

## **WELCOME TO REGION 122**

Santa Barbara, Goleta, Montecito

OUR SOCCER SEASON IS COMPRISED OF FOUR PARTS  
YOUR CHILD MAY HAVE AN OPPORTUNITY TO PARTICIPATE IN ALL OF THEM.

### REGION SEASON:

This is the regular season and is the minimum season each child will play. This year divisions (U19, U16, U14, U12) *will play at UCSB and divisions (U10, U8, U7, U6, U5) will play at Girsh Park*

*U14, U12, U10 Mini-tournament: After 7 games, teams are re-divided into new groups to play a mini-tournament of at least 3 more games.*

*U14, U12, U10 League Playoffs: Teams finishing in the top of their divisions compete after 7 games to determine top teams.*

AREA PLAYOFFS: *U10 and older players finishing at the top of the mini-tournament or league playoffs will compete against neighboring regions.*

SECTION PLAYOFFS: Winners from Area Playoffs will compete against neighboring Areas.

POST-SEASON SELECT and ALL STAR TEAMS for players U10 and above, will be chosen in November by coaches and will continue playing soccer possibly into June.

EXTRA PROGRAM: This is an Inter-region program where teams are formed by tryouts. These teams play in a league instead of participating in the regular season.

**AYSO HOTLINE**

**805-687-4134**

**everyone plays<sup>®</sup>**

**INTERNET ADDRESS**

**[WWW.AYSO-SANTABARBARA.ORG](http://WWW.AYSO-SANTABARBARA.ORG)**

## ***INFORMATION FOR PARENTS AND PLAYERS***

### **EQUIPMENT**

**UNIFORMS:** A uniform consisting of shirt, shorts and socks is provided for your child's use at the beginning of the season and is yours to keep when the season ends. You are responsible for taking care of the full uniform. Do not iron the jersey. Players may not wear rings, watches, chains, necklaces, earrings, or hard pony tail holders or barrettes as these items may cause injury during play.

**SHOES:** Although not required, it is strongly suggested that players wear soccer shoes - the low-sided "football" style shoes with rubber or plastic molded cleats (no metal). Shoes with toe cleats are **not** allowed. Shoes should fit comfortably with athletic socks.

**SHIN GUARDS:** It is essential to protect the vulnerable shins. Shin guards can and do protect the player. A National Rule makes shin guards **mandatory**. They may be purchased from the region, local sporting goods stores, and stores such as Wal-Mart, K-Mart and Target. New light weight shin guards provide freedom of movement without being heavy and cumbersome. **A PLAYER MUST WEAR SHIN GUARDS AT ALL PRACTICES AND GAMES.**

**BALL:** Each player is encouraged to practice with a ball and it is recommended that a "real" soccer ball be obtained. For Divisions U5, U6, U7 & U8: Size "3"; In Divisions U12 & U10 Size "4"; Divisions U19, U16 & U14: Size "5". A player needs to practice with a ball to develop skill and coordination. Any time spent with the ball makes for a better player and active parent participation is greatly encouraged. It is strongly recommended that the player's name be put on the ball for identification. Each team will be given two soccer balls.

### **COACHES**

As a parent, you can help your child's coach by introducing yourself and thanking them for their interest in coaching a team. Support the coach's request that your child be on time for practices and games. If you do not stay for the entire practice session, pick up your child promptly at the end of practice. Be positive with your comments, and remember that a coach has a reason for his selection of player positions. Don't criticize the coach because you think your child should play a different position. Offer to help at practices. Remember that coaches volunteer their time and energy to instruct and help your child, and they need your cooperation and support.

### **REFEREES**

AYSO Referees are entitled to the highest respect from coaches, players and spectators. The referee's mistakes (and there will be mistakes) shall be accepted without complaint. Many of the referees have no children playing in our Region and all of them gladly give their time to help us.

Please **show them the respect they deserve** - they are volunteers. Express your appreciation for their commitment to our soccer program. The region is always in need of referees. If you are interested, contact the Regional Referee Administrator.

### **PARENT PARTICIPATION**

THE REGION AND THE CHILDREN NEED YOUR PARTICIPATION. Attend all practices and games. PARENTAL SUPPORT IS CRUCIAL. Learn about the rules of the game by reading, "The Rules of Soccer: Simplified." Above all, show tolerance of the players' mistakes and weaknesses. When attending games, cheer for all players on both teams as well as your own child. Every parent is requested to volunteer in some area of the program and there are various jobs available. Before your team's meeting, read the section on volunteering in this handbook and offer to help.

### **REGIONAL PHILOSOPHY**

The goal of Region 122 and the AYSO organization is to encourage the growth of soccer and promote positive child development. Although everyone engaged in sporting competition should have a desire to win, this desire should not be pursued to the exclusion of good sportsmanship, fair play and participation. AYSO is a parent-based volunteer organization providing a soccer program for all children regardless of experience or skill level. Registration of your child in our program implies responsibility to the team and adherence to the six principles of AYSO: **Everyone Plays, Balanced Teams, Positive Coaching, Open Registration, Good Sportsmanship, Player Development.**

### **EVERYONE PLAYS**

Each player is guaranteed to play at least half of every game, regardless of his or her level of skill or aptitude, **if the child:** ARRIVES ON TIME AT THE PLAYING FIELD FOR SCHEDULED GAMES PREPARED TO PLAY IN THE PROPER COMPLETE UNIFORM, SHOES, SHIN GUARDS, ETC. Additionally, no child will play the whole game until all teammates have played three quarters.

