

## **YOUTH RECREATIONAL LEAGUE POLICIES & PROCEDURES**

Dear Coach:

Welcome and thank you for your participation this season. In an effort to ensure another successful season, we have developed this package of information to help you. The goal of the Fort Collins Soccer Club is to provide an opportunity for participation in an enjoyable recreation-orientated program which fosters friendly competition, as well as the other values attributed to sports participation.

### **ROSTERS**

The player roster you have received is made up of individuals which have been officially registered with the club. You may recruit to fill your roster to the player limit for your age group, however all prospective players must register through the office. Allowing anyone who is not registered with the club to participate in any team activities jeopardizes our liability insurance and will put you and the club at risk. If you have a player drop off the team, please notify the office as soon as possible. Regular roster sizes are: U5 - 6 players; U6-U7 - 9 players; U8-U10 - 11 players; U11-U14 – 15 and U18 - 18 players.

### **TEAM MEETING**

Each coach should have a team meeting with all players and their parents prior to the first game. During this meeting you should share your coaching philosophy and establish your expectations for the players with regard to their participation and behavior at training and games. This is also the time to establish the training schedule (days, times and location). Give each player a game schedule and recruit parent volunteers. Volunteers can be used to assist at practices and games, making phone calls or setting up a phone tree, setting up a refreshment schedule, planning an end of season party, setting up nets, gathering tournament information, or acting as a club linesman (for U6-U9 only).

### **TRAINING**

As the coach, you can decide the time and location for training within certain guidelines. In most cases, and in particular with the younger age groups, practices should take place at the schools which the players attend. Practices may not be held on any city playing field prior to the first game of the season and during the season we encourage you to avoid the goal areas, especially if the ground is wet or soft, as significant damage may result. Regularly scheduled or competitive makeup games will always take precedence over practices on any field. You may practice on non-field areas at city parks or school grounds. We encourage you to cooperate with other groups who may also be using these areas. **DO NOT LEAVE TRAINING UNTIL YOU HAVE ACCOUNTED FOR ALL PLAYERS AND ARE CERTAIN THAT THEY HAVE MADE ARRANGEMENTS TO GET HOME.**

Recommended practice schedules for age groups are:

<b>Division</b>	<b>Practices</b>	<b>Duration</b>
U5	1 per week	30 - 45 minutes
U6-U10	1 or 2 per week	45 - 60 minutes
U11-U14	1 or 2 per week	60 - 90 minutes
U16 & Up	2 or 3 per week	90 - 120 minutes

## **GAMES**

A great deal of effort goes into the preparation of the game schedules and there shall be no deviation from or adjustments made to the official schedule without the prior approval of the soccer office. Please have your team at the field and ready to check in at least 15 minutes before your scheduled start. If you are the first game of the day allow additional time to set up the nets (applies to U6-U10 only), if it is your responsibility. If you are the last game of the day, be sure to take down the nets, if it is your responsibility. Please refer to the section on NETS & CONES.

The first team listed is the home team. The home team wears white, sets up on the north or west side of the field and provides the game ball.

The second team listed is the visiting team. The visiting team wears red and sets up on the south or east side of the field.

Game schedules will also be available on the club's web site [www.soccerfortcollins.org](http://www.soccerfortcollins.org)

In an effort to keep our fields and city parks litter free, we want to remind coaches that each team is responsible for picking up any litter or belongings at the conclusion of each game.

## **PLAYER PARTICIPATION**

Except for disciplinary reasons or injury, it's your responsibility as the coach of a developmental team to play each team member at least half of each game. Keep in mind that some players will have conflicts that allow them to attend only one practice per week. Please be understanding and do not penalize players for situations beyond their control. It is the player's responsibility to keep their coach informed as to any activities that will be in conflict with the team practice or game schedule. It is recommended that all players be given the opportunity to play a variety of positions throughout the season. The primary and most important objective is that of maximum participation. Competition has its place in any sports program and all participants should be encouraged to do their best. The Fort Collins Soccer Club feels that winning does not take precedence over participation. Attitudes, practice attendance, and effort are all a basis for the privilege of participation. The following tables indicate possible combinations of how many players can play four quarters (4Q), how many can play three quarters (3Q) and how many can play two (2Q). In each case, the first listing is the most desirable in terms of equal playing time for all players in a single game.

