

West Chester University of Pennsylvania

# “Recreation For All”



Welcome to Campus Recreation

## Intramural Sports Handbook

# Table of Contents

Program Components .....	2
Administrative Office.....	2
Message from the Director.....	3
Mission Statement.....	3
General Guidelines.....	5
Eligibility .....	5
Intercollegiate Teams Members .....	5
Former Intercollegiate Team Members.....	5
Sports Club Members .....	6
Professional Athletes.....	6
Divisions of Competition.....	6
Entry Procedures.....	7
One Team .....	7
Registration Fee .....	8
Captains' Responsibility .....	8
Captains' Meeting .....	10
Maximum Participants.....	10
Forfeits .....	10
Things that Constitute a Forfeit .....	10
Defaults.....	11
Playoff Participation Requirement.....	12
Adding/Deleting Players.....	12
Participation Without Entering a Team.....	12
Participation Behavior Statement .....	13
Sportsmanship Rating System .....	14
Protests.....	15
Inclement Weather .....	15
Health Insurance and Injuries .....	16
Alcohol and Drug Policy .....	17
Ethnic Intimidation Statement .....	17
Transportation .....	18
Intramural Sports All WCU Points .....	18
Awards .....	18
Campus Recreation Advisory Board.....	19
Intramural Site Supervisors.....	19
Intramural Sports Officials and Scorekeepers.....	19
Reserve Clause.....	20

**“Nothing ever comes to one that is worth having except as a result of hard work.” Booker T. Washington**

The Department of Campus Recreation at West Chester University, a department within the Division of Student Affairs, consists of seven components: intramural sports/extramural sports, informal recreation, sport clubs, special events, aerobics, outdoor recreation, and the Sykes Union Fitness Center.

**Intramural Sports:** Structured, competitive recreational leagues and tournaments in a variety of sports and activities provided throughout the year.

**Extramural Sports:** Structured, and competitive in nature, where our individual WCU intramural champions compete against other intramural champions from other institutions, or enter regional tournaments.

**Informal Recreation:** This is basically open recreation for the University community. All activities are unstructured in nature.

**Sports Clubs:** There are nine Sport Clubs at WCU. They range between competitive and instructional. They are self-governed and are funded through Student Government. Their representatives form the Sport Club Council.

**Special Events:** These are either one day or special tournaments organized throughout the year.

**Group Fitness:** This component emphasizes proper cardiovascular conditioning, either through high and low impact aerobics, step aerobics, or toning sessions.

**Outdoor Adventure Program (OAP):** The outdoor recreation component consists of organized outing trips and instructional clinics.

**Sykes Union Fitness Center:** Free access to all currently enrolled undergraduate and graduate students. Contains a full circuit of selectorized machines, cardiovascular equipment, and Olympic weights. Must complete equipment orientation before using the equipment.

**Director of Campus Recreation Programs–Dr. Stephen Gambino, Ehinger Gymnasium, Room 140**

**Department of Campus Recreation Programs Telephone Numbers:**

**Administration Office:** Ehinger Gymnasium, Room 132,  
610.436.2131

**Intramural Office:** Ehinger Gymnasium, Room 133,  
610.436.1REC (1732)

**“Exercise and recreation are as necessary as reading. I will say rather more necessary because health is worth more than learning.” Thomas Jefferson**

## **Message from the Director**

Welcome to West Chester University and the world of Campus Recreation! We hope that this handbook serves as a helpful resource for your continued enjoyment, participation, and socialization. It should answer your questions regarding participation and access to our programs. Our credo is “Recreation for all”; we continually strive to provide something for everyone. If you do not see anything which interests you, then by all means, drop in and we will discuss the possibilities. On the other hand, if there is something which does peek your interest, then bring a friend and become part of the West Chester “experience.”

On behalf of our Campus Recreation staff, I would like to cordially invite you to participate in our recreational sports programs. We are committed to making your “stay” at West Chester, a meaningful, positive, and leisurely enjoyable experience. We wish you all the best, and don’t be a stranger!

