

4S Ranch Youth Soccer Association

Handbook

To all our soccer parents and players:

Please read this handbook. It holds the answers to many commonly-asked questions.

We especially encourage you to take the time to review the section on players' and parents' responsibilities and rights with your son or daughter. Players who are prepared are happier, safer players who will benefit the most from what our League has to offer.

Have an excellent season!
4S Ranch Youth Soccer Association Board

TABLE OF CONTENTS

Preface

1. [Purpose and Mission](#)
2. [Parent Support and Resources](#)
3. [Eligibility](#)
4. [Registration](#)
5. [Registration Fees](#)
6. [Refunds](#)
7. [Sponsorships](#)
8. [Team Formation](#)
9. [Player Ratings](#)
10. [Levels of Play](#)
11. [Players' Rights and Responsibilities](#)
12. [Coaches' Rights and Responsibilities](#)
13. [Parents' Rights and Responsibilities](#)
14. [Soccer Conduct](#)
15. [Procedures for Grievances](#)
16. [Practice and Season Play](#)
17. [Weather, Cancellations, Rescheduling](#)
18. [Insurance Coverage](#)
19. [Special Rules for U4/5 and U6](#)
20. [Special Rules for U-8](#)

1) PURPOSE AND MISSION

Our mission is to be the premier youth soccer organization in San Diego County providing quality services to our players, coaches, administrators, and families. We will build leadership and programs

that build character and empower our players to become responsible adults. The youth soccer experience is our priority, emphasizing Safety, Fun, Fair Play, and Development.

2) PARENT SUPPORT AND RESOURCES

The 4S Ranch Youth Soccer Association (4SRYSA) is a volunteer organization. Its success is dependent upon the involvement of all participants. We encourage everyone to volunteer in some capacity. Board members conduct the day-to-day business of the Association through meetings held on the first Monday of each month. All those who have business they would like to see placed before the Board are welcome to attend. Only Board members are eligible to vote. Parents are encouraged to serve one year on the Board during their child's soccer career.

IMPORTANT: The League depends entirely on parent volunteers. **WE STRONGLY REQUEST THAT AT SOME TIME DURING YOUR CHILD'S PARTICIPATION IN THE 4SRYSA, YOU VOLUNTEER TO COACH OR PARTICIPATE IN THE LEAGUE IN ONE OF THE MANY VOLUNTEER CAPACITIES. VACANCIES ON THE BOARD MEAN NO SOCCER SEASON!** Please check in with the League website.

Each Division has a Division Director; your player's coach will have the name and phone number of that person, should you have questions or concerns during the season. If the Division Director can't help you, he or she will refer you to the appropriate Board member.

3) ELIGIBILITY

The 4SRYSA primarily serves those youth residing within the area encompassed by the boundaries of 4S Ranch and the surrounding communities (including Bernardo Heights, Del Sur, and Rancho Bernardo), although players may come from outside this area. A player must be at least 4 years of age on July 31 of the year s/he wishes to play.

4) REGISTRATION

Players who did not play the previous year in the 4SRYSA Fall season must bring a copy of their birth certificate with them to registration. All registration forms and all requests to "play up" (to play in an older age group than the one to which a player would normally be assigned) must be signed by at least one parent or legal guardian. Eighteen-year old players may sign their own registration forms. Competition (Class III) players must bring two copies of an official birth certificate **EACH YEAR OF PLAY**. There are two walk-in registration opportunities in April preceding the season. After that, registration is by mail-in only. Check the website for locations where forms can be picked up.

BECAUSE OF POTENTIAL SHORTAGES OF FIELDS, COACHES, AND SPONSORS, no one is guaranteed a spot on a specific team. What we can guarantee is that we will always do our best to place every child who registers on a team.

5) REGISTRATION FEES

Fees will be set by the Board of Directors depending upon current operating expenses and financial reserves. The cost of the program is only partially covered by the annual registration fee. The fees will be kept as low as possible; economic considerations will not keep any interested player from participating.

6) REFUNDS

Requests for refunds MUST BE MADE IN WRITING UTILIZING THE LEAGUE'S "REFUND REQUEST FORM". NO REFUNDS AFTER FIRST GAME.

7) SPONSORSHIPS

Our registration fees do not cover all our costs. Sponsorships are CRITICAL to the success of our program. We currently offer the following sponsorship opportunities:

\$1,000.00-Business Sponsorship (Business name on jerseys); \$250 – Team Sponsorships (Business Sponsor Name on Team Banner)

Business sponsors receive a thank you plaque

We encourage parents to sponsor their player's teams!

8) TEAM FORMATION

Our first priority is to form teams that are balanced. We strive to balance teams by age and ability. A head coach and one assistant may request a team assignment for their own children. If you have further questions please call the appropriate Division Director.

