

Player Removal Request Policy

Purpose:

This policy outlines the proper procedure for managers who wish to request the removal of a player from their roster for the upcoming season. It ensures transparency, fairness, and organizational consistency in all roster decisions.

Policy:

1. Submission of Request:

- Managers who do not wish to retain a player for the next season must submit a written *Player Removal Request* to the board of directors no later than 30 days prior to the new season's registration deadline.
- The request must include:
 - The player's full name
 - The reason for removal
 - Any relevant performance, conduct, or attendance documentation

2. Review Process:

- The board of directors will review the request.
- Additional input may be requested from coaching staff or other players before a final decision is made.

3. Notification:

- Once approved, the manager will be notified in writing.
- The player will then be formally informed of the decision by the appropriate team representative and that she will be placed on another team or in the event this is the senior division, back in the draft.
- This will not affect the re-entry to the draft rule in the Handbook.

4. Confidentiality:

- All removal requests and related discussions must remain confidential until an official decision is communicated.

5. Appeal:

- If a removal request is denied, the manager may submit an appeal within 10 business days, providing additional justification or evidence for reconsideration and a special committee will be formed.

AUSTINTOWN GIRLS SOFTBALL LEAGUE

Player Removal Request Form

I, _____, Head Coach of _____
(print Head Coach's name) (division and team name)

request the removal of the following player, _____
(player's name)

from the Official Team Roster.

Reason: _____

Head Coach's Signature: _____ Date of Request: _____
(Head Coach's Signature) (today's date)

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Approved By: _____ Date: _____