### **PRACTICE LOCATION AND ATTENDANCE**

As all of the coaches in AYSO are volunteers, practice times are scheduled at the coach's convenience during the week (Monday through Friday) and coordinated with the Region for field availability. Coaches will work together to make sure everyone has a place to practice and no team gets kicked off of a field. Practice fields are located at **parks, greenbelts and schools** throughout the community. Each player must arrange to arrive on time and be picked up on time. Cleats are best suited for most fields and should be worn at practices. It is recommended that each player bring water and an appropriately sized ball to practices.

## **GAME SCHEDULE**

Games are to be played according to the schedule and will not be canceled due to inclement weather except at the game site shortly before game time. See our calendar and field maps for game locations and dates. The schedule of games will be sent out by September 7th. The calendar, game schedule and other pertinent information can be found on our webpage, [www.ayso-santabarbara.org](http://www.ayso-santabarbara.org)

## ***SIDELINE ETIQUETTE***

AYSO soccer encourages positive self-esteem, discipline, personal responsibility, teamwork, acceptance of and learning from disappointment and success, as well as perseverance. It is also an enjoyable game to watch as well as to play. We believe that quality soccer can and should be developed, and that it can and should be fun. Therefore, the emphasis of our program is not on who wins but how the players and teams develop, and most importantly, did they have fun in doing so? We want all participants to reach their full, *age-appropriate* potential and to enjoy themselves in the process.

As spectators, we must realize that the players are trying their very best and deserve *our very best* in the way of support and encouragement. Negative comments have no place on the field or on the sidelines. We need to recognize that the effort of each player is 100% well intended and encourage each player to maintain that effort. It is also important to recognize all good play being demonstrated, *regardless of which team the player is on*.

The area off the field that the spectators occupy is on your own team's side, no closer than two yards from the touch line, and between the penalty areas. Under no circumstances will anyone be allowed behind the goal lines. Familiarize yourself with these field markings and remain within the area defined.

Allow the coach to be the sole source of coaching during the match, communicating tactical or technical adjustments to the players. As a coach, be sure that your coaching during the match is limited to positive, instructional or encouraging comments. Giving play by play instructions to all players thwarts their ability to put into effect the lessons you have stressed in practices and disallows them the opportunity to think on their feet.

The area off the field that the coaches occupy is called the "technical area" and is on your own team's side, no closer than one yard from the touchline, and up to ten yards from either side of the halfway line. The "technical area" is limited to the head coach and one assistant coach for that team. Not only are these to be the only persons occupying the "technical area," they are the only persons who may coach (give tactical or technical information) during the course of the match.

An important aspect of the AYSO program is *Sportsmanship*.

Good Sportsmanship is a core AYSO philosophy. Our goal is to avoid games ending with lopsided scores. When a team is ahead by 5 goals (goal differential), the coach of the leading team shall discretely make adjustments to dissuade his/her team from additional scoring. The referee team and/or region staff may also discretely notify the winning coach to pull back. The referee team will indicate on a game card, of any game with more than 5 goals differential, how the winning coach made adjustments when up by 5 or more goals. If, in the opinion of the referee team and region staff, the leading coach ignores the warning and fails to pull back, the coach and the team will be subject to disciplinary action by the board which may include suspension, game forfeiture, or other measures deemed appropriate by the regional board. If the winning coach has complied with the Sportsmanship rule, the referee team should indicate so on the completed game cards.

Our children need to experience:

1. The fun of hard fought but fair competition
2. Winning graciously
3. Losing graciously
4. Improving one's abilities through practice
5. Learning the social skills involved in being a member of a team, *and*
6. Acknowledging good play by teammates as well as opponents

One of the ways in which our children can learn and continue to have these experiences is by our demonstration of good sideline behavior. *Our children learn by watching, and imitating our conduct.* Keep a positive outlook and demonstrate it by supporting the coaches, players and referees, in spite of any mistakes they may make during the course of a match.

### ***VOLUNTEERING***

AYSO is a national non-profit organization established in 1964 to teach the game of soccer and develop positive character traits in children through their participation in a quality sports program. Our local region administers this program strictly through the efforts of volunteers. In order to provide the quality program our kids deserve, we need YOU! Following is a list of opportunities for you to consider. All volunteers will receive instructions for selected jobs.

Remember: **No Previous Experience is Necessary!**

***COACH:*** One of the most rewarding opportunities. First time AYSO coaches must attend coaching clinic and Safe Haven certification.

***ASSISTANT COACH:*** Assists the team coach during practices. NO EXPERIENCE NECESSARY. You will learn a lot about soccer and coaching, and enjoy working with the players. First time Assistant must attend Safe haven certification.

***REFEREE:*** NO EXPERIENCE NECESSARY. Must attend Referee Training Class. Referee socks and shirt are provided by the Region. Contact the Regional Referee Administrator if

you're interested. You will learn the rules of soccer and how to conduct the game, and enjoy participating in the game with the players.