**6 Players on Field**

6 players
<u>4Q</u> <u>3Q</u> <u>2Q</u>
6        0        0

7 players
<u>4Q</u> <u>3Q</u> <u>2Q</u>
3        4        0
4        2        1
5        0        2

8 players
<u>4Q</u> <u>3Q</u> <u>2Q</u>
0        8        0
1        6        1
2        4        2
3        2        3
4        0        4

9 players
<u>4Q</u> <u>3Q</u> <u>2Q</u>
0        6        3
1        4        4
2        2        5
3        0        6

10 players
<u>4Q</u> <u>3Q</u> <u>2Q</u>
0        4        6
1        2        7
2        0        8

**8 Players on Field**

8 players
<u>4Q</u> <u>3Q</u> <u>2Q</u>
8        0        0

9 players
<u>4Q</u> <u>3Q</u> <u>2Q</u>
5        4        0
6        2        1
7        0        2

10 players
<u>4Q</u> <u>3Q</u> <u>2Q</u>
1        8        1
3        6        1
4        4        2
5        2        3
4        2        4

11 players
<u>4Q</u> <u>3Q</u> <u>2Q</u>
1        8        2
2        6        3
3        4        4
4        2        5

12 players
<u>4Q</u> <u>3Q</u> <u>2Q</u>
0        6        6
1        4        7
2        2        8

**11 Players on Field**

11 players
<u>4Q</u> <u>3Q</u> <u>2Q</u>
11       0        0

12 players
<u>4Q</u> <u>3Q</u> <u>2Q</u>
8        4        0
9        2        1
10       0        2

13 players
<u>4Q</u> <u>3Q</u> <u>2Q</u>
5        8        0
6        6        1
7        4        2
8        2        3
9        0        4

14 players
<u>4Q</u> <u>3Q</u> <u>2Q</u>
2        12       0
3        10       1
4        8        2
5        6        3
6        4        4
7        2        5
8        0        6

**11 Players on Field**

15 players
<u>4Q</u> <u>3Q</u> <u>2Q</u>
0        14       1
1        12       2
2        10       3
3        8        4
4        6        5
5        4        6
6        2        7

16 players
<u>4Q</u> <u>3Q</u> <u>2Q</u>
0        12       4
1        10       5
2        8        6
3        6        7
4        4        8
5        2        9
6        0        10

**LENGTH OF GAMES**

Due to the number of games and tight scheduling it is imperative that games be played according to the schedule. In the event of delays due to injuries or other circumstances, games may be shortened in order to maintain the schedule. Game times for each division are as follows:

U5	3 v 3	4 x 8 minute quarters
U6 & U7	6 v 6	4 x 10 minute quarters
U8 & U9	8 v 8	4 x 12 minute quarters
U10	8 v 8	2 x 25 minute halves
U11 & U12	11 v 11	2 x 30 minute halves
U13 - U14	11 v 11	2 x 35 minute halves
U15 - U18	11 v 11	2 x 40 minute halves

There shall be a five minute break at the half-time of all games and 2 minutes between quarters. Please have your teams on the field and ready to play at the beginning of each period.

## **PLAYER EQUIPMENT**

**Shin Guards:** Shin guards are required and shall consist of 2 guards, protectors or shields, which substantially cover or protect each shin, extending from not more than 3-4 inches above each ankle to not more than 4-5 inches below each knee (unless modified to fit the use of a knee brace or appliance) and which clearly appear to have been manufactured or fabricated for the purpose intended.

**SOCKS:** Socks shall be worn up at all times and shall cover the shin guards.

**Reversible Red/White Jersey:** All players are required to wear the approved club jersey in all club sponsored or CYS affiliated games. No player may participate in any sanctioned league or tournament game unless he/she is wearing the jersey which has been approved by the Board of Directors of the Fort Collins Soccer Club. The approved jersey is the red/white reversible mini-mesh.

**Shorts:** Players are encouraged, but not required to wear solid black shorts in order to enhance the concept of team unity.

**Ball:** Players should bring the appropriate sized ball to training:  
U5 - U7 - #3      U8 - U12 - #4      U13 & Up - #5.

