

PARTICIPANT HANDBOOK



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DUKE RECREATION AND PHYSICAL EDUCATION

Mission Statement

The mission of Duke Recreation & Physical Education is to provide exceptional and diverse opportunities that promote healthy active lifestyles in a safe, inclusive environment.

Team Values

Communication, Integrity, Teamwork, Healthy Lifestyles, Fun, Safety, and Inclusiveness.

Commitment to Inclusion

Inclusiveness is a key value of our team and creating a safe, inclusive environment is a key component of our mission statement. We are constantly striving to meet the needs of the Duke Community and we are committed to helping you find your fit.

We believe in Duke's Commitment to Diversity and Inclusion, and we need your feedback on ways that our department can continue to support positive change. If you have any recommendations or questions about facility access, please contact the Director of Recreation Facilities. If you have any recommendations or questions about adaptive programming, please contact the Managing Director of Recreation Programs.

Anti-Racism Commitment

In the summer of 2020, Duke Recreation and Physical Education formed the Anti-Racism Commitment Group in response to ongoing racial injustice and police brutality. The group's mission is to build awareness and leadership around anti-racism by generating transformative conversations, tangible changes, and experiences by assessment, intentional actions, and holding our community accountable. Currently, we are in the process of evaluating our department's staff culture, policies, and practices. We plan to utilize our findings to identify areas of growth and positive change for our staff and the communities we serve. We welcome you to contact us by emailing Executive Director Felicia Tittle if you are interested in learning more, providing feedback, or sharing personal experiences that will help us in our work.

Facilities

Wilson Recreation Center

330 Towerview Road
Durham, NC 27708
Front Desk: (919) 613-7489

Brodie Recreation Center

20 Brodie Gym Drive
Durham, NC 27705
Front Desk: (919) 613-7534

Card Gym

330 Towerview Road
Durham, NC 27708
Front Desk: (919) 613-7489

Cohan Fields

148 Bassett Drive
Durham, NC 27708

East Campus Tennis Courts

20 Brodie Gym Drive
Durham, NC 27705
Front Desk: (919) 613-7534

Intramural Building

208 Wannamaker Drive
Durham, NC 27708

Pascal Fieldhouse

200 Brooks-Pascal Drive
Durham, NC 27708

Sheffield Tennis Courts

204 Wannamaker Drive
Durham, NC 27708

Taishoff Aquatics Pavilion

330 Towerview Road
Durham, NC 27708
Front Desk: (919) 613-7489

PROGRAM OVERVIEW

What are Intramural Sports?

Intramural Sports is a program area within the Duke Recreation and Physical Education department, under Duke Athletics. We provide free opportunities for members to participate with and against other members of the Duke Community in a variety of fun and unique recreational activities. Throughout the year, we offer a wide range of team and individual competitions, that are open to participants of all skill levels. You do not have to pay additional fees to register for intramural sports. All participants must have an active [Duke ID Card](#) and a [Rec & P.E. Membership](#) to play. Participants are encouraged to join or form their own teams with friends, residence halls, or clubs/organizations.

Why participate?

Participating in intramural sports is a great way to stay active and engaged, de-stress from the classroom, build long lasting friendships, and develop lifelong skills! Join a team because simply put: it'll be fun!

How do I join?

To view our current sport offerings, you must create an account on IMLeagues.com/Duke. Once you create an account, you can view all the current semester offerings, registration dates, event dates, and sign-up to participate! More details can be found in this guide under [Registration](#).

Intramural Participant Guide:

This guide serves as a resource of policies and procedures to assist members who participate in Intramural Sports. It is the responsibility of each captain, team, spectator, coach, and participant to read, understand, and comply with these procedures, along with the policies and procedures of Duke Recreation and Physical Education, Duke Athletics, and Duke University.

The Intramural Sports program strives to provide a fun, safe, and fair environment for all students, faculty, and staff members to feel welcome. For questions regarding sport offerings, policies and procedures, or general concerns, please contact the Intramural Sports office by emailing intramurals@duke.edu.

Assumption of Risk

The health of individuals participating in Intramural Sports is their own responsibility. Physicals and physician approval are not required to participate; however, the Intramural Sports staff strongly suggests that each participant be aware of their own abilities. Intramural captains are responsible for informing teammates of the individual participant's responsibilities in this matter. Due to inherent risks involved in playing Intramural sports, all participants will be required to sign a(n) individual / team waiver of liability before playing.