**ASSISTANT REFEREE:** Assists the referee, calling the ball in and out of play, and offside. They must attend the Referee Training Clinic. Referee socks and shirt are provided by the Region. **NO EXPERIENCE IS NECESSARY.**

**TEAM PARENT:** Administrative assistant to the coach. The Team Parent is the primary communicator between the coach and the parents. Oversees and coordinates other parents in several areas: Refreshments, Parties, Newsletter articles, Banner making, Telephoning information, and anything else that pertains to the specific team. **NO EXPERIENCE NECESSARY.** Team Parent Meeting provides pertinent information necessary to perform duties. Coaches greatly appreciate a committed volunteer to fill this position.

### ***OPEN BOARD MEETING POLICY***

Regional Board of Directors Meetings are held monthly, generally the third Thursday of each month at 7 p.m. Monthly board meetings are open to parents of players in our region and to any interested party. You may contact the AYSO Hotline at 805-687-4134 if you have any questions.

### ***CHILD PROTECTION POLICY***

#### ***Administration***

1. Region **122** is committed to the protection of all its children from all forms of abuse and neglect while participating in the program and it promotes the awareness and prevention of child abuse in the community at large.
2. Region **122** shall have a *Child Protection Advocate*, who shall be responsible for overseeing the child protection program in accordance with AYSO guidelines. He or she shall be a member of the regional board and will act as the main resource on child protection issues and shall be the region's liaison with the *Coordinator of Child Protection Advocacy* at the AYSO Education Department.
3. Region **122** requires all volunteers to complete, date and sign the appropriate volunteer application form and its authorization to AYSO to perform applicant screening. All volunteers shall be screened at a level appropriate to the level of risk.
4. Region **122** shall have the right to revoke the participation of any individual who lies or knowingly misrepresents information on the application form, or who violates the principles of these child protection policies. AYSO shall have the right to revoke both the registration and certification of any volunteer who falsifies information, is found guilty of child abuse, or fails to fill in and return the volunteer application form.

5. The complaint, grievance, and appeal process shall be as described in Article 9 of the regional guidelines, with the addition of appeal to AYSO if it is the screening agency. The names and identities of the claimant and the defendant shall be protected at all times during the proceedings. The claimant need not be present to give evidence at any ensuing hearing, thus avoiding victimizing the child a second time.
6. A volunteer accused of abuse will be asked to resign voluntarily. If the volunteer refuses, the board will move to suspend the volunteer until the matter has been resolved. Regardless of civil or criminal guilt for the alleged child abuse, the continued presence of the volunteer in the program will damage the reputation of the region, even during the investigation and pretrial phase.
7. A volunteer accused of child abuse but subsequently cleared may apply for reinstatement in the region. However, reinstatement is not a right, and reinstated volunteers are not guaranteed to return to their former positions.

### ***Training***

1. All coaches, referees, other volunteers who work directly with children, and the child protection advocate shall be trained before working with children. Head coaches must be certified; assistant coaches and referees should be certified.
2. Only official AYSO materials and courses (or those approved by AYSO) may be used to train and certify these key volunteers.
3. Properly signed rosters of attendees will be sent to AYSO Education to validate each attendee's training, and certification, and to insure that the coaches and referees are registered with AYSO.
4. Courses and clinics shall be taught by AYSO certified and registered teachers and instructors, or be under the supervision of AYSO trained instructors. Only official AYSO programs, procedures, and policies will be taught.
5. Other volunteers will be trained before they do their jobs, including child protection training as appropriate. Whenever possible, "on the job training" will be avoided.
6. Volunteers shall be subject to ongoing evaluation, and additional training may be required to maintain good standing within the region and the organization.

### ***Supervision***

1. The coach administrator and referee administrator shall cooperate with the child protection advocate to ensure the safety of the region's players.
2. The coach administrator and the child protection advocate annually shall meet with the head coach of each team, either jointly or separately, to review child protection and supervision responsibilities.
3. The coach administrator shall observe and review the performance of coaches to see that it

conforms to the standards set by this child protection policy.

4. The head coach of each team shall be responsible for assuring that at least two responsible adults (one of whom may be the coach) are with his or her team at all times (See #6 for supervision ratio). The head coach is also responsible for informing assistant coaches and team parent about child protection issues, supervision rations, and reporting procedures.
5. Once the head coach has assumed charge of the children on his or her team, he or she remains responsible until a duly designated adult has taken charge of each child after practice or a game. No child shall be left unsupervised after a game or practice. Parents who are unreasonably late or consistently tardy should be reported to the child protection advocate for action. Each coach may establish a standing policy of where children may be picked up by late parents.
6. The supervision ratio shall be 1:8 or less; that is, one adult for every eight or fewer children, with the stipulation that there be two adults present at all times.
7. The referee administrator and the child protection advocate annually shall meet with the referees, either jointly or separately, to review child protection and supervision responsibilities.
8. The referee administrator shall observe and review the performance of the referees to see that it conforms to the standards set by this child protection policy.
9. The game referee is responsible for providing a “child safe” atmosphere for the match, and has both the duty and authority to take any reasonable action to make it so. The referee is to report to the referee administrator and child protection advocate any cases of questionable conduct toward children by any coach, player, parent, sibling, or spectator before, during, or after the match.
10. For the protection of both the children and the volunteer, AYSO and Region 122 strongly recommend that no volunteer permit himself or herself to be alone with any child or group of children (except his or her own) during AYSO-sponsored activities.
11. Volunteers shall not have AYSO activities away from the practice or playing fields without prior notification to the RC, the child protection advocate, *and* the parents. Such notification shall be in writing, stating the nature of the activity, the names of the children involved, and the names of the adult supervisors.