4S Ranch Soccer Division U8 through U14 teams are formed based upon team balance, i.e. players of different skill levels and experience are divided among teams in an attempt to ensure that all teams have an equal chance to win. In order to maintain team balance, we are unable to accommodate requests for placement on teams or placement with friends in these divisions. New players to the League may be asked to attend a skills evaluation session to assist in team balancing.

For the U4/5 through U7 divisions, special requests for placement with another player must be made on the registration form or electronic submittal when initially registering. The request to play on the same team as another player must be on both players' registration forms when submitted or they will not be considered valid requests. There are no guarantees that special request will be accommodated although every effort will be made.

Teams in Division U4/5 – U6 will be placed on teams based upon the teams being made up of equal amounts of older and younger players whenever possible. Special requests will attempt to be accommodated in the U4/5 and U6 age groups.

Tiny Feet (ages 2-3) is an instructional division that introduces children to soccer. The format includes fun games and drills with parent involvement. There are also no practices for this age division.

Coaches will be selected and given their team information in late July/early August for the Fall Season and Late January for the Spring Season. Players should hear from their coaches by the first week of August for the Fall Season and the first week of February for the Spring Season. If you have not heard from your coach by then, please contact the Division Director for your child's Division. (See the Directors link on our website for your Division Director's e-mail address.)

Once your child has been placed on a team, the coach will have a team meeting to distribute uniforms, game schedules, practice information, and request volunteers. In addition, coaches and teams often request money from parents at the beginning of the season to pay for the team banner (not required), end-of-season parties, etc. (participation trophies are given to all Divisions and picture packages are included in your league fee).

9) PLAYER RATINGS

Player Rating forms are filled out by the coaches for Divisions U6 - U14. Coaches will receive the team trophies when their rating form is turned in. Player ratings are confidential and are used to balance teams for the following season.

10) LEVELS OF PLAY

The League offers two levels of play:

Recreation - teams are developed without tryouts primarily on the basis of residence and/or school attendance.

Travel Teams (4S Legacy) - for U-8's and up, teams may be formed on the basis of mandatory tryouts and a draft. Teams may be formed based on the availability of qualified and interested players and coaches. All Travel teams may play in tournaments and have other additional costs not covered by the League.

In addition, for players willing and ready to play at an even more advanced level and who are willing and able to travel on a regular basis and play nearly year-round, there are numerous local competitive clubs in the surrounding area to consider.

11) PLAYERS RIGHTS AND RESPONSIBILITIES

Rights: Recreational level players are entitled to play at least 1/2 of each game for which they are present and ready to play.

Each player should have easy access to the coach. Each player shall have a complete uniform, (jersey, socks, and shorts) and game schedule.

All games U-8 and older will have League-provided refs.

Responsibilities: Players should attend all practices prepared and ready to play unless prevented by family requirements or illness and should contact the coach when unable to attend. Teams are formed with a pre-determined number of players to assure a good balance of playing time and substitutes. A commitment to attend practices and games by the player is critical for each team and is the responsibility of the player. Prepared and ready means dressed (practice-shinguards and cleats (recommended) or sneakers; games-full uniforms, jerseys tucked in, shinguards and cleats (recommended) or sneakers); no jewelry; in good health; and prepared to conduct themselves as a soccer player. Players are expected to use good sportsmanship on and off the field. Players may not use profanity. Players will not question referee calls, but will direct questions to the coach after the game.

12) COACHES RIGHTS & RESPONSIBILITIES

Coaches will have access to information regarding licensing and skills clinics. 4SRVSA provides free coaches clinics and resources. The League will provide coaches with rosters and other coach's equipment.

Players who are present and ready must play at least 1/2 of the game. The refs' decisions may not be challenged during or after a game. Questions should be directed to the Division Director via phone or email. ABUSIVE TREATMENT OF PLAYERS, PARENTS, OR REFS IS NOT ACCEPTABLE!

Coaches must be accessible to players and parents. Coaches must adhere to practice schedules. The League wishes to remind coaches that practices are for direct coaching. Games are for the players, and are opportunities for the coach to observe, relax and HAVE FUN! All Coaches and Assistant Coaches are required to attend at least one coaches meeting during the season.

13) PARENTS RIGHTS & RESPONSIBILITIES

The League will provide parents with game schedules. Parents will have open access via the coach, Division Directors, Board Members, and the League website. Parents are expected to ensure that players get to practices and games on time and be prepared and ready to play. Parents are also expected to pick up children on time after practice. As spectators, parents are encouraged to CHEER rather than coach from the sidelines. Questions of the coach should be saved for after the game. THE REFEREES' DECISIONS ARE FINAL!

