



2013 COACH HANDBOOK

NOTICE – Please read the manual carefully, sign the last page confirming you have read and understand the provisions outlined in the handbook and return that page to your Division Coordinator.

**Moorpark AYSO, Region 363
Area E, Section 10
Bill Gratke – Regional Commissioner
www.moorparkayso.org**

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I. AYSO's Vision Statement:

***“To provide world class youth soccer programs,
that enrich children’s lives.”***

AYSO's Mission Statement:

***“To develop and deliver quality youth soccer programs,
which promote a fun, family environment,
based on our philosophies.”***

II. Our Philosophies

AYSO's philosophies are living tenets that separate it from other sports organizations. They are Everyone Plays®, Balanced Teams, Open Registration, Positive Coaching, Good Sportsmanship and Player Development.

Everyone Plays®

Our program's goal is for kids to play soccer so we mandate that every player on every team must play at least 50% of every game. It's no fun to spend the game on the bench...and that's no way to learn soccer!

Balanced Teams

Each year we form new teams as evenly balanced as possible because it's more fun and a better learning experience when teams of similar ability play. It allows for each player to gain the experience of a wide variety of teammates of different skill levels.

Open Registration

Our program is open to all children between 4 and 19 years of age who want to register and play soccer. Interest and enthusiasm are the only criteria for playing. There are no elimination try-outs and nobody gets cut.

Positive Coaching

Encouragement of player effort provides for greater enjoyment for the players and leads to better-skilled and better-motivated players. A coach can be one of the most influential people in a child's life, so AYSO requires they create a positive experience for every boy and girl.

Good Sportsmanship

We strive 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 believe that all players should be able to develop their soccer skills and knowledge to the best of their abilities, both individually and as members of a team, in order to maximize their enjoyment of the game.

III. League Rules

- A. No yelling at the Referees, Coaches, Players, or anyone else.
- B. No dogs or pets of any kind are permitted at the fields, except trained dogs for the sight impaired. Each year several kids in our Area are bitten at practices and/or matches. Coaches need to remind their parents not to bring any pets, and ask them to take their pet home if they bring it to your match or practice. Do not wait for a Regional Board member to approach your parents and ask them to take their pet home. If dogs or pets are present, the owner(s) and pet(s) will be sent from the playing fields. It is your duty to police your practices and matches and to make sure your parents are aware of this rule.

In California, Civil Code Section 3342 states the owner of any dog is liable for the damages suffered by any person who is bitten by the dog while in a public place or lawfully in a private place, including the property of the owner of the dog, regardless of the former viciousness of the dog or the owner's knowledge of such viciousness.

Non-compliance with this rule may result in forfeiture of the match for the team of the player whose family or friend violates the rule. Repeated offenses will result in the removal of the player from the program.

- C. No tobacco or alcohol of any kind is allowed on the playing fields.
- D. No poor sportsmanship or fighting - set an example for the children.
- E. No personal vehicles, scooters, motorbikes or golf carts are allowed on the fields at any time. Only AYSO golf carts/vehicles are permitted to be on fields. AYSO carts will be used solely at the discretion of Regional Board Members.

IV. Calendar of Events 2013 Season

July	27 th	U12 Coach Certification Course – Arroyo Vista Community Center 8:00am – 1:00pm U10 Field Certification – Arroyo Vista Community Center 10:00am – 1:00pm U10 –U14 Mandatory Coaches meeting Arroyo Vista Community Center
August	1 st	SAI insurance/field permit begin – all teams can start practice
	3 rd	U6 Coach Certification Course – Arroyo Vista Community Center 10:00am – 12:00pm U7/U8 Coach Certification Course – Arroyo Vista Community Center 10:00am – 12:00pm U6/ U7/ U8 Mandatory Coaches meeting Arroyo Vista Community Center
	5 th – 9 th	Challenger Soccer Camp
	10 th	Basic Referee Course – Arroyo Vista Community Center 8:00am – 5:00pm (Day 1 of 2)
	11 th	Basic Referee Course – Arroyo Vista Community Center 8:30pm – 4:30pm (Day 2 of 2)
	14 th	U5 Coaches Meeting – Arroyo Vista Community Center 7pm -8pm
	17 th	Returning Referee Meeting U8 Referee Training
	17 th /18 st	Extra Tune Up Tournament
	19 th	Team Parent meeting – Arroyo Vista Community Center 7:00pm – 9:00pm
	23 rd – 25 th	Advanced Coaches Training - Arroyo Vista Community Center
	24 th – 25 th	Intermdieate Coaches Training - Arroyo Vista Community Center
	24 th	Opening Day – Primary Season/All Divisions
	31 ^{1st}	Labor Day Weekend– No games
September	TBD	Banner Day Contest
	TBD	Picture Day
October	1 st	All-Star Coaching Application Forms Due (See appendix for blank form)
	5 th	Moorpark Country Day – No games for Primary Season
	15 th	All-Star Nomination Forms Due All-Star Coaches Announced
November	29 th	Player Rating Forms due from all Divisions (U8 - U14)
	3 rd	Daylight Saving Times ends
	TBD	U8 Coaches Rating Meeting