### ***Conduct***

1. Region 122 advocates and expects exemplary behavior by all its participants, and it will hold a **strict line** on conduct as laid out in these policies, regardless of whether misconduct is committed by coaches, referees, players, siblings, parents, or spectators.
2. Demeaning verbalizations are not permitted, especially those abusive statements that deal with race, ethnicity, religion, nationality, gender, age, or sex.

3. In addition to verbal abuse, physical, emotional, sexual, and ethical abuses are prohibited, as is neglect of a child. Examples of potentially abusive behaviors include but are not limited to striking, hitting, slapping, pushing, kicking, shaking, biting, yelling, threatening, insulting, mocking, demeaning, indecent gesturing, wanton gesticulation, ogling, suggestive posturing, inappropriate touching, lewd remarks, indecent exposure, unwanted physical contact, suggestions to cheat or to harm another, or unreasonable pressure to play when sick or injured.
4. Some forms of touching are acceptable as long as they are respectful and appropriate:
  - \*Touching should be in response to the need of the child, not the need of the adult.
  - \*Touching should be with the child's permission.
  - \*Resistance to touching must be respected.
  - \*Touching should never include the breast, buttocks, or groin.
  - \*Touching should be done in the open, not in private.
  - \*Touching should have a brief, limited duration.
  - \*Touching is age and developmentally dependent; what's appropriate changes over time.

**LOTS OF OTHER POSITIONS ARE AVAILABLE.  
IF INTERESTED, CONTACT OUR VOLUNTEER COORDINATOR TO VOLUNTEER.  
([sixolives@cox.net](mailto:sixolives@cox.net))  
YOUR PARTICIPATION IS GREATLY APPRECIATED!**

#### ***FUNDRAISING***

Regional & Team Sponsors greatly enhance the quality of AYSO's program in our community.

As a non-profit organization, these sponsorship donations are tax deductible to businesses. For your information, our tax identification number is 95-6205398.

Please remember that no one in our region gets paid for his or her efforts as a volunteer with the American Youth Soccer Organization. As you read this message, think about who you might know who could help our organization this coming season.

#### ***VIP PROGRAM***

The VIP Program carries the AYSO philosophy of "Everyone Plays" to a new height, including all children. The mission of the AYSO VIP Program is to provide a quality soccer experience for children whose physical or mental challenges make it difficult to successfully participate on regular AYSO teams. In the American Youth Soccer Organization, these kids are Very Important Players (VIP). AYSO recognizes that all children need to feel a sense of belonging and acceptance, and offers that acceptance through its VIP soccer program. Region 122 embarks on its fourth year of offering a VIP program which operates within the existing structure of our region. The VIP Division offers an opportunity for players and parents alike to participate in a supportive environment, to be a part of a team, to learn about the game of soccer, to make new friends, and most of all, to have FUN!

Wherever you live, there are potential VIP players in our valley schools and our community. With your help, these kids can have the benefits of sports participation in our VIP soccer program. If, as you read about the AYSO VIP Program and think of someone who might meet the criteria of a VIP player, please share this information with them. If you or they have any questions about this very exciting and rewarding part of our program, just email us at [jmpesb@cox.net](mailto:jmpesb@cox.net)

## REGIONAL GUIDELINES, Region 122

### ARTICLE ONE

#### *PURPOSE*

The purpose of these Guidelines is to regulate the affairs of the Region. These Guidelines have been adopted pursuant to Section 1.04 of the National Bylaws of the American Youth Soccer Organization (AYSO) and are subject to such Bylaws, the Articles of Incorporation of AYSO, the AYSO National and Section One Rules and Regulations, the Area N Guidelines and the Policies adopted from time to time by the AYSO National Board of Directors (collectively, the “National Regulations”) and are hereby incorporated by reference. To the extent that these Guidelines conflict with or are in contradiction to any of them, they shall prevail over these Guidelines.

### ARTICLE TWO

#### *MISSION*

To develop and deliver quality youth soccer programs which promote a fun, family environment based on our philosophies:

**Everyone Plays** - Our goal is for kids to play soccer---so we mandate that every player on every team must play at least half of every game. Additionally, no one plays the entire game unless all teammates play at least 3 quarters.

**Balanced Teams** - At the start of each primary season we form teams as evenly balanced as possible---because it is more fun where teams of equal ability play.

**Positive Coaching** - Winning kids are built up, not torn down! We train and encourage our coaches to make the extra effort to understand and offer positive help to our players, rather than negative criticism.

**Open Registration** - Our program is open to all children between 4 and 19 years of age who want to register and play soccer in our program. Interest and enthusiasm are the only criteria for playing.

**Good Sportsmanship** - We desire to create a positive environment based on mutual respect, rather than a win-at-all-costs attitude, and our program is designed to instill good sportsmanship in every facet of AYSO.

**Player Development** - We develop the whole player: mentally, socially and physically. Our games for older children are competitive.