PROFESSIONAL STAFF

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Vacant

Director of Sport Programs

REGISTRATION

IMLeagues

All participants must register through [IMLeagues](#) to participate in Intramural Sports events. IMLeagues is an online, web-based registration and scheduling system used to manage intramural events. It is where captains create teams and players join their roster. Sport schedules, game results, league standings/rankings, playoff brackets, and more are posted and available on IMLeagues.

How to create your account on IMLeagues:

1. Go to imleagues.com/duke and create your account using your Duke email address.
2. You will be sent an activation email. Click the link in the email to login and activate your IMLeagues account.
3. Select Duke University from the "school/organization" drop-down, then proceed to login.
4. Once you've logged in, select the "Sports" button with the home icon at the top of your user homepage.
5. You will now be able to see information on the homepage about current and/or upcoming sports.

To create a team on IMLeagues:

1. Browse the homepage to find the sport(s) you want to play in.
2. Choose the league you wish to play in (i.e. Women's, CoEd, Open, etc.).
3. Determine the division you'd like to play in (Monday 5pm, Tuesday 5pm, etc.).
4. Click the "Create Team" button.
5. Pass the mandatory captain's quiz using the Intramural Sport Participant Handbook and sport specific rules.
6. Enter your team name and add your optional team logo.
7. Click "Create Team".
8. Team captains can invite members to their team by clicking "Team Options" and then "Invite Members". Any invited member must accept the invitation to join the team.
 - a. If a team member has already registered on IMLeagues: search for their name and invite them
 - b. If a team member has NOT registered on IMLeagues: scroll down to the "Invite by Email Address" box and input their Duke email address

Leagues are filled on a first-come, first-serve basis once the registration period opens. For team sports, your team must meet the minimum participation requirements to be moved from the waitlist and into a spot.

FREE AGENTS

A free agent is defined as a person who wants to participant on a team sport but is unable to form a team or is looking for a team to join. Free agents can join a team through various methods:

- A. Team captains can go through the free agent lists on IMLeagues and invite players to join their team.

- B. Using IMLeagues, participants can register themselves as free agents in particular sports and contact team captains in an attempt to find a team to play on.
- C. The Intramural Sports office might attempt to place free agents on teams in need of players or group together free agents to form a team.

How to sign-up as a free agent on IMLeagues:

1. First, create your IMLeagues account (see steps on page 5 under Registration).
2. Click "Join as Free Agent" for desired sport league and division.
3. Complete the "Additional Information About Yourself" section. This will help the captain get to know you prior to them messaging or selecting you to participate on their team.
 - a. You can list yourself as a free agent in as many divisions within a league as you'd like. You will be visible to all members of the site and can request to join teams.

We strongly encourage that free agents attempt to form teams themselves by contacting Team Captains or other free agents on IMLeagues. There is no guarantee of placement for free agents.

TEAM CAPTAINS

Upon registration of a team sport, a team captain must be designated on IMLeagues. By default, the person creating the team assumes responsibilities of team captain. This person will be the main contact between the Intramural Sports staff and the team.

Captains are responsible for the following:

- Registering the team with eligible members and completing a captain's quiz.
- Inviting team members to join the official IMLeagues roster.
- Verifying the eligibility of each team member on the official IMLeagues roster and the eligibility of team members signing up at the game site (see [Eligibility](#)).
- Knowledgeable of all Intramural Sport rules and policies and communicating that information to all players.
- Checks the game schedule daily; informs all team members of game dates, times, and any scheduled changes.
- Ensures that all team members bring a valid Duke ID to every game.
- Attends pre-game captain's meetings and serves at the team's liaison with game officials.
- Ensures all team members, coaches, and spectators demonstrate excellent sportsmanship and refrains from displaying unsportsmanlike conduct.
- Pay all team forfeit fees charged to the team captain.
- Cooperating with the Intramural Sports staff at the game site concerning ejections, protests, incidents, and/or accidents that may occur.
- Acts as a spokesperson on and off the playing area. Communicates with the Intramural Sports staff throughout the season about any problems or concerns. This includes frequently checking and responding to emails sent by Intramural Sports.

ELIGIBILITY

Intramural Sports are open to all Duke Recreation and Physical Education members. Members must have an active Duke ID card. All individuals who meet the eligibility requirements for participation in the Intramural Sports program are encouraged to participate and may participate in accordance with their personal gender identity and expression. Eligible participants must be registered on IMLeagues. It is the responsibility of the team captain to ascertain the eligibility of their players prior to game time. The following individuals are eligible to participate in Intramural Sports activities:

1. Duke University students currently enrolled in at least one (1) fee-bearing credit
2. Duke University faculty/staff that possess a current Duke Recreation Membership
 - a. The Duke University Intramural Sports program defines faculty and staff as all current faculty and staff and visiting professors at Duke University who are paid through the university payroll department.
3. Any Duke University part-time or full-time affiliate or intern employed through various departments that possess a current Duke Recreation Membership
4. Legal Spouses of any of the categories mentioned above that possess a current Duke Recreation Membership

For more information about memberships, please visit our webpage:

<https://recreation.duke.edu/membership>

Gender Identity Inclusion

The Intramural program within Duke Recreation and Physical Education holds the equality and inclusion of its participants in the highest regard. Every participant has the right to an unbiased, fair opportunity to participate. When an activity requires a gender designation such as Women's or Coed, an individual may participate in accordance with their personal gender identity and expression, regardless of medical treatment or hormone replacement therapy.