		U10 Coaches Ratings Meeting
	TBD	U12 Coaches Ratings Meeting
	TBD	U14 Coaches Ratings Meeting
	16 th - 17 th	Doug Johnston Tournament for U10 – U14 – End of Primary Season
	20 th	All-Star selections announced
	28 th	Thanksgiving
December	TBD	League Playoffs U10
	TBD	League Playoffs U10/12/14

V. General Information

A. Practices

All practices must be conducted under the direct supervision of a 2013 registered volunteer who is at least 18 years of age and is and AYSO certified and trained coach. If coaching players of the opposite sex, **the coach must have another adult of the opposite sex present at all times during practices and games in accordance with AYSO's Safe Haven and Child Protection Guidelines.** In other words, if a male is coaching a boy's team, there is no reason to require a female adult to be present; however, if he is coaching a girl's team, there needs to be a female adult present.

If a coach is less than 18 years of age, he or she may not conduct practice unless an adult is present for the entire practice. Coaches must have signed medical release forms at all practices and matches. The medical release forms must bear the original signatures of your players' parent/legal guardian.

Practice space at Arroyo Vista Community Park can be limited, due to several teams practicing at the same time. If field availability is limited, a coach, assist coach, or team parent may claim a practice area on a first-come, first-served basis, up to 15 minutes before practice starts. The adult team representative must stay at the field until the team arrives. If the team practice does not begin within 15 minutes of the start time, the field must be relinquished to any waiting team.

A "practice area" is defined as one-half of a full-size field from 3:30pm – 5:00pm and one quarter of a field from 5:00pm until dusk. **Teams may not claim an entire playing field for their practice.**

B. Matches

1. Setup

Teams playing the first match of the day are responsible to do the following:

Putting the nets on the goals and setting up the corner flags. Your match will not start until this is done and time will be deducted from your match until it is completed.

Permanent goals (U10 – U19):

- a) The nets go on the inside of the goal posts.
- b) **Do not place the nets over the goal posts.**
- c) Secure the outer edge of the net to the fasteners located on the inside of the goal.
- d) Tie to the goal the top and bottom corners located at the back of the net.
- e) Notify the field director if there are open gaps in the net caused by missing fasteners.

Portable goals (U5 – U8):

- a) If the net is not strung on one of the top bars, weave the net along one of the top bars.
- b) **Do not use a hammer or any other tool to force the goal bars together.**
- c) String / spread the net along the posts.
- d) Stake down the goals.

2. Clear trash and hazards

The fields should be checked for trash, animal droppings and hazards. Bring any problems to the attention of the Board members at the field.

3. Lineup Cards

Lineup cards are not kept for U5/U6, but are required for U8 - U14. Line-up cards need to be filled out by the coach before each game and will be kept by the Assistant Referee or Referee during the match. Players should be listed on the lineup cards in numerical order starting with the lowest number. The field and match time should be noted on the card. The lineup card must be turned into the Referee prior to the start of the match.

4. Throughout The Day

Do not let your players and parents litter the sidelines and the field. Clean up your touchline and leave the field in the condition you hopefully received it in. Be sure to remove all personal belongings.

5. Final Match of the Day

The teams playing the final match of the day on a field are responsible for the following:

Taking down the nets and corner flags

Place the nets in the buckets. If portable goals were used **do not take the net off the crossbar**, please leave it strung along one of the top crossbar pieces and return it to the storage bag. If you disassemble the nets as if you are doing set up the next weekend, it will save everyone's time. Bring any equipment problems to the attention of the Board members at the field. The fields should be cleared of trash. Any lost personal items, please bring to the Administration Tent.

6. Match Times

This season our Region will utilize 21 fields for 81 matches every Saturday during the season; therefore, **it is crucial that each match starts on time and ends on time**. If your team is scheduled as the first match of the day on your field, your field crew must have one goal set up no later than 15 minutes before your start time. If your match is running late, your playing time **will be reduced**, so the next match after yours can start on time. Please be considerate of your fellow coaches and make sure you are ready to play at your scheduled time. In the U5/U6/U8 divisions: If a team can't field the minimum number of players pursuant to our guidelines, both coaches should divide the players present into two equal teams.

7. Five Goal Rule

Our goal is for every team to enjoy its experience playing in a competitive match and for all coaches to practice good sportsmanship. However, because the desire to score many goals sometimes threatens to compete against our philosophies, we have implemented the Five Goal Rule. No team should "run up the score", and a team with greater than a five goal differential at the end of a game will be reviewed for possible discipline. **A team's first offense will result in a warning. Subsequent offenses will subject the team to a three point penalty.** Appeals are considered at the discretion of the Regional Commissioner.