## **ARTICLE THREE**

### ***DUTIES AND RESPONSIBILITIES OF THE REGION***

The duties and responsibilities of the Region shall be:

- (a) To run a quality youth soccer program in a safe environment that complies in letter and spirit with the philosophy, objectives and National Regulations of AYSO;
- (b) To maintain good community relations and become involved in youth development and other community activities;
- (c) To register players, coaches, referees, and other Regional officials;
- (d) To assign players and coaches to assure proper balance of teams within any one age division within a reasonable geographical area;
- (e) To obtain and maintain safe playing facilities;
- (f) To obtain and be accountable for uniforms, balls, goals and other necessary equipment;
- (g) To schedule games;
- (h) To assign referees;
- (i) To disseminate information to the participants, their families and the community concerning the Region and its programs;
- (j) To recognize volunteer efforts;
- (k) To make available to the participants and their families of the Region these Regional Guidelines and any attachments hereto;
- (l) To collect and disburse fees and other moneys for the sound financial organization and operation of the Region, to keep and submit to the National Office, as required, accurate financial records to insure continuation of the tax exempt status of AYSO, and to pay the National Office prior to the start of the season the National portion of its registration fees and for its purchases;
- (m) To comply with the Soccer Accident Insurance Program and to submit on a timely basis accident notification forms and SAI claims to the National Office;
- (n) To notify the National Office of any threatened or actual claim against the Region;

- (o) To implement AYSO National programs available to the Region, including referee and coach training at least once a year;
- (p) To assist in and encourage the growth and development of AYSO programs both within and outside of the Region; and
- (q) To participate in Area W, Section **10** and National events and programs as practicable.

## **ARTICLE FOUR**

### ***MEMBERSHIP IN THE REGION***

Participation is strongly encouraged in all facets of the Region.

There shall be three kinds of members in the Region:

**Participating Members:** those persons serving the Region in a coaching, refereeing or administrative capacity, including the members (“Board Members”) of the Regional Board of Directors (“Regional Board”) who shall, in the case of coaches and referees, be registered with the AYSO National Office on the appropriate forms prescribed by AYSO.

**Playing Members:** all registered soccer players.

**Contributing Members:** those persons who the Regional Board grants membership to recognize a contribution of value to the Region or to express its gratitude.

The names, addresses and telephone number of all members of the Region, as well as the information contained in the AYSO Executive Member Directory, are private and confidential and may not be disclosed or distributed to anyone, including any vendor or sponsor, without the prior written approval of the National Office.

## **ARTICLE FIVE**

### ***MANAGEMENT OF THE REGION***

1. The Regional Board shall conduct the business and affairs of the Region.
2. Unless otherwise specifically provided by these Guidelines, all decisions of the Regional Board shall be made by the Regional Commissioner (“RC”) unless he/she defers the decision to the Regional Board for a majority vote. The RC may veto any such decision if the effect of such decision would be to violate any of the National Regulations.
3. The RC shall set the date for the monthly Board meeting. All Regional Board meetings shall be open to all participating members unless the RC determines that it is necessary to hold an executive session. The Board shall take minutes of the proceedings at each meeting.

4. Board members shall be appointed by the RC to hold office for twelve months or until their successors shall have been duly appointed. Regional Board members may recruit and submit names for consideration by the RC for appointment to the Regional Board. Regional Board members need not be parents of participants in the Region, but should have previous involvement in the Region.
5. Whenever there is a vacancy in the position of RC, the Regional Board, including the outgoing RC, shall recommend a successor and submit such recommendation to the Area Director. The term of the RC is limited to three years.
6. No Board member or any other participant in the Region shall receive monetary or other compensation for his/her services to the Region, nor may he/she use his/her position to benefit him/her directly or indirectly in any other way, such as a supplier of equipment or camp programs to the Region.
7. Any vacancy on the Regional Board may be filled by the recommendation of the Regional Board members and the approval of the RC, and the person filling such vacancy shall serve until the conclusion of the twelve month term or until his/her successor has been duly appointed.
8. **Any Board Member (except the RC) may be removed in accordance with Article Nine, Section Four of these Guidelines.** The RC may be removed only by the National Board in accordance with Section 3.07 of the National Bylaws.
9. The first of March begins the term for a new RC or the next season's Board.

## **ARTICLE SIX**

### ***OFFICERS***

The Regional Board shall consist of the positions listed below. All board members shall be voting members.

#### **Regional Commissioner**

The RC will have the responsibility and the authority to manage the day-to-day business of the Region within the framework of the National Regulations and these Guidelines. The RC shall administer all of the Regional activities:

- (A) Registering players, coaches, referees administrators.
- (B) Assigning of players and coaches to assure proper balance of teams within any one age division within a reasonable geographical area.
- (C) Locating, obtaining and maintaining proper playing facilities.
- (D) Securing of uniforms, balls, goals and other necessary equipment.
- (E) Scheduling of league, post-season and friendly games and events.

- (F) Complying with the Soccer Accident Insurance Program and submitting claims to the National Office.
- (G) Disseminating information.
- (H) Judging and ruling on appeals and disputes.
- (I) Overseeing the selection of an appropriate volunteer staff.
- (J) Keeping the Regional Board informed of actions and decisions on matters of importance.
- (K) Attending Area N meetings, the Section One AGM and the National AGM.
- (L) Maintaining close liaison with the AD and coordinating all extra-regional activities through the AD.
- (M) Making such other decisions and taking actions as may be required to run the Region, within the limits of the Regional budget and these Guidelines. RC shall preside at all meetings of the Regional Board.