If an individual wishes to participate in a Coed or Women's league and does not identify with a particular gender, the Director of Intramural Sports, the Center for Sexual and Gender Diversity, and the Office of Institutional Equity will provide resources and direction on a case-by-case basis.

In addition, if participants choose to compete in extramural events, cases will be resolved based on applicable National Governing Body Policies. All information regarding student identities and medical information will be kept strictly confidential.

Olympic/Professional Athlete Policy

Olympic athletes are considered individuals who competed for their country in the Olympics or World Championships, but not the Olympic Trials. Professional athletes are defined as people who have been paid to participate in a sport, under contract with a professional team, included on a professional team roster, practiced with a professional team and/or compensated for trying out for a team

Current/former Olympic and professional athletes are not eligible to participate in their respective or alike intramural sport activity until a period of two calendar years of ineligibility has passed. Olympic athletes may only compete in the "A League" or "Competitive League."

Intercollegiate Athlete Policy

Intercollegiate athletes are defined as individuals who are practicing or competing with a team recognized by the Department of Athletics as a varsity sport. Included in this rule are red-shirt athletes.

Current intercollegiate athletes are eligible to participate in Intramural Sports activities unrelated to their current sport. Any current member of a varsity team or anyone listed on any athletic roster is not eligible to participate in their respective or alike intramural sport activity.

Former intercollegiate athletes are eligible to compete in their related intramural sport activity after one calendar year of completion of all activities for the Department of Athletics

Current/former intercollegiate athletes may only compete in the “A League” or “Competitive League.”

Sport Club Athlete Policy

Sport Club athletes are defined as individuals who are dues-paid members, listed on a Sport Club roster, practicing, or competing with a team recognized by the Duke Sport Clubs program within Duke Recreation and Physical Education.

Sport Club athletes are eligible to participate in their respective or alike intramural sport activity, but a limited amount of Sport Club athletes are permitted per roster based on A-League or B-League participation (A-League: 100% equal to the minimum roster requirement; B-League: 50% or less equal to the minimum roster requirement). Sport Club athletes MAY NOT participate within a C-League when offered for their alike sport. Please see the grid below for more information:

Intramural Sport	Alike Sport Club	A-League Classifications Maximum Allowed	B-League Classifications Maximum Allowed
Flag Football	Rugby	7	3
Soccer	Soccer (Men/Women)	7	3
Volleyball	VB (Men/Women)	6	3
Ultimate Frisbee	Ultimate (Men/Women)	6	3
Tennis	Tennis (Men/Women)	2*	1*
Basketball	Basketball (Men/Women)	5	2
Softball	Baseball	9	4
Wallyball	VB (Men/Women)	4	2

*Tennis – numbers listed are for Doubles play only. A sport club athlete MAY NOT participate in any Singles, B-League Classification – MAY only participate in a Singles, A-League Classification when playing within a singles league.

Illegal Participation

Teams found to have participants not following the eligibility policies may have games forfeited to its opponent, regardless of the outcome of the contest. The participant(s) in question may be suspended from that specific team, all Intramural Sports activities and/or Recreation & Physical Education facilities for any length of time deemed appropriate. The Intramural Sports office reserves the right to investigate the eligibility of any participant at any time. **NOTE:** Captains believing that the opposing team has ineligible players are highly encouraged to file a formal protest with the Intramural Sports program. (See more information under [Protests](#))

IDENTIFICATION POLICY

All participants are required to present their Duke University identification card prior to every contest (physical and mobile ID are both accepted). Failure to do so may result in team forfeiture. **Participants will not be allowed to play without the proper ID that has all information, including the picture clearly visible.** Misuse of an identification card (borrowing, lending, counterfeiting, altering, etc.) is a violation of the Duke University DukeCard policy. Misuse of a Duke ID card will result in a forfeit for that team, ejection from the league, and a scheduled meeting with an Intramural Sports professional staff member. For more information on DukeCard policies, please visit dukecard.duke.edu.