IMPORTANT: The League depends entirely on parent volunteers. WE STRONGLY REQUEST THAT AT SOME TIME DURING YOUR CHILD'S PARTICIPATION IN THE 4SRYSA, YOU FILL A POSITION IN THE LEAGUE (INCLUDING COACH, ASSISTANT COACH, TEAM PARENT, OR BOARD POSITION) FOR AT LEAST A SEASON. VACANCIES ON THE BOARD MEAN NO SOCCER SEASON! Please check in with the League website for additional opportunities.

14) SOCCER CONDUCT

The League expects all participants to observe proper standards of conduct. For players, coaches, and spectators alike, abusive treatment (including verbal abuse) of other coaches, players and of referees is not acceptable. 4SRYSA soccer games will be administered in accordance with the rules set forth by 4SRYSA and CalSouth, except as may be amended by the 4SRYSA. Referees, provided and paid for by the League, are required to conduct all games, except for the U-6 age group. While the referees' decisions may not always be agreeable to all participants and spectators, their decisions are final. Please refrain from shouting disagreement and/or derogatory remarks. The referee has the power to caution and eject players and coaches and/or terminate the game if necessary. Conduct resulting in the issuance of "red cards" and/or termination of the game will be reported to the League and will result in disciplinary action. Complaints regarding referee performance should not be directed to the referee on the field either during or after the game, but should be directed to the referee coordinator either by phone or email. In the event that no referee shows up for a game, coaches may still hold the game with the following recommendation: that someone with knowledge of the game acts as center referee; that either coach may call the game if soccer conduct is not observed.

Unexcused absences and/or disruptive behavior at practices and games is sufficient cause for a coach to contact a player's parents and to discuss with the player and parents the possibility of discipline or suspension from the team. Coaches are responsible for team discipline and may sideline players and contact parents when necessary.

The following penalties will be strictly enforced:

A player receiving one red card will automatically be suspended from the next game (including play-off games). Additional suspension may be imposed, based upon the severity of the offense, at the discretion of the Division Director or the 4SRYSA Board.

A player receiving a yellow card during a game must be removed immediately from the game for three minutes. A player who receives three yellow cards during the course of the season will be suspended for the game following the issuance of the third card.

Players and coaches are expected to demonstrate good sportsmanship at all times and not to use profanity. Spectators are to remain at least three feet from the sidelines and no one is allowed behind the goal line at any time during the game. Coaches are to remain on the sideline near the middle of the field. No one other than a player who has been admitted into the game by the referee, in response to a proper request from the coach, may enter the playing field at any time during the game.

The one exception to this rule is a coach who has come onto the field to assist an injured player **when signaled to do so by the referee.**

The facilities we play on are provided by local schools and parks departments. Players, coaches, and spectators have a responsibility to help ensure continued availability of these facilities by seeing that the fields are undamaged and free of litter when they leave. Abuse of the fields should be reported to the Board.

15)PROCEDURE FOR GRIEVANCES

If, after speaking with the parties directly involved, players, coaches, or parents do not feel an issue resolved, a complaint should be made in writing and addressed to:

4SRYSA, 16625 Dove Canyon Road, Suite 102-407, San Diego, CA 92127.

The Grievance Committee will make a recommendation to the Board. The Board's decision will be final. The Grievance Committee shall consist of two Board members and one objective third party.

16)PRACTICE AND SEASON PLAY

Team practices will usually be held on weekdays, after school, at practice fields throughout the League area. It is important that players attend all practices. Practices will normally be held at the same time(s) each week.

Parents should make arrangements for players to get home safely immediately after practices and games. This is not the coach's responsibility.

Recreational-level teams may not begin practicing until mid-August, after rosters have been distributed at the League's coaches meeting. The number of team practices is set by the Board as follows:

U4/5, U-6 and U-8 - two 1-hour practices a week

U-10 - two 1-and-1/2 hour practices a week

U-12 - two 2-hour practices a week

Coaches may choose to practice less. Coaches who exceed the practice standards set by the Board are subject to disciplinary action.

For U12 and up, seven players are required for the start of play for a scheduled game. A team that cannot field seven players or does not have player passes forfeits the game. A team that fields seven or more players but fewer than eleven may play but should not expect the opposing team to play with fewer than the appropriate number. (U8=7, U10=9)

The League will provide a numbered shirt, shorts, and socks for each player. These remain the property of the League until the end of the season when they belong to the player. Players are responsible for seeing that their uniforms are clean before each game. Players provide their own

shinguards, which are required for all games and practices, and soccer cleats (recommended but not required).

