



HWS Intramural Captains Manual

Congratulations and thank you for your willingness to serve as a captain for one of our Intramural offerings. We look forward to working with you to create a fun and appropriately competitive environment for your upcoming Intramural sport. We strive to provide quality events to our participants while also creating a fun atmosphere for people to come together and share their love for a particular sport/event. You, as a team captain, play an integral part of helping us to create that type of culture. Below we have listed out expectations and further defined some areas within Intramurals for you as the captain to have to help you help us create a great culture within Intramurals!

Captain's Responsibilities

Captains or co-captains are the designated spokesperson for each team. When individual players or teams have concerns regarding program policies, league & tournament rules, or intramural staff decisions (i.e., officiating), captains are responsible for respectfully communicating these concerns with HWS REC intramural and professional staff.

1. Registering teams using IMLeagues
2. If required communicating team "colors" to intramural staff for game days
3. Updating rosters within the first two weeks a league begins.
4. Replying to the IMLeagues email if their team is not able to compete on game day.
5. Making sure teams are following HWS Recreation Intramural Sports policies & procedures and taking appropriate action if they are not and educating them on these rules and the sports rules.

Eligibility Rules

1. Must be a full-time student, graduate student, faculty, or staff member of HWS.
2. Current members of varsity or junior varsity intercollegiate sports or hardship athletes may not participate in their corresponding Intramural Sport or closely related sports.
 - a. If an Intramural sport occurs in the same semester as an intercollegiate sport or related sport those on the intercollegiate roster (via website) shall count as varsity athletes. Should they quit any time after the first game of the season they are still considered as part of that team until the following semester.
 - b. Any senior that has a season end in the same semester as an Intramural sport equal/similar to their varsity sport shall be classified as a varsity athlete until the following semester.
 - c. For questions on this please email Deven Siesel – siesel@hws.edu
3. Players may only compete for one team per sport unless all captains agree to veto this rule. Participants can play on multiple teams if there are multiple divisions in existence i.e., an open division and statesmen division would allow a Hobart student to play in both or same thing for a William Smith Student and a heron division.
4. A person who has received professional playing status in a particular sport may not compete in that sport or any related sport.
5. Participants are required to check-in with Intramural staff at each event. Intramural staff personnel may ask for an HWS ID at any point and time to verify identities. If you cannot produce one you cannot play.

League/Tournament format

- League Format = Sport is offered 1-2 times a week and will like last 1-2 months end with a single elimination playoff system
- Single Day Tournament = A single or double elimination tournament that starts and ends in one day and typically isn't more the 1-3 hours in length.
- Multi-week Tournament = A single or double elimination tournament that takes place over 2-4 weeks. It is a hybrid between leagues and single day tournaments.

- Ladder Tournament = Teams challenge each other and set up a time to play. They then report the results to Intramural staff to have it officially documented in IMLeagues to adjust the standings. Typically, the team in first place at the time the tournament ends wins. It is possible a playoff system could take place though.

Divisional Descriptions

- Open: Any Hobart or William Smith student may participate
- Co-Rec: Requires a certain number of Hobart and William Smith students to be on a team roster and actively compete on game days.
- Statesmen: Hobart Student -Only Hobart students may participate
- Herons: William Smith Student-Only William Smith students may participate

Sports Rules

Varies from sport to sport. These rules can be found in the sport description on IMLeagues, in the Handbooks & Manuals tab on IMLeagues, emailed to every participant of the sport via IMLeagues, and posted on our website

https://www.hws.edu/studentlife/wellness_intramurals_rules.aspx

Intramural Staff Names

Professional Staff = Deven Siesel & Judy Wentzel

Student Coordinators = Jay McCoy, Caitlin Cord, Joe McCoy, McKenna Colacino

Sportsmanship Expectations and Post-season Ramifications

Sportsmanship Rating System:

1. Each team will be given a sportsmanship rating by staff members.
2. A team must have an average score of 3.5 or higher to be eligible to earn any awards associated with that sport and could forfeit their ability to participate in playoffs
3. Special game situations: A team winning a game by way of a forfeit shall receive a score of 5. A team losing a game by way of a forfeit shall receive a score of 2.5 unless they give advance notice in which case, they will receive a 3.5

SCORE	PLAYER/TEAM ACTIONS	CAPTAIN ACTIONS	TRASH	ACTIONS BY ISTAFF
5 (Excellent)	Very respectful of IM staff, opposing players, and teammates. Games start on time; language was inclusive & non-offensive.	Respectfully communicates with IM staff to understand the rules and officiating decisions. Has strong relationship with team members and is able to anticipate/resolve conflict efficiently & effectively	No trash left behind	No actions were taken
4 (Good)	May vocally question some calls, but move on quickly, no major trash talk or curse words, game starts on time	Very much in control of self and mostly in control of team doesn't help intervene right away but before becoming an issue	Very little trash	1-2 minor warnings where play doesn't stop but officials got annoyed or had to tell players to knock it off
3 (Moderate)	No aggressive arguing with staff/teams makes a decent number of vocal comments about officiating, game started late	Good control of self but little control over team on minor issues and only intervenes to keep something from become major issue	Some trash	2+ minor warnings or 1 stoppage of play warning
2 (Poor)	Constantly verbally questioning calls, trash talking other teams, excessive cursing	Little control of self or team intervenes as a last resort to keep game going (captains must meet with Assist. Direct before next game or it will be a forfeit)	Lots of trash	2+ minor warnings & 1 stoppage of play warning
1 (Unacceptable)	Ejections of players, constant verbal dissent, constant trash talk, excessive cursing	Little control of self and no control of team doesn't intervene at all (captains must meet with Assist. Director before next game or it will be a forfeit)	Lots of trash	Several minor warnings or 2+ stoppage of play warnings
0 (Fighting)	Physical altercations, threatening comments, game gets too physical without actual fights breaking out	No control of self or team (All players must meet with Assist. Director before they are permitted to play any Intramurals)	Lots of trash	Game ended for sportsmanship reasons

Based upon team sportsmanship ratings HWS Recreation Administrative staff can conduct a meeting with team captains or individual players if it is believed to be necessary

Trash Expectations

It is expected that all team's pick-up the trash on and around the playing surface before leaving the area. Failure to do so can and will impact a team's sportsmanship score.

Jersey Color Expectations

Some of our sports due to the nature of how close teams interact or the lack of a barrier such as a net require teams to wear different colors from each other. This is to help our officials identify the two teams clearly and make the proper calls. It also helps teams tell each other apart more quickly to prevent any bumps in the natural flow of the game. If the sport, you are playing in requires this it will state it in the rules. Please be sure to coordinate your main color and secondary color or be prepared to wear pinnies.

Staff Interactions

We understand that Intramurals is competitive by nature. However, we expect that all participants are treating our staff with respect. We put several hours into planning, organizing, implementing, and running Intramural events so you can enjoy them. Our staff consists largely of students trying their best to oversee their peers in a competitive setting. You must maintain a spirit of the game throughout and keep negative comments and argumentative attitudes off our fields and courts.

How to Cancel Games Via IMLeagues

1. Go to the sport in IMLeagues.
2. Click on your team/access your team's page.
3. Find the game you wish to forfeit/cancel and click on it.
4. Find the blue cancel button toward the upper middle part of the page and click on it.
5. Type in your reason for forfeiting/cancelling the game and click submit. (This is important to fill out accurately as your reasonings will be factored in should your team face elimination from the sport via the forfeit policy.)