LEAGUE OFFERINGS

At the beginning of each semester, the Intramural Sports program will advertise the sport leagues and special tournaments that will be offered. At that time, a team captain will be responsible for registering their team for the day and time they are able to participate. League sports normally take place Monday through Thursday from 5:00pm-11:00pm and Sunday from approximately 1:00pm-11:00pm; all days and times are subject to change.

Intramural Sports provides several different league options for participation. Each sport will have some (but not all) of the below offerings:

Women: any female identifying participant, regardless of their skill level, may join this league.

First-Year: any student classified as a first-year may participate in this league, regardless of their skill level. There are no gender ratio requirements for this league.

CoEd: these leagues require a minimum number of male and female participants playing at all times. Please refer to the sport specific rules for the gender ratio requirement.

Open: any participant, regardless of classification or gender identity, can join and play in this league. There are no gender or participation restrictions.

Individuals may participate on one single gender league, including Open divisions, and one Co-Rec team. All violators will be suspended from further participation in that sport for the remainder of that season, including the postseason. Teams may also be penalized for using ineligible participants.

COMPETITION LEVELS

Leagues are designed to provide an opportunity for our participants to compete against players with similar skill and interest level. Each team or individual is encouraged to select the league which best suits their abilities and interests. For many of our league sports, we offer two levels of competition:

Competitive or “A” Leagues: designed for participants who are looking for a competitive match up against other teams. Teams who enter a competitive league may have participants who are more experienced, such as former varsity athletes or those highly skilled in that sport.

Recreational or “B” Leagues: designed for participants who are looking to participate in games/matches for fun. Teams who enter a recreational league may have participants that consider their skill level as intermediate or beginner.

LEAGUE AND TOURNAMENT STRUCTURE

League Sports

League sports normally take place Monday through Thursday from 5:00pm-11:00pm and Sunday from approximately 1:00pm-11:00pm; all days and times are subject to change. Following registration, a team’s regular season schedule is viewable on IMLeagues and can be accessed from their team’s home page. After the conclusion of the regular season, a single-elimination post-season tournament will follow.

Tournaments

Tournaments and special events are periodically hosted throughout the semester over one or two days, typically on weekend days (Friday, Saturday, and/or Sunday). Times are subject to change based on final registration. Tournaments can be single or double elimination, depending on the format, time, and facility constraints.

Rescheduling Games

Due to various factors, such as facility space, time constraints, and staffing, **a team’s regular season and playoff games will not be rescheduled for any reason other than weather or facility issues.**

All games within league sports are scheduled in a format that teams are signing up for a specific time and day for their games each week. The Intramural Staff will make every reasonable effort and attempt to reschedule games in the event of weather cancellations, religious holidays, emergencies, or unforeseen circumstances.

TEAM NAMES

All team names and/or logos are subject to review by the Intramural Sports staff. The Intramural Sports Program reserves the right to change any team name or logo that is deemed inappropriate or offensive to participants, including but not limited to:

- abusive, vulgar, or profane language.
- sexual connotations.
- racist or offensive language as it pertains to religion, gender, ethnic background, sexual orientation, or any other student group on campus.

- references to drugs, alcohol, or violence.
- verbiage that may affect programming (i.e. “no game this week”, “game cancelled”, “forfeit”, “bye week”, etc.)

Please use proper judgement and good taste when selecting names and/or logos. If you are unsure if a team name or logo is acceptable, contact the Intramural Sport office.

If a team name is deemed inappropriate, the team’s name will be changed to “Team” and the captain’s first and last name (i.e. Team Jon Scheyer). If the Intramural Sports staff has to alter a team name, there will be no opportunity to change it.

If a team name is repeated within the same sport, it will be the team name followed by the captain’s last name (i.e. Team Blue Devils – Krzyzewski)

Team names accepted in previous seasons are not guaranteed future approval.

TEAM ROSTERS

All team rosters must be created on IMLeagues. The captain must invite eligible individuals to join through IMLeagues. Team captains can invite members to their team by clicking “Team Options” and then “Invite Members”. Any invited member must accept the invitation to join the team.

- a. If a team member has already registered on IMLeagues: search for their name and invite them
- b. If a team member has NOT registered on IMLeagues: scroll down to the “Invite by Email Address” box and input their Duke email address

Eligible individuals may also request to join the team through IMLeagues by searching for the team’s name; however, it is the captain’s responsibility to log in and accept this individual onto the roster in order for that individual to be able to participate. **Participants should be added and listed on their team’s roster before the start of their game.**

Leaving a Team

Players may leave their current team once they have joined, but only if that player has not checked into and played in a game. This is in place to prevent players continuously switching from team to team to increase playing opportunities.

