the Conference Commissioner, Principal/Head and AD of the offending school.

School Making the Complaint

Offending School

Date of Contest

Sport/Gender/Level

Nature of Complaint: check one

- Vandalism
- Fan Behavior
- Coaches Behavior
- Player Behavior
- Other

Resolved between Athletic Directors? Yes _____ No _____

Resolved between Principals/Heads? Yes _____ No _____

Attach a written complaint explaining the nature of the complaint, circumstances, issues, and full names, pertaining to the complaint. It is extremely important that all information be submitted and no new information be presented at a later date as this may delay the process and extend the 7-seven working days to convene a hearing panel.

Principal/Head Making the Complaint Date _____

Athletic Director Making the Complaint Date _____

Complaint Received by the Commissioner Date _____

Hearing Panel: Place _____ Date _____ Time _____

Hearing Panel Members

1. Commissioner

2. _____ School: _____

3. _____ School: _____

Decisions will be emailed or mailed to both Principals/Heads and AD's within 2-working days of the hearing date.

APPENDIX G: PROTEST PROCEDURE

ALL PROTESTS PERTAINING TO ELIGIBILITY, VIOLATIONS OF THE LEAGUE AND/OR NCS AND CIF CODE OF ETHICS, IMPROPER FACILITIES, OFFICIALS, OR ANY OTHER VIOLATION OF LEAGUE, NCS, CIF, OR NFHS SPORT RULES MUST BE FILED ACCORDING TO THE FOLLOWING PROCEDURES. **GAME OFFICIALS MAY SUBMIT NO PROTESTS REGARDING JUDGMENT CALLS.**

Failure to follow Steps 1, 2 and 3 listed below will result in the protest being disallowed and no action being taken.

1. **The protesting school must inform the opposing school and game officials immediately following the incident about which the protest may be filed.** The contest must be completed. All efforts should be made to reach a satisfactory conclusion of the difficulty. If a satisfactory conclusion cannot be reached, or if specific League prohibitions and sanctions are involved, proceed to Step 2.
2. **A written protest must be filed with the opposing school and game officials within 24 hours.** The protest must include:
 - a. A complete accounting of what occurred
 - b. The rule that has been violated.
 - c. The names and address of game officials.
3. **A copy of the written protest must be sent to the BAC Commissioner, the Head/Principal and Athletic Director of the opposing school within five (5) days of the initial protest.**
4. Within two (2) school days after receiving the letter of protest, the school or person about whom the protest is being made may file a statement concerning the incident. Copies of the statement must be sent to the Commissioner, Head/Principal and Athletic Director of the school making the protest.
5. At this point a resolution may occur between the two parties.
6. If a resolution cannot be made, the Commissioner will investigate and hold a hearing within one (1) week and will render a decision within two (2) days of the hearing. The decision will be in writing and will be mailed to all parties involved, and to the Heads/Principals of all League schools.
7. Either side of the dispute may appeal the decision of the League to the NCS Appeals committee.
8. If the protest is upheld, the contest shall resume at the point and time the protest was made.

APPENDIX H: CHECK REQUEST/REIMBURSEMENT FORM

1. Attach bills, receipts, invoice, etc. to this form
2. Complete this form and mail or email to BAC office:

Bay Area Conference, 600 Via Mirabel, San Lorenzo, CA 94580 or email to bacbcl4@gmail.com

Requested by (print name): _____

Signature: _____

Phone Number: _____ Date: _____

Amount: \$ _____

Description -- specify league, sport (if applicable) and category (facility rental, officials, etc.)

Payee: Name: _____
 Address: _____

FOR OFFICE USE ONLY

Check # _____ Amount: \$ _____ Date Mailed: _____

APPENDIX I: **PROPOSAL FORM**

Use template below (save as an original)

 Proposal Form Template

Appendix J: Emergency Action Plan for the BAC fall playoffs only

Currently and in recent years we have experienced conditions that have altered our processes for determining league champions and NCS automatic qualifiers. Fire, smoke, rain, electrical outages, is happening more often and during times of league playoffs and/or NCS playoffs in the fall.

In reference to AQI-the BAC has adopted the NCS AQI standard of care of when to start a contest and end a contest. (AQI-under 151)

Electrical outages do not preclude a school from participating. Each school can determine for themselves whether their students will participate, however, the BAC is obligated to forward to NCS our team and individual champions for participation at the NCS Championships. If a school chooses not to participate, then a forfeit will be assigned to that school/player so that the playoffs may continue.

All efforts will be made to reschedule playoff days that are affected.

Team Sports: Volleyball, Soccer

1. If unable to complete all league tournament semi-final contests, then the final league standings will determine the NCS Automatic Qualifier and League Champion. (Tie Breaker Draw will be used, if necessary)
2. If unable to complete the league tournament championship contest, then the higher seeded team will be the NCS Automatic Qualifier.
3. Soccer: Contests will start if the AQI is below 151. If at half-time the AQI goes above 151, then the contest will be stopped. The score at half-time will be the final score of the contest.
4. Soccer: If there is a tie score at half-time, the higher seeded team will be declared the winner.
5. If a school chooses not to participate according to the above standard of care, it will forfeit the contest and the playoffs will continue to completion.

Individual Sports: Cross Country, Tennis

1. If unable to complete all league tournament semi-final contests, then the final league standings will determine the NCS Automatic Qualifier and League Champion. (Tie Breaker Draw is used if necessary)
2. If unable to complete the league tournament championship contest, then the higher seeded team will be the NCS Automatic Qualifier.
3. If unable to complete the individual tournament, higher seeded players will advance to the NCS.
4. Cross Country: If the AQI is below 151 at the start of the meet the meet will continue. If however, the AQI goes above 151 in the following meet, then the entire meet will be canceled. Ex: boys meet AQI is 135. The meet will start. The following meet is the girls meet and the AQI is 151. The second meet is canceled.
5. Cross Country: If unable to complete the league schedule due to the above weather issues, the total points accrued will determine the league champion (league + tournament).
6. Tennis: If the AQI is below 151 at the start of the 1st game, the game will continue. If however, the AQI goes above 151 in the following game, then the entire match will be canceled and the higher seeded individual will be awarded the win.
7. The 50% participation rule is not in effect when these circumstances exist, however, no student should be added to the school roster that was not on the school varsity or jv roster at the beginning of the season.