Yours in Recreation,

*Dr. Stephen Gambino*

Director, Campus Recreation

## **Mission Statement of the Department of Recreation and Leisure Programs**

The Department of Campus Recreation, housed within the Division of Student Affairs, contributes to the general mission statement of West Chester University. We believe that our primary emphasis is to provide education and support to the total developmental growth and overall well-being of the University community. To this end, we strive to provide a variety of quality opportunities, which foster personal, recreational, physical, ethical, and social development. These programs may be instructional, competitive, informal, social or any combination thereof. Through such programming, we believe we educate the University community towards a more positive, worthy use of their leisure time.

The goal of our recreational sports philosophy is paramount in providing programs which are designed:

- To provide a myriad of recreational sports programs, regardless of ability level or experience, which address the physical recreational and leisure needs of our diversified University community;
- To provide an acceptable recreational atmosphere conducive to a positive interaction between and among members of the University community;
- To provide the highest quality, as well as, safest recreational sports programs, equipment, facilities and committed personnel in order to affect a more positive recreational experience;
- To provide recreational sports programs and opportunities which hopefully assist in the recruitment of students;
- To provide recreational sports programs, whether informal or structured, whereby participants can witness, as well as, demonstrate ethical, moral and cooperative behavior;
- To provide educational recreational sports programs whereby all participants will experience an attractive alternative towards establishing a worthy use of leisure and self-awareness in their recreational pursuits;
- To provide individuals, especially students, with numerous opportunities for personal and professional development through participation in the recreational sports programs, whereby they will acquire management, interpersonal, and leadership skills;
- To provide recreational sports programs which promote the physical fitness and wellness concept associated with a healthy lifestyle;
- To provide leadership, as well as, cooperate with, and share knowledge and resources with our public services within the local community;
- To provide “recreation for all” whereby participants will experience and demonstrate fun, fun, fun!

*“It is more important that a [person] should play something ... even if [that person] plays it badly, than that [person] should go to see someone else play it well.” Theodore Roosevelt*

## GENERAL GUIDELINES FOR INTRAMURAL SPORTS PARTICIPATION

### Eligibility

All undergraduate students currently enrolled at West Chester University are eligible for participation in our Intramural Sports Program, providing they meet all other program guidelines. Interested undergraduate students may participate in our intramural sports program. Graduate Students, Faculty, Staff and Alumni are not eligible for participation since they do not pay an SSI student fee. Individuals participating in our intramural sports program will be responsible for their own eligibility. Individuals must provide their West Chester University identification card to the recreation staff person for each intramural game. If you fail to do so, you will not be permitted to participate in that game. Intramural team captains' will be held accountable for the eligibility of their participants listed on the intramural team roster. For more specific information regarding our intramural sports program, please see our Intramural Sports Policies and Procedures Handbook.

### Intercollegiate Team Members

Individuals who are currently members of a junior varsity or varsity sport team are **not eligible** for participation in that sport or related sport within our intramural sports program.

Individuals who are **ineligible** for junior varsity or varsity competition (i.e., red shirted, transfer rule, academic grades, injuries, etc.), but signed a letter of intent, attend practices, or practices with the team, will be considered **active members** of the team and therefore will **not be eligible** for participation in that sport or related sport within our intramural sports program.

### Former Intercollegiate Team Members

Individuals who have completed their collegiate athletic eligibility as determined by the NCAA in a given sport **will be eligible** for participation in that sport or related sport within our intramural sports program **after two complete academic semesters (not including summer sessions)** transpire (i.e., these individuals did not competitively

compete at the intercollegiate level for two academic semesters). When the above condition is in effect, **no more than two** former intercollegiate team members may be listed on the same team intramural roster for that sport or related sport in which they participated at the intercollegiate level. **These individuals must be identified on the roster as former intercollegiate team members.**

