

<p>Foxboro Youth Football & Cheerleading, Inc.</p> <p>Standard Operating Policy (S.O.P.) FYFC-01</p> <p><i>Registration</i></p>	<p>Effective Date 4/8/25</p> <p>Supersedes S.O.P. Dated 3/4/20</p>
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POLICY

It is the policy of FYFC to offer the boys and girls of Foxboro, and EMAYFC (Eastern Mass American Youth Football & Cheer) conference approved surrounding towns, the opportunity to participate in football and cheerleading by registering through a fair and structured process, which abides by the rules of the EMAYFC conference and AYF (American Youth Football). FYFC will not discriminate against any applicant regarding race, color, sex, religion, physical handicap or disability, or national origin. So long as the applicant meets all applicable age, academic and medical guidelines spelled out in the AYF rulebook, or covered by FYFC By-laws or S.O.P.'s, he or she is then eligible to register for the upcoming season.

Standard Practices

1. An open **online** registration period will be set by the Board of Directors to begin in March allowing ample time to prepare for the upcoming season. This registration will be publicly announced and advertised through a variety of media outlets, handouts or mailings and the FYFC website. In the order of fairness registration is done on a first come basis with Foxboro children given priority placement on teams or squads should children from surrounding towns be accepted.
2. Teams and squads are based on both age and school grade (Refer to S.O.P. FYFC-03 regarding team placement)
 - ◆ Children in grades 2 through 8 as of September of the current year may register for tackle football.
 - ◆ Children ages 4 through 14 as of July 31st of the current year may register for cheerleading.
 - ◆ Children in grades Kindergarten through 4 as of September of the current year may register for flag football (if offered).
3. A registration fee will be set by the Board of Directors to cover most of the costs associated with successfully running the program.
 - ◆ Fees will be set for individuals as well as a family plan (two or more participants). Flag football is excluded from a family plan.
 - ◆ Discounts for early registration may be offered.
 - ◆ Fees may include a refundable volunteer fee per participant. (Refer to S.O.P. FYFC-02 regarding refunds)
 - ◆ There may be a mandatory fundraiser charge per participant.
 - ◆ Fees may be paid by cash, debit or credit card. Payment by check requires pre-approval. A surcharge will be assessed for returned checks and must be paid to secure your registration.
 - ◆ Financial aid in the form of scholarships or payment plans is available for families in need. No child will be refused the opportunity to participate due to financial hardship.
 - A) This is confidential information and will be arranged by the President of FYFC.
 - B) Parents of financial aid participants may be asked to volunteer or help the program in exchange for aid.

4. In addition to payment, parents are required to complete paperwork at registration. Other items will be required later prior to July 15th for children to begin practice and to be issued equipment. (Refer to S.O.P. FYFC-06 regarding paperwork and equipment issue)
 - ◆ **Required for registration to be complete:**
 - A) Completed AYF Official Player Packet form.
 - B) The original birth certificate if their son/daughter is a first-time participant. FYFC retains League stamped copies for repeat participants.
 - C) A physical exam form dated no earlier than January 1st of the current year.
 - D) Final report cards (complete with all terms grades) from the current school year.
 - ◆ Paperwork deadline dates will be communicated to the parents of registered children through email, the FYFC website, or social media notices.
5. The parent handbook will be issued after registration. Parents may be required to attend a mandatory meeting with select FYFC board members prior to the start of the season for an overview of FYFC policies, code of conduct/expected behavior, and participation requirements.
6. Late registrations (after the open online cutoff date) may be accepted and may be subject to late fees and possible placement on waiting lists.
 - ◆ The FYFC Board will determine the cutoff date and the amount any late fee.
 - ◆ The President and Cheerleading Coordinator have the discretion to waive a late fee if it is in the best interest of all those involved.
 - ◆ Registrations will not be accepted after August 1st for tackle football, cheerleading and travel flag football of the current year unless:
 - A) Additional participants are needed to meet or maintain the minimum roster requirements of a team or squad.
 - B) The FYFC board at its sole discretion determines that circumstances exist which may permit acceptance of registration after August 1st.
7. With very few exceptions, registration fees are non-refundable. (Refer to S.O.P. FYFC-02 regarding refunds)

Policy Modification and Termination Rights:

FYFC reserves the authority to modify, amend, suspend or discontinue this policy, including its standard practices and administrative procedures, at any time at its sole discretion.

Approved by the Board of Directors