**Water Bottle:** Players should have a water bottle with them at every practice and game. Adequate hydration is one of simplest but most important things players need to feel and perform well. Players should drink fluids frequently, and in small amounts during play, especially in hot or humid weather.

## **NETS & CONES**

**Nets:** The schedule (U6 - U10) which you will receive will have one coach assigned to set up both nets for the first game of the day on each field and one coach assigned to take down both nets after the last game. The coach who takes down the nets will be responsible for setting up the nets at the first game the following week. Setting up the nets can be done easily, quickly and safely if you remember to bring a step stool, ladder or bucket to reach the crossbar. DO NOT attempt to JUMP UP to hang the net on the top crossbar as serious injury may result. Ask the parents of both teams to assist both in setting up and taking down the nets. Nets are stored in a nylon mesh bag. Please secure the bag to the goal post so that it remains at the field site.

**Please note:** For coaches who are scheduled to pick up nets at the Soccer Club office for the first game of the season, nets will be ready for pick up Tuesday - Friday of the week the season begins.

**Cones:** Each coach should set up cones on each corner of his side of the field and retrieve them at the end of the game. Proper set up of the field is essential if the players and referees are to be able to play the game according to the Laws of the Game.

## RESOURCES

**Library:** The Fort Collins Soccer Club provides a variety of resources online.

**Coaching Academy:** Each season this graduated program is available. See the current season's flier for specific dates and times that it will be offered.

**Web Sites:** Web surfers should check out: Colorado soccer, forum, club links; [www.csysa.org](http://www.csysa.org), the official Colorado State Youth Soccer Association site; and [www.usysa.com](http://www.usysa.com) the official U.S. Youth Soccer Association. Contact the coaching staff for current websites.

## GAME CANCELLATION

The Fort Collins Soccer Club contracts with the City of Fort Collins and Poudre School District for the use of their fields on Saturdays and Sundays for league games. The Club has the exclusive use of the fields during these times subject to the rental agreement with the owners of the fields.

The owners of the fields may close their fields if they feel that the conditions are not suitable for use, forcing the Club to cancel games; that is a decision over which the Fort Collins Soccer Club has no control. If fields are closed we must honor the decision, or risk losing our access to and use of the fields.

The weather in Colorado is well known for changing very quickly and very dramatically, especially in the spring. You can find out about game cancellations as soon as a decision can be or has been made by FIRST checking the website [www.soccerfortcollins.org](http://www.soccerfortcollins.org); tuning to Channel 9 News; or, by calling the soccer office for a recorded message. Please encourage your parents to phone you for cancellation information. If you do not hear of the cancellation then you should go to the field for your game at the scheduled time. If conditions deteriorate prior to or during the game, it is the referee's responsibility to suspend and/or terminate the game. The decision to suspend or terminate shall be based on an evaluation of the conditions and the danger to the participants and/or potential for damage to the field. ***DO NOT attempt to play games on days when cancellations have been announced.***

Due to the difficulties of rescheduling upwards of 150 games during the week, and in conformance with our policy of not guaranteeing a set number of games, the Club will not schedule makeup games in the Youth Developmental League due to cancellations of any nature. We do encourage coaches to make arrangements with their opponents to play during the week in lieu of one of their scheduled practices.

## FIELD RESERVATION

With the growth of the Fort Collins community and the increasing demand for recreation, the City's resources have been severely impacted. It is not just the increase in the existing sports, but the addition of several new sports, i.e. lacrosse and field hockey, as well as the expansion of the parochial school demands for fields for practice and games.

Check with the City of Fort Collins regarding their field reservation policies. In order to reserve a field, you must contact the City of Fort Collins Recreation Division – Sports, which is located at 413 South Bryan Avenue (221-6383).

The most significant impact of this policy has been on weekday practice space. With nearly 400 youth developmental and competitive and adult recreational teams participating each season, the Fort Collins Soccer Club has not reserved practice space for any team. It is the policy of the Club to use the priority of "first come, first served" for the use of practice space and to encourage coaches to work together to share the practice space.

The City of Fort Collins has assured us that they will provide a certain number of fields for "drop in use". That is, the fields will be available according to "first come, first served"; the City will make a list of these fields available. The FCSC strongly encourages its teams to refrain from reserving and monopolizing the limited number of fields that are available.