## **Sports Club Members**

Sports Club members **will be eligible** to participate in our intramural sports program, in the same sport or related sport, under the following conditions: 1) in a single sex activity no **more than two** members may be listed on the same intramural team roster, and 2) in a co-rec activity, only **one male and one female** club member may be listed on the same intramural team roster. **These individuals must be identified on the roster as current Sports Club members.** Previous Sports Club members **will be eligible** to participate in our intramural sports program, providing that they did not compete at the Sports Club level the previous academic semester (summer sessions not included). **Eligibility rules may vary for Special Events/Tournaments.**

## **Professional Athletes**

Our definition of “Professional Athletes” will be the following: 1) any individual/s who has received payment for playing, including appearance money, and 2) any individual/s who is recognized by the sport’s governing body as a professional. Professional Athletes **will be eligible** to participate in our intramural sports program, providing that they have not played or received payment for services for a period of five years.

## **DIVISIONS OF COMPETITION**

Competition is provided in ONE division of play; it’s called **Open or Independent**. The teams would include categories in: Residence Life, Greek Life, Student Organizations, and Commuters. There are three separate **LEAGUES; Men, Women, and Co-Recreation**. In the Co-Recreational League, equal number of men and women participate. There will be special rules for team sports in order to equalize competition.

Team sport entrants may choose to participate in **one of two leagues**. The **Competitive or “Purple” League** is designed for those individuals seeking a high level of competition. The **Recreational or “Gold” League** is a less competitively structured league.

The goal of our league structure is to have individuals enjoy competition at their current ability level. This permits individuals of greater or lesser ability to experience some measure of success and skill development, in addition to enjoying some positive lifetime leisure pursuit. With that stated however, it may be necessary to combine leagues in the event of limited entries.

League format, whether “Gold East/West” or “Purple East/West”, in the majority of sports, will be scheduled as a round-robin tournament (weather permitting). However, there will be some sports which will be strictly scheduled as a double elimination tournament.

## ENTRY PROCEDURES

Visit our web site and print out the team entry form or individual entry form, or stop in the Campus Rec Office of, Ehinger Gymnasium, Room 133, located on North Campus, and obtain an official team/individual entry form, during regular business hours (8:30 a.m. - 4:30 p.m.) Monday through Friday. Drop off completed team entry, with entry fee to the SSI Service Window in Sykes Student Union (ground floor). It is to your benefit that entry forms be submitted prior to all deadlines. **Team entry limits, i.e., teams which we can accommodate for play, will be listed on all publicity. Team entries received after the limit has been reached will be placed on a waiting list and will be included, if possible, on a first come - first served basis. ALL DEADLINES WILL BE STRICTLY ENFORCED! TEAM/INDIVIDUAL ENTRIES**

When completing a team roster, the captain **must** check the status of the participants. **Only currently enrolled undergraduate students are eligible for participation in our Intramural Sports program. All individuals listed on the roster must have a current, valid West Chester University identification card. These cards will be needed for verifying eligibility for participation. The Campus Rec Office reserves the right to change any team name which it finds to be offensive or in bad taste.**

## “ONE TEAM”

Individuals are **not permitted to play** with more than one team in the same sport, with one exception. You can play on a Greek team and one other team. An individual listed on the official intramural team roster

will need to be released by the captain prior to playing for another team. Our staff will not delete the player from a team unless we have permission from the captain. In Co-Recreational participation male and female individuals may play in a co-recreational league, even though they are playing on a team in the men's or women's league. **NOTE: All rosters will be frozen after the second game played.**

## REGISTRATION FEE

When entering a team in a structured league, you are required to submit a **\$35.00 registration fee**. When entering a team in an elimination tournament, you are required to submit a **\$20.00 registration fee**. This must be in the form of a check, made payable to **Student Services, Inc. (SSI)**. **All Financial Transactions are made at the SSI Service Window in lower level of Sykes.** A “**completed roster**” will be defined as having the minimal number of participants needed to field a team (each sport is different), with their phone number, WCU identification number, email address, signature, and a check or money order for the appropriate amount. If any of these items are not completed on the roster, then the roster **is not complete** and it will **not** be accepted.