The criteria for proper dress for games:

Each player must wear a team jersey, team shorts, and team socks over shinguards.

Players may not wear jewelry or hair ornaments of any kind or any object, including a cast or splint, which could cause injury to him/her or others.

Goalkeepers must wear a shirt clearly different from any other field players; they may wear special goalkeeper's jerseys, gloves, pants and/or elbow and knee pads.

Additional clothing such as shirts and long pants may not be worn over the uniform in game play, though sweatshirts may be worn under the uniform in cold weather.

The League will furnish the coach of each team with at least one soccer ball, a goalkeeper's jersey/penny, and other equipment. The coach is responsible for furnishing additional balls, practice cones, and any other equipment deemed necessary for practice and games. Each coach is urged to furnish a first-aid kit for his or her team. It is recommended that each player have a soccer ball for home practice.

At games, the coach of the home team will be responsible for furnishing the referee with a game ball.

The coach of the home team should also provide a completed game card to the coach of the visiting team sufficiently in advance of the scheduled starting time to allow that coach to complete the visiting portion of the game card. A photocopied player roster with jersey numbers can be used to be put on the game card.

17) WEATHER, CANCELLATIONS AND RESCHEDULING

Soccer games may be played regardless of the weather conditions. Games will only be canceled if the fields are not in playable condition. The League will try to have the status of games and fields on the League website after 8 a.m. on game day. Games called for weather or any other reason may be made up at the discretion of the League

18) INSURANCE COVERAGE

Players in any athletic activity can suffer injury. 4SRYSA provides insurance coverage for registered players, coaches, and referees. THE 4SRYSA POLICY IS A SECONDARY INSURANCE POLICY THAT PAYS ANY CLAIM, OR PART OF A CLAIM, THAT IS NOT PAID BY THE INJURED PLAYER'S NORMAL CARRIER. There is a deductible that the 4SRYSA policy does not cover. Coverage begins at registration and is in effect for practice and games for the entire season, including post-season league-sanctioned play. The 4SRYSA Team Manual provided to each coach includes an insurance claim form. If an injury should occur, the claim form should be filled out, and the instructions included with the kit should be followed. Copies of the form should be made for your own records. COACHES SHOULD NEVER ALLOW PLAYERS TO PRACTICE WITH THEIR TEAM UNTIL THEY HAVE BEEN PROPERLY REGISTERED AND ASSIGNED. THERE WILL BE NO 4SRYSA COVERAGE UNTIL THAT TIME.

19) SPECIAL RULES FOR U4/5 and U6

The emphasis at the U-4/5 and U6 levels is FUN, TEAMSMANSHIP, and SKILL ACQUISITION. U4/5's play 5 on a team (no goalie) on a smaller field with a smaller goal and #3 ball. U6's play 6 on a

team (5 + goalie) on a smaller field with a smaller goal and #3 ball. Substitutions are only at the 12 minute mark of each half with the clock running. No direct penalty kicks; no "slide" tackling; and the offside rule is not enforced as such. U4/5 and U6 coaches are provided with a complete set of rules. Referees are reminded to use calls as teaching opportunities. Bad throw-ins can be repeated, with corrections, within reason.

20) SPECIAL RULES FOR U8

U-8's play 8 per side; 7 + goalie. Ball is a #4 and the field and goals are smaller. There are no direct penalty kicks. There is adherence to gross offside rules.

4S Ranch Soccer Refund Request Form

I request that the following player be withdrawn from 4S Ranch Soccer:

Player Name: _____

Date of Birth: _____

Division: _____

I hereby request as the parent/guardian that the player (mark those that apply);

() has not practiced or played in 4S Ranch Spring 09 Soccer for this Season.

() was not issued a uniform in 4S Ranch Spring 09 Soccer for this Season.

Please check your registration papers for the following information:

Amount Paid:

Date:

Please send any refund to the following payee and address:

Payee Name: _____

Address: _____

City, State, Zip: _____

Phone: _____

Please note: Refund requests for the Spring 09 season must be submitted in writing and be postmarked no later than 2/28/09. Refund requests sent via email or fax will not be accepted. The form must be filled out in entirety to obtain the refund. Refunds will be mailed after 3/31/09 to players that meet this deadline and in accordance to the amount paid taking into consideration the family maximum and the \$15 non-refundable fee. Drop notices to coaches or refund requests received after 2/28/09 will not be refunded. Players not placed on a team by the League will be mailed their original check after 3/31/09. This request is subject to review by the Division Director, Registrar and Treasurer before being approved.

Parent/Guardian Signature: _____

Please mail request to: Registrar – 4S Ranch Soccer - 16625 Dove Canyon Road, Suite 102-407, San Diego, CA 92127