Because a single team does not need an entire field to train on, the Fort Collins Soccer Club strongly advises coaches to work together to share the available field space for practice. The reservation of fields should only be done in limited situations such as informal scrimmages or games involving more than one team.

We can accomplish much more working together; our ultimate goal is the good of the game for all participants.

## LIGHTNING

(Adapted in part from Lightning Data Center, Denver Co)

The following information is to aid you in making a decision with regard to lightning present during games and practices:

When may lightning strike? It has been shown that it is possible to be struck by lightning miles and miles away from the center of a thunderstorm, sometimes even as a "bolt from the blue." Therefore, the generally accepted safe distance (3 km) of 10 seconds between seeing the flash and hearing the thunder is only relatively safe. So hearing the thunder or seeing a flash is in itself reason enough to look for adequate shelter.

Prevention: As mentioned above, lightning may strike over a fairly long distance. Seek shelter when you hear the thunder or see the lightning, especially if you are in an exposed area. Field players (soccer, hockey, golf, and so on): try to shelter in a stony building, a car or bus. Never shelter under freestanding trees. **Be aware of the risks when a thunderstorm is approaching, do not panic, use your common sense.**

## **STANDARDS OF CONDUCT**

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In an effort to work within our stated goal of education and to deter misbehavior, the Fort Collins Soccer Club has adopted the following Standards of Conduct, which are an adaptation of the Colorado State Youth Soccer Association Standards of Conduct. For those who persist in violating these standards, the Fort Collins Soccer Club may assess penalties in addition to those assessed, if any, by the relevant State organizations (either the CSYSA or the CSSA).

Sanctions may include:

Additional suspensions from games for players or coaches.

Suspension of identified spectators from attendance within fifty yards of a game site for a specified number of games.

Dropping the affiliation with the Club of a coach, player or team.

Probation of a coach, player or team.

Sanctions will usually follow instances of serious misbehavior that would bring the sport of soccer into dispute in the community. Instances meriting investigation will be under the jurisdiction of the Club's Appeals Committee. The Appeals committee will announce its decision within fourteen days. The person or persons sanctioned may appeal to the Club Board of Directors which will consider the appeal and announce its decision within 14 days of the request for a hearing.

### **STANDARDS OF CONDUCT FOR SOCCER PLAYERS**

- I will not address remarks to referees, opposing players, coaches or spectators. This, of course, does not apply where remarks express genuine friendship and encouragement.
- I will not retaliate when fouled.
- I will avoid comments or gestures that express disagreement with the referee's calls.
- I will control my temper on the field and in the playing area.
- I will convey a consistently positive attitude toward my teammates and coaches.
- I will play against my opponents, not the referee. Worry over referee calls can distract me from playing my best.

### **STANDARDS OF CONDUCT FOR SOCCER SPECTATORS**

- I will not address remarks to referees, opposing players, coaches or spectators. This, of course, does not apply where remarks express genuine friendship and encouragement.
- I will never use foul language or obscene gestures.
- I will avoid remarks toward my own team members who make mistakes. If I am aware of the error, I am assured that the player is even more aware.
- I will applaud superior play by both teams.
- I will give consistent support to coaches and managers whether winning or losing.
- I will always stay two (2) yards or more from the field.
- I will cooperate immediately with any referee request.
- I will avoid comments or gestures that express disagreement with referee calls.

### **STANDARDS OF CONDUCT FOR SOCCER COACHES**

- I will exhibit exemplary conduct at games and practices.
- I will coach clean, skillful and honest soccer.
- I will coach sportsmanship and team morale, as well as, skills and tactics.
- I will stress playing the best we can and playing hard.
- I will maximize praise and minimize criticism.
- I will coach talented and less talented players with equal vigor.
- I will always treat the referees with respect, and use the correct channels if complaints are necessary
- I will not blame of credit conditions such as weather, referees, size of players, etc. for the result of the game.
- I will not address remarks to referees, opposing players of opposing fans.
- On other than game days and practice times, I will listen to feedback from players and parents concerning potential problems and ways to improve. I will treat confidential matters as such.