Playoff Rosters

All rosters are locked after the final regular season game. No additions to rosters may be made during the playoffs. The Intramural Sports program will review situations on a case-by-case basis if a team requests to add players after the regular season. Team captains must contact the Intramural Sports Office (intramurals@duke.edu) at least 24 hours prior to a playoff game for the case to be considered.

UNIFORMS AND JEWELRY

1. Wearing jewelry is prohibited during all Intramural activities. Participants reserve the right to choose not to play if they do not want to remove all jewelry. Participants wearing medical alert tags must tape them down if they wish to play.
2. Closed-toed, athletic shoes are required in any Intramural Sport activity.
3. **Teams listed as the Home team on the schedule will be required to wear light colored jerseys and teams listed as the Visitor team on the schedule will be required to wear dark jerseys.**
 - a. **No gray shirts are permitted to be worn by any players.**
4. Additional sport specific equipment and uniform policies are listed in individual sport rules

DEFAULTS

The objective of the Intramural Sports program is for participants to play in as many scheduled games as possible. Due to facility space and time constraints, regular season games may not be rescheduled. If for any reason your team cannot play in a game, your team must successfully request a default in order to avoid a forfeit fee charged to the team captain.

Defaults

Any team knowing in advance that they will be unable to play in their scheduled game is able to request a default. All defaults must be submitted to the Intramural Sport Office by 3:00pm on the day of the contest (Monday-Thursday). For weekend games and/or tournaments, the required deadline is 3:00pm on Friday. All default requests can be sent to intramurals@duke.edu. Intramural staff will contact both teams after a successful default has been received. Defaults via phone will NOT be accepted; the request and notification must be written and sent via email.

A defaulted game will NOT be rescheduled. Defaulted games are recorded as a loss toward the team's overall record. If a team defaults three games during the regular season, the team captain will be assessed a forfeit fee and the team will be removed from the league.

If a team has been granted a default and the contest is then canceled due to weather or scheduling issues, the default will be removed, and the contest will be played normally if it is rescheduled.

FORFEITS

During all Intramural Sport activities, the onsite staff can declare a contest a forfeit. The Duke Intramural Staff will have the official time for all activities. **A forfeit is declared when a team fails to show for said contest or activity or fails to meet the minimum number of legal participants required for play.** Forfeited games are un-played games that are recorded as a loss toward the teams' overall record:

1. Teams will be granted a ten (10) minute grace period from the original start time for all games. After this period, all participants are required to be checked-in with the Duke Intramural Staff and ready for play. Failure to arrive and check-in before or during this grace period will result in the Intramural Sports Supervisor declaring the game a forfeit.
 - a. Some sports have specific score related penalties that are meant to disadvantage a late arriving team. See sport rules for specific rules for grace period point penalties.

2. **If a team is deemed to have forfeited a contest, the team captain will be assessed a forfeit fee. Payment must be made online by 12pm (noon) on the business day of the team's next contest. Teams that forfeit during the regular season and purchase the forfeit fee will be eligible to compete in the postseason tournament, as long as they meet all other playoff requirements. Sunday leagues must pay by the Friday prior to their scheduled game.**
3. If a forfeit has been declared, the teams involved may still use the game site to practice or scrimmage, until fifteen (15) minutes prior to the start of the next contest. During this time, the Duke Intramural Staff is not permitted to officiate or keep score, and participants will be playing at their own risk.
4. If a full team is present, it must sign-in the minimum number of legal participants. These participants must be ready for play for the contest to be considered a win by forfeit. If a team leaves before a forfeit is declared by the Duke Intramural Staff, the game will be declared a double forfeit.
 - a. If both teams fail to appear, a double forfeit will be declared, and the game will not be rescheduled.
5. A team will automatically be removed from the league if it received two forfeits during a particular season.
6. A forfeited game will NOT be rescheduled.

Forfeit Fee

Forfeit fees are assessed for ALL intramural sport activities in the case of teams and/or individuals failing to appear for a scheduled or rescheduled game. A fee of \$20 will be charged to the captain of the team that forfeits. Forfeit charges are billed to the appropriate student's account through Innosoft Fusion (a recreation management software). Any unpaid charges will result in the team captain losing all intramural sport privileges until paid.

PARTICIPANT CONDUCT

Sportsmanship Statement

Excellent sportsmanship is an integral component of intercollegiate competition. We wholeheartedly embrace that for sportsmanship to prevail, participants, coaches, spectators, and fans, must display respect, fairness, civility, honesty, and responsibility before, during, and after all athletic contests. The Intramural Sports program is committed to holding leagues and tournaments in a safe and inclusive environment free from bullying. Offensive language including profanity and/or derogatory remarks of any kind directed at officials, event staff, participants, coaches, spectators, or fans will not be tolerated and are grounds for removal from the competition site.