## CAPTAINS' RESPONSIBILITY

Team captains' play a vital role in our intramural sports program, because they provide leadership and serve as an important liaison between the team and the Office. Individuals desiring to participate in a team sport are required to select a **captain**. It is encouraged that members of the team select a “**responsible member**” of the team to serve as team captain. It is also required to select a **co-captain**. Both of these individuals will be the official liaison between the team and the Office. The duties and responsibilities of the captain and co-captain are as follows:

1. To serve as the official liaison between the team and the Department of Campus Recreation.
2. Obtain and submit a valid team roster with all the required information, i.e., name, WCU ID number, email address, phone number,

and signature of team members with the registration fee by all designated deadlines.

3. Follow correct procedure for adding or deleting player/s.

4. Attend **mandatory captains' meeting** scheduled prior to the start of the season and other intramural sport meetings. **Failure to attend scheduled mandatory captains' meeting will forfeit eligibility in playoffs.**

5. Notify team members of all playing dates, times, and locations.

6. Notify team members of all general and specific rules of the intramural sport in which team has registered.

7. You are responsible for team members and spectators physical and verbal behavior, before, during and after play.

8. Become familiar with all officiating techniques as well as encouraging team members to become officials.

9. Consult Intramural Sports Policies and Procedures Handbook for information regarding rescheduling games, protests, ejections, defaults, etc.

10. Serve as a team leader and reflect the "WCU Spirit Code of Competition."

11. Contact the Office regarding team forfeiting a game. The Office will contact you if there are changes in time, day, location, etc. regarding postponement or cancellations.

12. Check team standings and inform team members of possible playoff berth.

13. Captain **must inform ejected player/s that the player/s must call the Office to make an appointment with the Director.** Player/s may request team captain to be present at meeting.

14. **Obtain refundable forfeit fee, if any, within ten (10) business days after the final championship game in that sport. You must present your receipt when receiving refund.**

15. Complete an assessment and evaluation form at the end of the season.

## CAPTAINS' MEETING

For every intramural sport there is a **mandatory captains' meeting**. Either the captain or co-captain **must be in attendance**. The meeting will address the general and specific rules of that intramural sport, location, player eligibility, etc., and that each captain must remain in constant communication with the Office. **Failure to attend the mandatory meeting will result in the team not being eligible for the playoffs.**

## MAXIMUM PARTICIPANTS ON ROSTER

The maximum number of participants on an official intramural team roster is thirty-five, although each intramural sport has a minimum number required. A captain may add additional participants to the team roster Monday through Friday, but **MUST BE 24 hours before next scheduled game.** (see specific section regarding **ADDING/DELETING PLAYERS**). **NO ADDITIONS TO THE OFFICIAL INTRAMURAL TEAM ROSTER WILL BE PERMITTED AT THE GAME SITE - NO EXCEPTIONS.**

## FORFEITS

An individual or team registering for league or tournament play, enters into a contract with the Campus Rec Office. The Campus Rec Office schedules games, reserves playing space, provides equipment and personnel, and notifies Public Safety and Emergency Medical Services. The captains' and individual participants meet their part of the contract by being ready to play at the scheduled time and by complying with the rules and regulations of play. We consider forfeiting a game, poor sportsmanship. **After a second forfeit the team/individual will be terminated from any further competition, including playoffs.**

### Things That Constitute a Forfeit

1. **Game Time:** There is no "grace period." **FORFEIT TIME IS GAME TIME!** We have specific time frames for intramural sport play. All games must end by a certain time; therefore we cannot permit a five or ten minute window for a grace period, especially when playing on the turf fields. The field lights are on timers.
2. **Number of Players:** If a captain cannot field the required number of players to start or finish a game, that team will receive a forfeit.

