

<b>Lower Macungie Youth Association</b>	<b>Section: Administrative</b>	<b>Original: February, 4th, 2024</b>
<b>Policy:</b>	<b>Guest Players for Organizational Travel Play</b>	<b>Revised: New Effective: March 3rd, 2024</b>

**1.0 Purpose**

- 1.1 To establish a process to adhere to Lower Macungie Youth Association’s Residency and Eligibility Policy.
- 1.2 Lower Macungie Youth Association participants will always take precedence over any outside participants.

**2.0 Scope**

- 2.1 The scope of this policy includes all Officers, Directors, Coaches, Officials, volunteers and participants in LMYA activities.

**3.0 Responsibilities**

- 3.1 The Sport Coordinator will be responsible for the administration of this policy.
- 3.2 Coaches shall be responsible for abiding by the rules of this policy.

**4.0 Definitions**

- 4.1 **Guest Players are players that are not on the roster of the team requesting a player.**

**5.0 Procedure**

- 5.1 LMYA will require that if a guest player is needed to make a roster viable for a tournament or game,
  - 5.1.1 Coordinator, Travel Coordinator, or Head Coach will have to ask for a player registered in the Lower Macungie Youth Association Softball Program **FIRST**.
  - 5.1.2 This process will start with talking to the player’s head coach first and asking permission from the coach,
    - NOTE: NOT THE PARENTS and/or GUARDIANS**
  - 5.1.3 The coach of the player will contact the parents and see if they are available.
  - 5.1.4 If they are, the parents will then reach out to the coach in need of the player.
  - 5.1.5 If there is not a LMYA registered player available, the coach will be permitted to reach outside of the program, but the same contact protocol must be followed.

**5.1.6** The LMYA coach must contact the player's coach first and have the coach ask the player's parents.

**NOTE:** The LMYA coach needs to start communication with the guest player's coach so they are aware of who and when their players are being asked to be a guest as a common courtesy. If the player outside of the program is available, they will have to fill out a waiver that LMYA will provide before the spring season. Insurance coverage is a very important concern for the LMYA program. The player's parents must sign the waiver stating LMYA is not liable for any injuries that may occur as a guest player. Coaches will have to get a form signed each time you use a guest player.

**5.1.7** To finalize the process, the coach will be required to contact the Travel Coordinator with the intention of using a guest player.

**5.1.7.1** If it is an LMYA player, a waiver is not required. If it is a player outside of the organization, The Travel Coordinator will need to know the following information:

**Player's Name**

**Parents' Names**

**Address and Phone Number**

**Name of Organization they are coming from**

**Player's coaches name and contact information**

**Copy of the signed LMYA waiver**

**5.1.8** This needs to all be presented to and approved by the Travel Coordinator before the player is eligible to play for your team.

## **6.0 References**

### **6.1 Code of Conduct**

### **6.2 Guest Player Waiver**