*Revised from the [NIRSA Sportsmanship Statement](#)

Student Conduct & Community Standards

All participants are expected to know and abide by the regulation and policies set forth by the [Duke Community Standard](#). The Duke Community Standard is a statement of principles, specific policies, rules, and regulations of the university, for which students can be held accountable. The Intramural Sports program reserves the right to refer any incidents which violate university policy to the [Office of Student Conduct and Community Standards](#).

Standards of Conduct

The Duke University Intramural Sports program strives to provide participants with a fun and safe recreational environment. Intramural Sports encourages, promotes, and expects positive sportsmanship of all its participants, coaches, spectators, fans, etc.

All participants should read, understand, and follow all policies and procedures outlined in this handbook and sport specific rules, as well as the Duke Community Standard (see above). Every team is responsible for the conduct of its players, spectators, coaches, and fans. Any conduct deemed detrimental to the participants, program, or contest, may result in loss of the contest, suspension of individual players, suspension of the entire team, referral to the Office of Student Conduct and Community Standards, or other appropriate action.

In the event an individual and/or spectator conducts themselves in an unsporting behavior, the Intramural Sports staff have the complete authority to take action as they deem necessary in order to keep the game under control. Depending on the severity of the incident, staff may take the following action: give warnings, ejection from the game and the area, and/or suspend the game. All significant misconduct will be reported on an Incident Report form, which will be reviewed through the Intramural Sports Disciplinary Process to determine if further sanctions are necessary.

Any participant, coach, fan, and/or spectator who commits, incites, or aids others in committing any of the following *acts of misconduct shall be subject to disciplinary action by the Intramural Sports Program:

- a) Participate in a contest for which they are ineligible.
- b) Use abusive language or obscene gestures.
- c) Make threats (verbal and/or non-verbal) or abuse any other player, spectator, intramural employee or representative before, during or after the contest.
- d) Argue or talk back to the game official. Only the captain/manager may courteously address the game official concerning the interpretation of a rule.
- e) Intentionally touch, strike, push or trip another player, official or supervisor.
- f) Use derogatory racial or sexual remarks.
- g) Mistreat the facility, equipment or supplies of Duke University.
- h) Consume alcohol or abuse other drugs on Duke University property.
- i) Exhibit signs of intoxication or drug use.

*The acts of misconduct above are by no means an exhaustive list of the behaviors and choices that are deemed unsporting.

Fighting

Fighting is strictly prohibited during recreational events and games. Any physical abuse, fighting, and/or endangerment to an individual or group will not be tolerated. This behavior includes, but is not limited to:

- a) An attempt to strike, punch or kick by using a fist, hand, arm, leg or foot regardless of whether contact is made
- b) An attempt to instigate a fight by committing an unsporting act that causes a person to retaliate by fighting.
- c) Threat of physical violence against a person or group.
- d) Any action that endangers the health, safety, or welfare of a person or group.

An individual involved in such act(s) is subject to criminal charges filed by the Duke University Police Department. In addition, Recreation & Physical Education will forward all complaints of fighting to the Dean of Students office and the Director of Student Conduct who is authorized to recommend sanctions up to and including suspension or dismissal from Duke University.

EJECTIONS

Intramural Sports reserves the right to eject any individual, team, or spectator who displays conduct deemed unsporting, interrupts the flow of a game, or does not stay within the spirit of the rules. Players may be ejected before, during, or after any contest and ejections can be made by any official, employee, or professional/administrative staff. The jurisdiction of staff begins when the participant/spectator enters the visual confines of the facility and ends when the involved persons leave the visual confines of the facility in which the contest is being held.

- a) Participation is not required for an ejection in Intramural Sports.
- b) Any ejected player(s) must leave the playing area and facility immediately. If the player refuses to leave within a reasonable time, the game will be forfeited.
- c) Team captains must assist staff with retrieving the ejected participant's identification, as needed.
- d) Ejected players ineligible to participate in all Intramural Sports activities until they meet with an Intramural Sports professional staff member and any subsequent suspension has been served. Please email intramurals@duke.edu to schedule an appointment to seek reinstatement.

MISCONDUCT POLICIES

Ejected players ineligible to participate in all Intramural Sports activities until they meet with an Intramural Sports professional staff member and any subsequent suspension has been served. Please email intramurals@duke.edu to schedule an appointment to seek reinstatement. Repeated unsportsmanlike issues will be monitored by the Intramural Sports staff and participants who demonstrate a pattern of unsporting behavior are subject to suspension from all Intramural Sports activities.