3. **Illegal Player/s:** Any individual/s playing in a game/s prior to their name being placed on the intramural roster **will be declared an illegal player/s**, and the game **will be forfeited**. **Teams found with an illegal player/s will receive a forfeit for every game that individual/s played**. No individual may be added to the intramural team roster once the rosters are frozen. **NOTE: All rosters will be frozen after the second game is played.**

4. **Assumed name:** Any individual/s playing under an assumed name **will be terminated** from further competition in our intramural sports program for a period of one complete academic year. **The individual/s will be considered an illegal player/s and the team will receive a forfeit for every game that individual/s played.**

5. **Double Forfeit:** If both teams fail to field the required number of players, then both teams will receive a forfeit. **These games will not be rescheduled.**

6. **Ejected Player/s:** It is the responsibility of the intramural team captain and team members to cooperate with game officials in controlling participants and spectators. **All ejected players and spectators must leave the game site immediately. If in the opinion of the game official the individual/s and team captain are not cooperating, a forfeit will be issued.**

7. **Verbal Abuse:** Consistent verbal harassment towards any Campus Rec Staff **will not be tolerated. A forfeit will be issued to either one or both teams. The decision will be based on the discretion of the Intramural Site Supervisor.**

## DEFAULTS

If a team has notified the Campus Rec Office and their opponent by 4:00 pm **the day before the scheduled game** that they cannot play, it will be considered a “default.” A team may **only default one game in league play**. **A team will be dropped from the league after a second default. No defaults will be permitted in playoffs or certain double elimination tournaments.** Captains’ of both teams **must notify** the Office that they are aware of the defaulted game. The defaulted game will count as a **no game for the team defaulting and a win for the opponent**. Defaults by any team will be considered when seeding for playoffs. **NOTE: Defaulted games will not be considered a forfeit.**

## PLAYOFF PARTICIPATION REQUIREMENT

Individuals listed on the official intramural team roster, **must have played in at least half of the scheduled regular season games**, in order to qualify for playing in the playoffs.

## ADDING/DELETING PLAYER/S

Only the team captain or co-captain may add or delete a player/s from the official intramural team roster. This can be accomplished at the end of the Captains' meeting or during the week in the Campus Rec Office. A captain may add additional participants to the team roster Monday through Friday, but **MUST BE 24 hours before next scheduled game.** **PLAYERS CANNOT BE ADDED TO ROSTER AT GAME TIME.**

**It must be done in person; nothing will be accepted over the phone.** Once the captain adds a player/s, **then that player/s must complete the items on the roster in the Campus Rec Office.** **NOTE: Even if a captain adds a player/s name to the team roster in the Campus Rec Office, that player/s cannot complete the items at the game site.** Any player/s listed on a team roster **will need to be released by the captain or co-captain of that team, prior to playing for another team. Our Rec staff will not delete a player from a team, unless we have permission from the captain. Note: All rosters will be frozen after the second game played.**

## PARTICIPATION WITHOUT ENTERING A TEAM

If you do not have your own team you may enter as an individual. Visit our web site and print out the Individual Entry Form. You will be contacted by the Campus Rec Office to attend a Free Agent Meeting. The Campus Rec Office will attempt to form teams from the individual entries if a sufficient number register; however, there is no guarantee. If enough individuals do register, then the individuals will be notified by the Campus Campus Rec Office regarding their playing status. This newly formed team will have to select a team captain and a co-captain, and submit a \$35.00 registration. **The captain or co-captain of the newly formed team must attend the captains' meeting.** In the event that not enough individuals register, then a list of these individual entries and their phone numbers will be made available. Individual entries not placed on a team must attend the captains' meeting.

# PARTICIPATION BEHAVIOR STATEMENT

A fundamental principle, which is strictly enforced in our intramural sports program, is “**Good Sportsmanship**”; it is vital to our program. The positive behavior exhibited by the participants is an important goal of our program. Hence, it is through the adherence of our regulations and the “**Student Code of Conduct**”, that our goals are achieved. The team captain is responsible for the physical and verbal behavior of all team members and respective spectators. Any player/s who is ejected from a game for unsportsmanlike behavior, receives an automatic two game suspension. **The ejected player/s must contact the Campus Rec Office in order to be reinstated into the league.** The ejected player/s **will not be eligible for any further participation until such meeting occurs. All ejected players must leave the building or the field of play.** Due to the severity of some exhibited unsportsmanlike behavior, the following criteria has been established by the Campus Rec Office.