The RC may be suspended by the AD or the Section Director (“SD”) and suspended or removed only by the National Board of Directors (the “National Board”).

#### **Assistant Regional Commissioner**

The ARC will have the responsibility and the authority to help the RC manage the day-to-day business of the Region within the framework of the National Regulations and these Guidelines. The ARC shall help administer all of the Regional activities.

#### **Treasurer**

The Treasurer shall have custody of all funds, securities, evidence of indebtedness and other valuable documents, and shall deposit funds and securities in the name and to the credit of the Region in a bank or depository. The Treasurer shall keep in appropriate books an accurate account of all money received and paid out.

The Treasurer shall give a report of the funds, receipts and disbursements of the Region monthly or at such other times as requested by the Regional Board and shall be responsible for timely filing with the National Office the Regional Information Form, the annual budget, and such other information as may be requested or required from time to time by the National Office. The Treasurer shall promptly, upon receipt, pay to the National Office the National portion of the registration fees of the Region before the start of each season.

#### **Child and Volunteer Protection Advocate**

The Child and Volunteer Protection Advocate shall be responsible for overseeing the child protection program in accordance with AYSO Guidelines and act as the main resource on child and volunteer protection issues within the region. As the region’s liaison with the Coordinator of Child Protection Advocacy at the AYSO Education Department, he/she shall keep the region apprised of certification requirements for volunteers and new developments affecting the region’s Child Protection Policy.

#### **Safety Director**

The Safety Director shall be responsible for administering the AYSO Soccer Accident Insurance

Program and liability insurance program for the Region, handling all reports of accidents and/or SAI claims for such programs, ensuring the safety of all participants in the Region by inspecting all field equipment, goal posts and fields to ensure they are in safe condition, and making safety information available.

### **Coach Administrator**

The Coach Administrator shall be responsible for the recruiting, training and supervising of all coaches in the Region. He/she shall arrange for and/or give clinics and training programs where needed and disseminate information when appropriate to assist local coaches. He/she shall coordinate his/her efforts with the RC and the Area Coaching Administrator.

### **Director of Coaching Instruction**

The DCI shall be responsible for running the coach training program and setting up the coaching classes.

### **Referee Administrator**

The Referee Administrator shall be responsible for the recruiting, training and supervising of all referees in the Region. He/she shall arrange for clinics and training programs at least annually, and shall coordinate his/her efforts with the RC and the Area N Referee Administrator. In addition, the Referee Administrator should appoint a Referee Instructor (to assist in maintaining the referee training program component of the AYSO National Referee Program) and a Referee Assessor (to assist in administering the certification component of the AYSO National Referee Program).

### **Youth Referee Director**

The YRD shall be responsible for running the Youth Referee Program.

### **Referee Mentor**

The Referee Mentor shall be responsible for mentoring referees and helping them advance in the referee program.

### **Director of Referee Instruction**

The DRI shall be responsible for running the referee training program and setting up referee classes.

### **Registrar**

The Registrar shall be responsible for the proper registration of each member in the Region on the appropriate official AYSO Registration Forms, the mailing of the registration diskette to the National Office prior to the start of the season, the distribution of the other copies of such forms as required, the collection of the registration fees and the turning over of such fees to the Treasurer.

### **Secretary**

The Secretary shall take minutes at all meetings of the Regional Board. The Secretary shall ensure that these Guidelines are made available to all participating members.

### **Purchasing Director**

The Purchasing Director shall be responsible for the purchasing of uniforms and equipment for the Region. He/she is the only person authorized, other than the RC, to make purchases for the Region from the AYSO Store or Youth Sports Publishing.

### **Division Administrator and Division Director**

Division Directors shall manage the division assigned, assisting the RCA in recruiting, training, supervising coaches, and disseminating information to coaches, players and spectators.

### **Volunteer Coordinator**

The Volunteer Coordinator shall be responsible for recruiting new volunteers both from within and outside the region in order to enhance the quality of the program. This position may include visiting local community service organizations or other organized groups to share the vision of AYSO in our community and promote volunteerism.

### **Youth Member at Large**

This member is a player who attends board meetings to insure that player concerns are heard by the board. He/she also gives a player's perspective to discussion that the board is having.

## **ARTICLE SEVEN**

### ***INFORMATION ABOUT THE PROGRAM***

#### **1. Team Assignments**

Team assignments shall be made by the Administrator for each division. Retention of players on any team shall be limited to the head coach's child(ren). Except for the foregoing, there shall be no automatic retention of players from the previous season. Every attempt shall be made to balance the skill level of teams within each division. Once teams are formed, no transfer of any player from one team to another may be made without the approval of the Division Administrator, the coaches of both teams involved, and the parent or guardian of the player. Player movement down from the age appropriate division will not be allowed. Under certain circumstances, players can be moved up if the administrator of the division that player is supposed to be in approves the move, the administrator of the division the player is moving up to approves the move, and a written statement from the parent acknowledges that the players in this division are older, and states that this move is in the best interest of the family and the player. Any of these moves may be disallowed by the Regional Commissioner.

