



NEW RICHMOND FASTPITCH CLUB

Rostering Guidelines

1. Purpose

These Rostering Guidelines establish the procedures used by the New Richmond Fastpitch Club (NRFPC) Rostering Committee when developing travel team rosters in accordance with the NRFPC Player Placement Policy.

These guidelines promote consistency, fairness, transparency, and sound decision-making throughout the tryout and rostering process by establishing operational procedures for roster development and the application of the NRFPC Player Placement Policy.

2. Rostering Committee

The Executive Board shall appoint a Rostering Committee each season to support the tryout process, review player information, and develop roster recommendations.

The Executive Board shall designate a Rostering Committee Chair each season. The Chair shall coordinate the committee's work, serve as the primary contact for player placement questions, and communicate information consistent with the NRFPC Player Placement Policy and these Rostering Guidelines.

The committee shall consist of individuals who possess softball knowledge, demonstrate objectivity, and are committed to acting in the best interest of all players and the organization.

Committee members are expected to:

- Review all player information objectively.
- Maintain confidentiality throughout the process.
- Disclose any actual or perceived conflicts of interest.
- Apply the NRFPC Player Placement Policy consistently.
- Participate in roster discussions professionally and respectfully.
- Recommend final roster placements to the Executive Board.

3. Confidentiality and Conflict of Interest

All player evaluations, committee discussions, and roster deliberations are confidential. Rostering Committee members, coaches, Executive Board members, and any other individuals involved in or provided access to the placement process shall not disclose:

- Player evaluation information, including tryout results, coach evaluations and individual player assessments.
- Confidential committee discussions and roster deliberations.
- Proposed rosters or placement decisions before official release.

Information received outside the established evaluation process, including informal discussions, lobbying, or individual requests, shall not be considered unless reviewed and incorporated through the established evaluation process.

Any committee member with an actual or perceived conflict of interest shall disclose the conflict before roster discussions begin. The Rostering Committee may determine that a member should refrain from participating in discussions or decisions involving a particular player when necessary to preserve the integrity and fairness of the process.

Confidentiality expectations remain in place throughout and after the rostering process.

4. Evaluation Information Considered During Rostering

The Rostering Committee may consider the following information when developing roster recommendations:

- Tryout results.
- Position-specific tryout results.
- Pitching and catching evaluations.
- Coach input and player development observations.
- Previous participation and development history within NRFPC may be considered as context for player development.
- Softball knowledge and game awareness.
- Coachability.
- Athletic ability.

Roster decisions shall be based on the totality of available information and not any single tryout score or evaluation factor.

5. Tryout Process

NRFPC shall conduct player tryouts for travel team placement. Tryouts provide a consistent and objective method for assessing player skills, abilities, and readiness within the travel program.

The Executive Board shall establish the tryout process and approve the individuals or groups involved in conducting player tryouts.

Tryouts may be conducted by NRFPC coaches, high school program representatives, independent evaluators, third-party evaluators, or a combination of evaluators as approved by the Executive Board.

The tryout process may include evaluation of:

- Offensive and defensive skills, including hitting, base running, fielding, and throwing.
- Position-specific skills, including pitching and catching when applicable.
- Softball knowledge, game awareness, athletic ability, and overall skill development.

Tryout procedures, evaluation criteria, and scoring methods may be reviewed and updated by the Executive Board prior to each season as needed to support the goals of the program and ensure a fair and consistent evaluation process.

6. Tryout Review and Roster Construction

Following completion of player tryouts, the Rostering Committee shall review eligible player information and develop roster recommendations in accordance with the NRFPC Player Placement Policy and these Rostering Guidelines.

The roster construction process generally includes:

- Reviewing tryout results and other available player information.
- Considering appropriate team placement based on player readiness, skill level, development needs, and ability to compete at the proposed level.
- Evaluating roster composition, including positional needs, player balance, and available opportunities.
- Considering player safety and the overall best interest of the player and program.
- Developing roster recommendations through committee discussion and collective decision-making.

Roster recommendations shall reflect the collective judgment of the Rostering Committee and the goals of the NRFPC travel program rather than the opinion of any single individual.

7. Coach Evaluation Input

Coaches participate in the evaluation process by completing formal player evaluations using the NRFPC Player Evaluation Form. Coach evaluations provide additional context regarding player development, skills, coachability, attitude, and overall readiness.

Coach evaluations are one component of the overall evaluation process and shall be considered alongside tryout results and other available player information.

Coach input does not independently determine player placement.

Coaches may be asked by the Rostering Committee to clarify or provide additional context regarding evaluations during roster discussions.

8. Play-Up Evaluation Procedure

Players requesting consideration for placement in the next USA Softball age division must submit a Play-Up Request in accordance with NRFPC procedures. A parent or legal guardian may submit the request on behalf of the player.

Players requesting to play up must participate in the tryout for the older age division in which they are requesting placement.

To be eligible for play-up consideration, the player must finish within the top four (4) overall tryout scores of the requested age division and demonstrate readiness for participation at the older age level. Meeting this requirement establishes eligibility for consideration only and does not guarantee placement on an older team.