## A. **Assaulting a Game Official (i.e., Supervisor, Referee, Scorekeeper)**

**First Offense** - suspension from participation in any intramural sport for a period of at least one academic semester but, not to exceed one academic year, plus processed through the University Judicial System.

**Second Offense** - suspension from participation in any intramural sport for the remainder of that student’s academic career, plus processed through the University Judicial System.

## B. **Unaccepted physical contact, commonly known as fisticuffs, to another participant during a game**

**First Offense** - suspension from participation for two games, plus University Judicial System.

**Second Offense** - suspension from participation in any intramural sport for one full academic semester, plus University Judicial System

**Third Offense** - suspension from participation in any intramural sport for the remainder of that student’s academic career, plus University Judicial System.

## C. **Unaccepted profanity/harassment toward Game Official, (i.e., Coordinator, Official, Scorekeeper) another player, or a spectator.**

**First Offense** - suspension from participation for two games

**Second Offense** - suspension from participation in any intramural sport for remainder of that semester

**Third Offense** - suspension from participation in any intramural sport for one full academic year

**NOTE: Ejected individuals will be subject to disciplinary action as stated in the “Student Code of Conduct”. Physical assault or abuse, and verbal threats of physical abuse are major violations in the “Student Code of Conduct”. The Campus Rec Office will prosecute to the full extent of the WCU judicial system. Any participant exhibiting behavior that shows a total disregard for the rules and regulations of our program will be liable for suspension. Only the team captain may act as the spokesperson to the Game Official (IM Site Supervisor) during play. The Game Official’s responsibility includes the authority to eject any player, coach or team spectator from the game or area. This also includes the authority to forfeit a game.**

## **SPORTSMANSHIP RATING SYSTEM**

For a team to qualify for the playoffs, they must accomplish the following:

- 1. Have the team captain or co-captain attend the Captains’ Meeting for that sport.**
- 2. Not forfeit 2 scheduled games in that sport.**
- 3. Finish the regular season in that sport with at least a “B” average in the Sportsmanship Rating.**

**Sportsmanship Rating will be based on the following:**

**“A”/4.0 - Excellent Conduct and Sportsmanship:**

Players cooperate fully with the Rec and Leisure Staff about rule interpretation and calls. The captain also has full control of team and spectators.

**“B”/3.0 - Good Conduct and Sportsmanship:**

Team members occasionally verbally complain about some decisions made by the officials and/or show minor dissension about the officiating.

**“C”/2.0 - Average Conduct and Sportsmanship:**

Team shows verbal dissent toward officials and/or the opposing team. Captain exhibits minor control over self, team, or spectators.

**“D”/1.0 - Below Average Conduct and Sportsmanship:**

Team constantly comments to officials and/or opposing team from the bench, field, or sidelines. The team captain exhibits little or no control

over self, team, or spectators. If a player is ejected from the game, the team will receive no higher than a “D” rating.

#### **“F”/0.0 - Poor Conduct and Sportsmanship:**

Team is completely uncooperative. Captain has no control over team or spectators. A team causing a game to be forfeited due to this type of behavior will be placed on official probation.

## **PROTESTS**

The only protest that will be permitted and recognized by the Campus Rec Office is one involving player/s eligibility for participation in an intramural sport. **The protest must be registered with the Site Supervisor immediately during the game.** The game will continue and that team’s roster will be checked. If it is determined that the player/s is ineligible, then that team will receive a forfeit. Judgment calls are not accepted as a protest. Questions that arise on the court or field of play concerning rules and interpretations are decided immediately by the IM Site Supervisor on duty. **The decisions of the IM Site Supervisor are final.**

The IM Site Supervisor is not an official. The IM Officials control of the play of the game. When significant questions arise, the team captain may request the IM Officials to hold play so the Intramural Site Supervisor may be consulted. Players and spectators are not to assault the Site Supervisor with questions and complaints. Rule clarification must be handled through the Officials by the team captain. Officials are instructed to consult with the Intramural Site Supervisor whenever they are unsure of an intramural rule

## **INCLEMENT WEATHER**

During inclement weather, decisions on postponements or cancellations of games/matches, will be made by the Campus Rec Office at **4:00 p.m.** for all evening matches **NO DECISIONS WILL BE MADE PRIOR TO 4:00 p.m.** Captains’ may call the Campus Rec Office at 4:05pm. However, the Campus Rec Office will make every attempt to notify the captains’ scheduled for play that day. Calls for weekend games will be made on the morning of. However, if the weekend forecast looks bad, calls will be made on Friday.