#### **2. Registration Fees & Refunds**

The registration fee for each player participant shall be fixed annually by the Regional Board. The fee for this season is \$165 per player. There is a \$10 sibling discount. There is a discounted fee for early registration of \$125 per player with a \$10 sibling discount. Such fees may be waived in whole or in part with respect to any participant at the discretion of the Scholarship Coordinator if, in his judgment, the requirement of the fee would create a

hardship for the participant or his/her family. A full refund shall be made only if the player has not attended a scheduled practice. A 50% refund will be made if the player has attended a practice but not received a uniform or, received a uniform but returns it in its entirety.

### **3. Eligibility**

All boys and girls, between the ages of 4 and 19, based on their age as of July 31, shall be eligible to register for the program, subject to field availability and volunteer support and such rules as may be issued by the Regional Board.

### **4. Length of Season and Cancellation of Games**

The regular season will begin in September and run up to the weekend before Thanksgiving. Those U14, U12, and U10 teams continuing play in the Area tournament will play in the month of December, and, possibly in the Section and Tri-Section Tournaments in March. Inclement weather or poor field conditions may necessitate the canceling of games. Any such cancellation will be made at the discretion of the RC. Participants are required to be at the field for their scheduled game. Failure to be present with the legal minimum number of players (For Divisions U12 and up this number is seven/For Division U10 this number is five) shall result in a forfeit.

### **5. Attendance & Participation**

Every player shall be entitled to play at least half of every game. No player may play the entire game unless every other player plays least three quarters of the game. Parents must be aware however that late arrival for a game is disruptive to the team and must be avoided. Therefore, while a player arriving during the first quarter will play the above numbered quarters, any player arriving during the second or third quarter may result in the player participating in only one quarter.

### **6. Team Sizes**

U5: 4 year olds: Non-competitive. 5 players maximum per team. 3 players are on the field at a time. No goal keepers. Small sized field. Games and practices are on Saturdays. 20 minute practice followed by 30 minute game (two 12 minute halves). Teams change on the field on the hour. Size of soccer ball : # 3

U6: 5 year olds: Non-competitive. 9 players maximum per team. Games are played 6 v 6 with no goal keeper. Games are not to exceed 40 Min. They are divided in two halves of 20 Min each with substitution taking place halfway through each half. Laws of soccer have been simplified and we do not keep standings. Size of soccer ball : # 3

U7: 6 and 7 year olds: Non-competitive. 9 players maximum per team. Games are played 6 v 6 with no goal keeper. Games are not to exceed 40 Min. They are divided in two halves of 20 Min each with substitution taking place halfway through each half. Laws of soccer have been simplified and we do not keep standings. Size of soccer ball : # 3

U8: 7 and 8 year olds: Non-competitive. 10 players maximum per team. Games are played 7 v 7 with a goal keeper. Games are not to exceed 40 Min. They are divided in two halves of 20 Min each with substitution taking place halfway through each half. Laws of soccer have been simplified and we do not keep standings. Size of soccer ball : # 3

U10: Competitive. Games are played 7 v 7 with a maximum of 10 players on each team. Games are not to exceed 50 Min and are divided in two 25 Min halves with substitution taking place halfway through each half. Games will be conducted in accordance with FIFA Laws of the game and with AYSO rules when applicable. i.e Red and Yellow cards are not to be used in U10 games. Size of soccer ball : # 4

U12: Competitive. Games are played 9v9 with a maximum of 12 players on each team. Games are not to exceed 60 Min and are divided in two 30 Min halves with substitution taking place halfway through each half. Games will be conducted in accordance with FIFA Laws of the game. Size of soccer ball : # 4

U14: Competitive. Games are played 11v11 with 14-15 players on each team. Games are not to exceed 70 Min and are divided in two 35 Min halves with substitution taking place halfway through each half. Games will be conducted in accordance with FIFA Laws of the game. Size of soccer ball : # 5

U16/19: Competitive. Games are played 11v11 with 12-18 players on each team. Games are not to exceed 80 Min and are divided in two 40 Min halves with substitution taking place halfway through each half. Games will be conducted in accordance with FIFA Laws of the game. Size of soccer ball : # 5

## **7. Practice**

Practice will not exceed 2 hours, twice a week, for Divisions U19, U16, U14, U12 and U10. For Divisions U8, U7 and U6, practice will not exceed 1 hour, once a week. It is the responsibility of the parents/guardian to make sure that their child attends practice. If a player is going to miss practice the coach or the team parent should be notified as soon as possible. Practices are arraigned with local schools and parks. The Practice Field Coordinator will help with arrangements.

## **8. Protests**

No protest of games shall be permitted. However, coaches are encouraged to file a written report with the Referee Administrator within 48 hours after a game of any misapplication of the basic rules by the referee, **excluding judgment calls**, and, if, after investigation by the Referee Administrator, it is found that a rule was misapplied, such referee shall be so informed in order to ensure that no further misapplication occurs.

## **9. Conduct During Games**

The highest standards of conduct and good sportsmanship must be maintained at all times. Abusive or foul language is forbidden. All participants must wear the official uniforms

provided at all times and dress in them in a neat, clean manner. The use of shin guards is required at all practices and games. Coaches are expected to be positive and set the best possible example for the participants.

