

# CCS/CIF OFFICIAL'S INCIDENT REPORT FORM

To be completed and emailed to: [admin@westlakecharter.com](mailto:admin@westlakecharter.com)

**ATTENTION GAME OFFICIAL:** The CCS has high expectations of players, coaches and fans regarding sportsmanlike behavior. In order to monitor these expectations, we need your assistance. This form is **REQUIRED** to be completed and returned to your Commissioner of Officials in the event of any:

**DISQUALIFICATION, PENALTY OR EJECTION** for flagrant, unsportsmanlike conduct, bench fouls or other misconduct of a serious nature committed by anyone associated with a contest you officiate. It is our expectation that you will enforce all rules related to player and coach behavior.

This form is **REQUIRED** to be filed within **24 hours** of any incident (such as described above as well as on the back of this form where you will find specific CCS bylaw language) during any pre-season, league or CCS Playoff contest in which any CCS member school is participating. The Commissioner of Officials from your association shall forward this via FAX to the CCS Office as soon as received from you.

Date of Report: _____	Sport: _____	Boys	Girls
Date of Contest/Incident: _____	Location of Contest/Incident: _____		
_____ vs _____			
(school name)		(school name)	
School involved in misconduct: _____			
Identification (e.g. Player name, #, Coach, Head Coach, Assistant, Name, Physical description of person) & position of person(s) charged with misconduct: _____			

<b>CHECK ALL THAT APPLY:</b>			
<b>PLAYER BEHAVIOR:</b>	<input type="checkbox"/> Cooperative	<input type="checkbox"/> Courteous	<input type="checkbox"/> Abusive
	<input type="checkbox"/> Sarcastic	<input type="checkbox"/> Profane	<input type="checkbox"/> Hostile
			Other: _____
<b>COACH BEHAVIOR:</b>	<input type="checkbox"/> Cooperative	<input type="checkbox"/> Courteous	<input type="checkbox"/> Abusive
	<input type="checkbox"/> Sarcastic	<input type="checkbox"/> Profane	<input type="checkbox"/> Hostile
			Other: _____
<b>DETERMINATION OF TYPE OF VIOLATION AND/OR ACTION TAKEN BY OFFICIAL:</b>			
<input type="checkbox"/> Spectator Interference	<input type="checkbox"/> Flagrant Unsportsmanlike Behavior		
<input type="checkbox"/> Unsafe Facility	<input type="checkbox"/> Lack of cooperation/concern		
<input type="checkbox"/> CIF Bylaw 522, Physical Assault	<input type="checkbox"/> "Bench Foul"		
<input type="checkbox"/> Disqualification (please ID person DQ'd)	_____		
<input type="checkbox"/> Ejected from contest (please ID person Ejected)	_____		
<b>ADMINISTRATOR:</b>			
Was an administrator at the contest? _____ (yes, no, don't know)			
If yes, was the administrator made aware of the incident? _____ (yes, no, don't know)			
Have you had a similar incident with this school previously? _____			

Please describe this incident in your own words (use additional paper if necessary): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Please submit to your Commissioner of Officials no later than 24 hours after the incident. Each Commissioner shall immediately forward this report (via fax) to the CCS Commissioner, who will in turn notify the appropriate league Commissioner and both principals.

\_\_\_\_\_

print official's name

\_\_\_\_\_

Official's signature

\_\_\_\_\_

Association Name

CCS FAX: 408-224-0476

**CCS BYLAWS, ARTICLE VII SPORTSMANSHIP**  
**SECTION 2 PLAYERS EJECTED FROM CONTEST**

- (a) In all contests prior to CCS Playoffs, any player ejected from a contest for unsportsmanlike behavior will be disqualified from participating for a minimum of one contest, with such disqualification taking effect at the team's next contest. If the contest from which the player was ejected is the last contest of the year for that team, the above-stated disqualification would carry over to that team's first (1st) regularly scheduled league contest the following year.

Any such player who participates in the next contest following his/her ejection will be treated as an ineligible player for that contest.

Any player may appeal the disqualification to his/her respective League. Each League shall establish appellate procedures pertaining to the eligibility of student-athletes who are ejected from an interscholastic contest.

- (b) Any player ejected from any CCS Play-off contest because of flagrant misconduct or unsportsmanlike behavior shall be excluded from participating in the remainder of the playoff contests in that sport during that season. Official(s) ejecting the player will automatically be required to submit a written report to the CCS Commissioner.

Any school principal may appeal the disqualification to the CCS Commissioner if they believe that the student was ejected due to an error in identification or do not believe the student was ejected as a result of flagrant misconduct or unsportsmanlike behavior. The CCS Commissioner, in conjunction with the League Commissioner for that school, shall review the case and make a final determination.

**SECTION 3. COACHES EJECTED FROM CONTEST**

- (a) In all contests prior to CCS Play-offs, any coach ejected from a contest for unsportsmanlike behavior will be disqualified from any coaching activities for a minimum of one contest, with such disqualification taking effect at the team's next contest. If the contest from which the coach was ejected is the last contest of the year for that team, the above-stated disqualification would carry over to that team's first (1st) regularly scheduled league contest the following year.

Any such coach who engages in any coaching activity in the next contest following his/her ejection will be referred to his/her League for disciplinary action, and the contest in which his/her team competed will be subject to forfeiture.

Any coach may appeal the disqualification to his/her respective League. Each League shall establish appellate procedures pertaining to coaches who are ejected from an interscholastic contest.

- (b) Any coach ejected from any CCS Play-off contest because of flagrant misconduct or unsportsmanlike behavior shall be excluded from participating in the remainder of the playoff contests in that sport during that season. Official(s) ejecting the coach will automatically be required to submit a written report to the CCS Commissioner.

**CIF BYLAW 522. PHYSICAL ASSAULT**

Any student who physically assaults the person of a game or event official shall be banned from interscholastic athletics for the remainder of the student's eligibility. A game or event official is defined as a referee, umpire or any other official assigned to interpret or enforce rules of competition at an event or contest. A student may, after a lapse of 18 calendar months from the date of incident, apply for reinstatement of eligibility to the State Executive Director.

INCIDENTS OCCURRING IN VIOLATION OF THESE BYLAWS OR GENERALLY ACCEPTED  
STANDARDS OF SPORTSMANLIKE BEHAVIOR IN ANY CCS HIGH SCHOOL CONTEST  
(pre-season, scrimmage, league games, CCS Playoffs)

MUST BE REPORTED AND SUBMITTED TO THE CCS IMMEDIATELY BY THE  
COMMISSIONER OF OFFICIALS! THANK YOU FOR YOUR COOPERATION!