### **During the Course of a Game/Match**

If a game is stopped due to weather or darkness in the first half or prior to four complete innings in softball, the game will be replayed

from start. If a game is stopped at half time, the Campus Rec Office will schedule the second half at a later date. If a game is stopped in the second half or after four complete innings, the game will be determined as official and the score will be recorded.

If a match is stopped due to weather or darkness, match scores will be recorded at that time and will be scheduled to complete at a later date.

**Under no circumstances will a game or match be played if the field or court is deemed too dangerous for play by the Intramural Site Supervisor. If individuals agree to play among themselves under such conditions, then they do so at their own risk. The event will not be sanctioned by the Campus Rec Office.**

## HEALTH INSURANCE AND INJURIES

Since participation in our Recreation and Leisure program is on a voluntary basis, neither West Chester University nor the Department of Campus Recreation will accept responsibility for injuries sustained while participating in any aspect of our program. The program includes, but is not limited to, 1) intramural sports, 2) extramural sports, 3) informal recreation, 4) group fitness, 5) special events, 6) outdoor adventure, and 7) sport clubs. Medical costs are constantly increasing and the expense of an unforeseen accident can seriously jeopardize an individual's academic and/or professional career. The Department of Campus Recreation hopes that all participants are protected against such a misfortune and strongly recommends that individual's not currently covered by an medical insurance policy, obtain such coverage as soon as possible. West Chester University offers a health plan designed for students through **Consolidated Health Plans, and Nationwide Insurance**. For more information on this plan, or to enroll in this health plan, please follow this link, [www.consolidatedhealthplan.com](http://www.consolidatedhealthplan.com). For more detailed information regarding specific coverage, contact the Student Health and Wellness Center, 610.436.2509.

It is the responsibility of every participant to ascertain whether any health conditions make it inadvisable to participate in any given sport or activity. The Department of Campus Recreation does not assume that responsibility. It is strongly recommended that you obtain a medical release from your family physician or consult the Student Health and Wellness Center.

When an individual signs an official intramural team roster or an individual/dual entry form for any sport or activity, that participant

releases West Chester University and all officers or agents of West Chester University of any and all responsibility or liability, claims or demands from injury or personal property damage of others caused by a participant during or because of participation in an intramural-recreational sport or activity. Campus Recreation Intramural Site Supervisors are **certified in CPR and Basic First Aid**. In the event of any serious or life threatening injury, the Department of Public Safety will be contacted immediately. An ambulance may be dispatched **for transportation to the hospital. Cost for ambulatory transportation is the injured student's responsibility**. The majority of injuries sustained by participants are of a minor nature; these participants are referred to our Student Health and Wellness Center. The Department of Campus Recreation **must be notified** of any or all injuries sustained while participating in our recreational sports program. An accident/injury report will be completed at the time of the injury and kept of file.

## **ALCOHOL AND DRUG POLICY**

As stated in the Student Code of Conduct, possession or consumption of alcohol or drugs on the University campus is strictly prohibited. Appropriate action will be taken by the Department of Public Safety, which could result in judicial proceedings and having sanctions levied, including suspension from the University. A participant may be prohibited from playing in or ejected from a intramural game or recreational sports activity, for consuming alcoholic beverages either at the game site, or in sufficient quantity prior to the scheduled event which significantly impairs safe play in that intramural game or recreational sport. The decision to prohibit or eject a participant will be made by the Intramural Site Supervisor or official representative from the Campus Rec Office. The decision will be based solely on the judgment of the official representative and will not be considered grounds for a protest. It is the responsibility of the intramural team captain and team members to cooperate with game officials in controlling participants and spectators. A forfeit will be issued if in the opinion of the Intramural Site Supervisor such cooperation is not evident.