Penalty for unethical sports conduct:

- a) Participant will be ejected from the game and expected to immediately leave the facility. Failure to comply will result in a game forfeit.
- b) Each ejected player will meet with an Intramural Sports professional staff member. Suspensions and sanctions will vary based on the severity of the misconduct.
- c) Repeated unsportsmanlike issues will be monitored by the Intramural Sports staff and participants who demonstrate a pattern of unsporting behavior are subject to indefinite suspension from all Intramural Sports activities.

PROTESTS

The team captain may submit a formal protest that pertains to an interpretation of rules on the part of game officials or the eligibility of a group of participants.

Participant Eligibility

A team captain may protest the eligibility of a participant. To protest a participant's eligibility, the protest must include the specific individual(s) name and be submitted via email to the Intramural Sports office by 10:00am the following day.

- a) **During the regular season**, if a participant is found to be ineligible, all games in which that person participated in will be forfeited.
- b) During the playoff tournament, if a participant is found to be ineligible, that team will be removed from the tournament and the opposing team will advance in the tournament; all prior round will remain the same.
 - a. If a protest is filed after the championship game, and is upheld, there will be no champion declared for that league. The game will not be replayed or rescheduled.

Rule Interpretation

Protests involving interpretation of rules must be addressed to the Intramural Sports Supervisor at the time the interpretation occurs and prior to the restart of play.

- a) During play, if a team wants to protest, it must be filed with the official or supervisor on site using the word "protest" BEFORE the play resumes. Once play has continued a protest will not be honored.
- b) Protests may not be filed regarding judgment calls. Judgment of the official(s) is final. **Example:** A player is ruled out of bounds in basketball because the official determined that the player stepped on the line. This is a judgment call and cannot be protested.

APPEALS

Decisions on participant suspensions made by the Intramural Sports professional staff may be appealed to the Director of Sport Programs within one business day of the suspension. During the appeal process, the individual(s) involved will not be allowed to participate until a final decision has been determined.

INCLEMENT WEATHER

During inclement weather, the Intramural Sports Supervisor, Sports Programs Operations Supervisor, Intramural Sports professional staff, Recreation & Physical Education staff, and/or Duke Athletics staff at the site can postpone or cancel games if deemed necessary. The Intramural Sports Office will inform teams of game cancellations through IMLeagues or the Wilson & Brodie Recreation Center front desks.

Do not assume the game will be cancelled, as weather can be very unpredictable. Cancelled games during the regular season may or may not be rescheduled due to facility availability and time constraints. Playoff games that are cancelled will be rescheduled as soon as possible. Captains are responsible for checking IMLeagues for updates. When possible, the game times and locations will remain the same, although this is not guaranteed.

Lightning Policy

When thunder is heard, or a cloud-to-ground lightning bolt is seen, a storm is close enough to strike a location with lightning. Play will be suspended, and all participants are required to take shelter immediately. The Intramural Sports Supervisor or staff member on site will administer this policy and determine when the return to play occurs:

1. The SkyScan Lightning Detector (SSLD) will assist in detecting approaching storms and the danger for a potential lightning strike. The SSLD will emit an audible warning tone and the LED light will flash when a lightning strike is detected in the range indicator column. Please note: the LED light will only stay lit for 3-seconds.
2. The SSLD distances are indicated using four ranges: 0-3 miles, 3-8 miles, 8-20 miles, 20-40 miles.
3. When a storm approaches or there is a threat of hazardous weather, staff must use the SSLD when outdoor facilities are in use. The following criteria must be used when determining the postponement of all activities:
 - a. **0-3 miles:** All activities MUST cease. Staff will postpone activities and direct all participants to vacate the outdoor facility and seek shelter indoors or inside a vehicle. Everyone, including staff, must seek shelter. Failure to comply will result in contacting Duke Campus Police.
 - b. **3-8 miles:** All activities MUST cease. Staff will postpone activities and direct all participants to vacate the outdoor facility and seek shelter indoors or inside a vehicle. Everyone, including staff, must seek shelter. Failure to comply will result in contacting Duke Campus Police.
 - c. **8-20 miles:** Activities may continue, but the observer must monitor the storm very closely. The threat of lightning should be communicated to all staff and a representative from the teams present on the field. This will aid in the preparation needed to clear the field and cease all activities if the storm moves closer, and the lightning indicator reaches 3-8 miles or 0-3 miles.
 - d. **20-40 miles:** Activities may continue. The observer must monitor the storm closely.
4. Staff will note the status of the event (score, time remaining, possession, ball placement, etc. in case of resumption of activity) and the captains or representatives will be notified that the event will resume when the "all clear" is given.
5. Once play has been suspended, a period of 30-minutes must elapse after the last alert on the SSLD or flash of lightning is witnessed. Any subsequent alert or lightning seen after the beginning of the 30-minute count will reset the clock and another 30-minute count will begin.
6. Staff MUST keep participants and all other staff off of the field, within shelter for as long as the threat of lightning is in the area.
7. When the "all clear" is given, an inspection of the facility by staff needs to take place to look for any unsafe conditions and standing water before any activities are resumed.