As part of the Play-Up Request, the player may submit a brief statement explaining their readiness and reasons for requesting placement in the older age division. The statement may address:

- Development goals and personal growth.
- Reasons for requesting to play at the higher age division.
- Understanding of the expectations and responsibilities associated with playing at the older age level.

In addition to tryout results, the Rostering Committee shall consider:

Older Division Readiness: Fundamental softball skills, position-specific abilities, game awareness and softball IQ, and the ability to compete safely and effectively at the older age level.

Safety and Maturity: Physical readiness, emotional maturity, and the ability to handle increased competition and expectations.

Developmental Benefit: Whether placement in the older age division supports the player's continued growth and development.

Team and Program Considerations: Roster composition, available opportunities, impact on both age divisions, and overall program needs.

Final Play-Up decisions shall be made in accordance with the NRFPC Player Placement Policy.

9. Roster Balancing

The Rostering Committee shall consider roster composition to create competitive, balanced teams that provide appropriate development opportunities.

Factors may include:

Roster Composition: Distribution of players, including pitchers and catchers, overall roster depth, and player experience.

Player Development: Opportunities for appropriate development and growth within the team structure.

Team Structure: Coaching assignments, when applicable, and competitive balance among teams.

Roster balancing shall be applied together with tryout results and shall not be used as the sole basis for overriding the Player Placement Policy or making placement decisions unsupported by the established evaluation process.

10. Roster Sizes

NRFPCC recognizes that roster size affects player development, playing opportunities, and team competitiveness.

Roster sizes shall generally reflect the needs of each age division while considering:

- Player and team needs, including registration numbers, pitching and catching availability, and player safety.
- Coaching and organizational resources.
- Competitive and developmental considerations.

Travel team rosters will generally range from 9 to 13 players, with a target roster size of 11 to 12 players per team when feasible. Exceptions may be considered based on registration numbers, competitive considerations, or program needs and shall require Executive Board approval.

11. Low Registration Numbers

If an age division does not have enough registered players to form a viable travel team roster, the Rostering Committee shall evaluate options to support player participation and maintain a sustainable program.

Options may include:

- Adjusting roster sizes when appropriate.
- Considering approved play-up opportunities.
- Providing alternative participation opportunities within NRFPCC programming.
- Exploring cooperative arrangements with neighboring communities.

Any recommendations resulting from low registration numbers shall be submitted to the Executive Board for review and approval.

12. Players Unable to Attend Tryouts

Players unable to attend scheduled tryouts should notify NRFPC as soon as possible.

When a player cannot participate in tryouts, the Rostering Committee may consider available information to support a fair and consistent placement decision, including:

- Makeup tryouts, if offered.
- Previous verified tryout results, when available and relevant.
- Coach evaluations and feedback.
- Other relevant information available to the committee.

Failure to attend tryouts does not guarantee placement on a travel team and may impact the committee's ability to evaluate the player compared to other registered players.

13. Roster Approval

Upon completion of the roster selection process, the Rostering Committee shall review final roster recommendations to confirm alignment with the NRFPC Player Placement Policy and these Rostering Guidelines.

Administrative or mathematical errors identified before roster release may be corrected by the Rostering Committee before submission to the Executive Board for approval.

The Rostering Committee shall submit its final roster recommendations to the Executive Board for approval.

The Executive Board shall review the roster recommendations to confirm alignment with the NRFPC Player Placement Policy and these Rostering Guidelines before granting final approval. The Executive Board retains final authority to approve travel team rosters and player placements.

Following Executive Board approval and official roster release, player placement and roster decisions are final unless a procedural error is identified that materially affected the outcome. If a procedural error is identified that materially affected the outcome, the affected player placement(s) shall be reviewed by the Rostering Committee, with any recommended changes submitted to the Executive Board for final approval. A disagreement with evaluation conclusions or roster decisions does not constitute a procedural error.

14. Parent Communication and Placement Questions

NRFCPC recognizes that families may have questions regarding player placement decisions. To protect player confidentiality and maintain the integrity of the evaluation process, communication regarding placement decisions shall follow the procedures outlined in this section.

Questions regarding player placement decisions shall be addressed to the Rostering Committee Chair.

The Rostering Committee Chair may provide information regarding:

- Confirmation that the NRFCPC Player Placement Policy and Rostering Guidelines were followed.
- The general evaluation criteria and placement factors considered.
- The player's assigned age division and team placement.
- For play-up requests, the general eligibility criteria considered.

The Rostering Committee Chair shall not provide:

- Other players' evaluation scores, feedback, or comparative standing.
- Individual committee members' opinions or discussions.
- Coach comments or evaluations made during the tryout process.
- Information that would allow a parent to identify or determine another player's private evaluation information.

Parents who believe the Player Placement Policy or Rostering Guidelines were not followed may submit concerns in writing to the Executive Board for review. A disagreement with the outcome of a placement decision alone does not constitute grounds for reconsideration or appeal.

Effective Date: 8/13/2026

Version: 1.0