## **ETHNIC INTIMIDATION STATEMENT**

The Campus Rec Office will not tolerate any individual displaying a wanton act of “malicious intent” towards a particular race, color,

religion, or national origin of another individual or group. If an individual displays such behavior, the individual will be processed to the full extent through the University Judicial System. Any student impacted by this statement should immediately report the incident to the recreation staff.

## TRANSPORTATION

Bus shuttle service between North Campus and South Campus is provided for intramural sports participants, Monday through Thursday till 11:00 p.m. Scheduled departure times are posted in each residence hall, and on bulletin boards throughout the campus. Buses depart and return to North Campus from University Ave. & Church St., and Rosedale Ave. & New St. Departure and arrival at the Sturzebecker Health Science Center on South Campus is from the main lobby entrance. In the evening, bus drivers are permitted to make additional selected stops upon request at Sanderson Circle, Lawrence Center, and Church Street.

## INTRAMURAL SPORTS - All WCU POINTS SYSTEM

Teams participating in the intramural sports program will receive participation points, points for a win, playoff berth points, and final championship points. Working collaboratively with the InterFraternity Council, the Panhellenic Council, the Residence Hall Association, and the Independent teams, the Campus Rec Office will record and tabulate all points awarded. **Any team wishing to compete in the All-University points competition must notify the Campus Rec Office prior to the start of the league. In order to accumulate points throughout the entire academic year, teams must maintain their same name.** The IM Champions will receive recognition on their specific plaque which we be displayed in our Wall of Fame.

## AWARDS

Intramural Champions will receive T-shirts. Individual team members must participate in at least one-half of the team's scheduled games to be eligible for a T-shirt. Cups or plaques will be awarded to those teams which accumulate the most points within our WCU Point System.

## **Campus Recreation ADVISORY BOARD**

The Campus Recreation Advisory Programs Board is composed of interested students who participate in our Campus Recreation. The Board considers cases of unsportsmanship (ejections and reinstatements); assists in the formulation and modification of intramural policies and procedures; development of the intramural sports calendar of events; and is an excellent source of input for all aspects of the university recreation and leisure program. Members of the Board include representation from the Greek Life, Residence Hall Association, Student Government, Off-Campus and Commuter Association - **OCCA**.

### **Intramural Site Supervisors**

**Job Description** - The primary responsibility of the Supervisor is to oversee the intramural sport program. The Supervisor will enforce all rules and regulations, as well as, the philosophy of the Department of Campus Recreation.

**Job Qualifications** - The individual should have some prior knowledge of all intramural sports. The individual should demonstrate good communicative and leadership skills. The individual should exhibit the ability to act in an unbiased, mature, and supportive manner when interacting with other Campus Recreation staff, sports participants, spectators, and support staff. The individual should be willing to be flexible in the work schedule, including evening and weekend hours.

### **Intramural Sports Officials and Scorekeepers**

**Job Description** - Individuals are hired as officials and scorekeepers. The work schedule is flexible, including evenings and weekends. Specific responsibilities include, but are not limited to, attending officiating clinics, officiating of intramural sports, record scores of games, enforcement of all rules and regulations, and other recreational sports tasks as assigned.

**Job Qualifications** - Previous "officiating experience" is not mandatory, but is desirable. The individual should have some prior knowledge of the particular sport/s in which interest is shown. The

individual should demonstrate mature, responsible, good nature, and dependable characteristics.

**Office workers, Gymnasium Monitors, Track Monitors - see specific brochure for General Information.**

## **RESERVE CLAUSE**

The Department of Campus Recreation reserves the right to rule and make judgment on all interpretations pertaining to intramural sport rules and regulations, eligibility, or disciplinary action.

**Revised 6/2011**



**Welcome to Campus Recreation**