Excessive coaching from the sidelines shall not be permitted, and the function of the coach should be to provide encouragement and a positive direction. The coach may enter the field of play only with the consent of the referee and may coach only within ten yards in each direction from the halfway line of the field (in no event in either of the penalty areas or from behind the goals). Spectators at games must remain back one yard from the touchline and between the penalty areas, and their vocal efforts should be limited to positive compliments to the participants. **Under no circumstances should they attempt to coach or address remarks derogatory to players or the referee.** Coaches and spectators must remain on their respective sideline and the coach is responsible for the conduct of the spectators. At the end of the game, the players on each team shall line up and shake hands with the players of the opposing team and thank the referee and assistant referees. Discipline shall be up to the referee at each game, and the referee shall have the power and authority to discipline and send off players and coaches (including spectators, in the case of outside interference) from the playing area if their conduct violates these Guidelines or otherwise interferes with the course of play. No appeal of disciplinary action taken by a referee shall be allowed. **Any dissent or audible remarks made toward a Youth Referee will not be tolerated. Such behavior will result in immediate expulsion.** Additional sanctions to spectators or coaches or players who receive red cards or expulsions may be made at the discretion of the Regional Board upon thorough review of the incident following the procedures outlined in Article 9 (Dispute Resolution). No coach however shall coach in post season play if he/she has received a red card during the regular season.

#### **10. Refreshments at Games**

It shall be the responsibility of each team to supply its own refreshments. Healthy refreshments are recommended.

#### **11. Parental Participation**

Each Parent who has a player in the Region shall be strongly encouraged to volunteer his or her services in some way. The Region shall not reduce or eliminate the player fee based upon voluntary work done by a participant's parents or guardians and shall not charge an additional fee to those parents who do not volunteer their services.

#### **12. Equipment**

The Region shall supply each player with a shirt, shorts and a pair of socks. Each player is expected to provide his/her own appropriate footwear and shinguards. Shinguards must be worn under the socks.

#### **13. Standings**

The method of standings and division winners for the season shall be determined by the Regional Board. As Divisions U8, U7 and U6 are instructional leagues there will be no scores recorded or standings kept. All players in these divisions are winners.

## **ARTICLE EIGHT**

### ***FINANCIAL, BANKING AND RELATED MATTERS***

#### **1. Budget; Financial Statement**

The Regional Board shall adopt a budget which provides the basis for setting registration fees. At the end of each season, the Regional Board shall cause to be prepared a statement of income received and amounts expended in connection with the program. Such statement will be available to the parent or guardian of each player upon request.

#### **2. Account Signatories**

All checks drawn on the Region's bank account shall bear two signatures, one of which must either be the Treasurer's or the RC's. Additional signatories must be authorized by Regional Board action. Two signatories from the same household shall not be allowed.

#### **3. Transfer of Funds**

All funds received by the Region, whether from fees, gifts or otherwise, must be deposited into the Region's checking account, from which all expenses and disbursements must be paid. All funds transferred in or out of the Region's savings account must be transferred from or to the Region's checking account.

## **ARTICLE NINE**

### ***DISPUTE RESOLUTION***

#### **1. General Policy**

It is the policy of this Region to resolve all disputes involving persons involved in the Region in an amicable way, and, if disciplinary action is found to be necessary, to take only the minimum action necessary. All means available will be taken to avoid legal action, including emphasizing compromise rather than principles and avoiding personality conflicts.

#### **2. Procedure**

If it is determined that it is necessary that a person involved in the Region needs to be disciplined or his or her participation in the Region limited or terminated, then the RC or the Regional Board shall give notice in writing to such person of the intention of the Region to take action, specifying the action to be taken and the reasons therefore and giving such person a reasonable opportunity to explain why such action should not be taken. Such opportunity to respond may be in person at a hearing, by telephone or in writing. The RC may appoint a disinterested committee to consider such discipline. After such opportunity has been given, the RC, Regional Board or committee shall make its determination and announce it in writing to all persons concerned and such determination shall be final and

binding on all concerned unless it is determined by the AD, or, if he/she is not disinterested, the SD, that such determination is arbitrary and capricious or the procedure was not fair or the person or persons making such determination are found not to have been disinterested.

### **3. Suspension**

The RC or Regional Board may suspend a person involved in the Region from further involvement in the program on notice (by telephone, fax or writing or in person) if there is found to be an imminent danger to the program by his or her continuing involvement or if a crime has been alleged to be committed by such participant. Such a suspension must be followed by a disciplinary hearing described in Paragraph Two.

### **4. Removal**

The RC or Regional Board may remove a person (whether or not suspended) involved in the Region, **including a Regional Board Member**, from further involvement in the program on notice and after a determination is made that removal is appropriate, as the result of a disciplinary hearing described in Paragraph Two, if there is found to be (a) a violation of the National Regulations, principles or philosophy of AYSO or (b) conduct which disrupts the Region's or AYSO's activities or programs.

## **ARTICLE TEN**

### ***CHANGES IN GUIDELINES***

These Guidelines shall become effective after being approved by the RC and the existing Regional Board, the AD, the SD and then submitted to the National Office. Once adopted, these Guidelines may only be amended by the Regional Board by a 2/3 vote of the Board Members, with the approval of the RC, the AD and the SD.