Emergency Response:

If someone is struck by lightning, immediately call 911 and start administering basic first aid; CPR and the AED as required. A person who is struck by lightning does not carry an electrical charge. It is important to evaluate the victims of a lightning strike quickly for life threatening medical conditions including shock, fractures and burns. CPR needs to be administered to lightning strike victims without a pulse.

SkyScan Lightning Detector Failure:

Use the flash-to-bang count. To use the flash-to-bang count method, the observer begins counting when a lightning flash is sighted. Counting is stopped when the associated bang (thunder) is heard. For every 5-seconds, the lightning is 1-mile away. For example, a flash-to-bang count of 30 seconds equates to a distance of 6 miles.

Extreme Heat Policy

Often times, temperatures in North Carolina during the summer months can reach an unhealthy level for strenuous physical activity. The following guidelines will be followed when necessary:

- Hydrating before, during, and after Intramural events is strongly encouraged.
- Play may be altered when the Heat Index for Durham, NC is between 90 and 120°F
- Play will be suspended/postponed when the Heat Index exceeds 110°F
- Persons suspected of heat-related illnesses will be immediately removed from activities.

FACILITY POLICIES

All intramural participants, spectators, coaches, fans, staff members, and any other persons must adhere to the facility guidelines and policies of Duke University, Duke Athletics, and Duke Recreation and Physical Education. Violators of these policies will be asked to leave the facility and could face further disciplinary actions.

Alcohol & Drug Use

In accordance with Duke University policy, alcohol consumption and drug use prior to and/or during an Intramural Sports contest is not only unsafe, but also a violation of university rules and illegal on athletic facilities. The Intramural Sports staff strictly enforces a zero-tolerance policy regarding alcohol and drugs during all Intramural Sports programming. Consequences for the violation of this rule may include, but are not limited to:

- a) Indefinite suspension from all Intramural Sports activities
- b) Ejection from Recreation & Physical Education facilities
- c) Judicial referral
- d) In egregious situations, arrest

Tobacco

All tobacco products, including smokeless tobacco options are strictly prohibited within facilities in which Intramural programming takes place. This includes but is not limited to all facilities including Cohan Field (West Turf Field Complex), Williams Field located on East Campus, Pascal Field House, Wilson and Brodie Recreation Centers, and all other indoor facilities where competition takes place.

Pets

Pets are NOT permitted on or within Duke Athletic Facilities.

Duke Athletic Facilities

Pascal Fieldhouse

No food or drink, other than water, is permitted in Pascal Fieldhouse. This includes, but is not limited to, gum, sports/performance drinks or snacks, and seeds. Additionally, there shall be no kicking or wall contact with sports equipment within Pascal.

Williams Field

Participants are not allowed to wear cleats on Williams Field. Cleats or studs are protrusions on the sole of a shoe or on an external attachment to a shoe that provide additional traction on a soft or slippery surface. **Turf shoes only are permitted on Williams Field.**

INTRAMURAL SPORTS EMPLOYEMENT OPPORTUNITIES

Work Where You Play!

Intramural Sports employs and trains students each year – *no experience is necessary!* Our staff will train you to officiate all of our sport offerings. Benefits of working for intramural sports are not just limited to a paycheck; we offer opportunities for advancement, skill development, and an environment to cultivate lifelong friendships. We are always seeking new officials to enhance our diverse and enthusiastic staff of student employees. The Intramural Sports program is known to have one of the most flexible jobs on campus, with a very competitive pay rate! Other opportunities to travel to extramural tournaments and events are sometimes offered to those officials who excel in that specific sport. For more information, please visit us in the Brodie or Wilson Recreation Center or email intramurals@duke.edu.

ADDITIONAL INFORMATION

For more information regarding general Intramural Sports Policies, or to inquire about participating within the program, please email one of the staff members listed on Page 5, or email intramurals@duke.edu.

To access more information, please visit our website at www.recreation.duke.edu.



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