As a coach, there are many things that you can do to keep the game fun, competitive, and instructional for the kids. Some suggestions: Rotate the positions played by your key players, putting the lesser skilled players at forward and providing the stronger players the opportunity to play different positions; Tell the kids they must make 10 passes before each shot on goal, providing them the opportunity to strengthen their passing skills; Have only one forward; Tell the kids they can only score with their "off" foot or off a header; Tell the kids they can only shoot from outside the penalty box.

8. ¾ Play Rule

Our region has a ¾ rule of play. **Each player is required to play ¾ of every game.** The exceptions are injuries, arriving late to a game, and illness. This will be monitored by the administration and coaches not following these requirements, will not be awarded playoff spots and are subject to disciplinary action(s) and or/removal as coach of a team.

Before any player plays 2 halves of a game, all players on that team must have played at least ¾ of the game.

9. Goal Keeper Rule

- U5, U6, and U7: No keepers
U8, U10, and U12: A player may not play more than one half of any standard length game as a goalkeeper.
U14, U16, and U19: Keepers can play more than one half.

A team's first offense will result in a warning. Subsequent offenses will subject the team to a 1 point penalty.
Appeals are considered at the discretion of the Regional Commissioner.

C. Uniforms

Each player's registration fee covers a complete uniform which consists of a jersey, pair of socks and shorts. Please do not customize your team's uniforms by adding players' names or other markings. **AYSO's uniform policy states; "The AYSO Uniform may not bear the player name or team name by any application of lettering, silk screening, etc."** Teams violating this policy will not be permitted to wear the altered uniforms and will be required to purchase replacement uniforms.

D. Medical Release Forms

Signed medical release forms must be with you at all practices and matches. Coaches must have the signed medical release forms at all practices and matches.

E. Coach's Safety Checklist for Practices and Matches

- 1. If a parent or guardian has not picked up a player at the conclusion of a practice or a match, a coach must stay with the player until the player has been picked up.**
2. Wireless (cell) phone or change for phone (in case of emergency). Know where the nearest phone is.
3. Inspect match and practice areas for unsafe conditions such as glass, rocks, metal, holes, mud, sprinkler heads, sticks, bicycles parked near the edge of field, or any other dangerous object which could lead to injury.
4. Check goal posts to make sure they are safe and secure. There should be no hooks or protruding fastening devices on the uprights or crossbar of goals. Check nets for holes or loose tie downs.
5. Check safety equipment (shoes, shin guards, goal-posts, nets)
6. Have ice or ice packs on hand - Zip Lock bags make good ice packs

7. Check for loose panels on soccer balls.
8. Make sure players are allowed rest and fluids at practices and matches.
9. Ensure proper warm-up prior to practices and matches.
10. Enforce a policy of NO jewelry and NO casts or splints. Shin guards are required.
11. Instruct players on the laws of the game.
12. Maintain a simple first aid kit and have it handy at all matches and practices.
13. **Players not currently registered with AYSO for the 2013 season may not participate in your practices and matches.**
14. Make sure your players have water, sunscreen, and weather appropriate clothing.
15. If it does not look and feel right to you it probably isn't. Follow your instincts.

F. Goal Safety

Each year, somewhere in this country, children are seriously hurt and even killed by goalposts. These accidents can be avoided by keeping the kids off the goalposts at the fields during your practices. They are dangerous when used as monkey bars. Before each match, please make sure the goals have been set up and anchored properly. If you are not sure how to do it, find one of the board members at the Administration tent.

G. Division Breakdown

The following is the division age breakdown along with the anticipated number of players on a team. The actual numbers of players on a team and players in a match may vary subject to availability of coaches and fields.

Division	Players "on the field"	Expected Players per Team	Match Length (minutes)
U5	3v3	5	20
U6	3v3	6	30
U7	5v5*	8	40
U8	6v6*	7-8	40
U10	7v7	9	50
U12	9v9	12	60
U14	11v11	14	70
U16	11v11	16-18	90
U-19	11v11	16-18	90

* Differs from National AYSO guidelines

H. Volunteers are Essential

As a coach, you have already made the commitment to provide an important service to the players of Moorpark. You will be asked to recruit other volunteers from your team to fill other vital needs. The Region will provide training to these volunteers to help them in completing their assignments.

Coaches must hold an initial parent meeting as soon as possible. At this meeting, the coach must solicit parents to assist them with the team. (Please see appendix – volunteer information form for further details):

Assistant Coach: Will coach matches and practices in your absence.

Referee: Each team in U10, U12 and U14 must provide at least one certified referee. This is how your team earns referee points.

- Field Crew:** To set up goals and paint fields at the beginning of the day, or take down goals at the end of the day. 3-4 volunteers can take care of this easily.
- Team Parent:** The backbone of your team. This person will be your main line of communication with the parents.

I. Referees

Referees play a vital role in the game of soccer. They make sure the game is safe and fun for everyone - the players, the coaches, the spectators and themselves. Most importantly, they are parents just like you and youth volunteers that volunteer their time to make the game a bit more enjoyable and educational for our players. Being a Referee is a wonderful opportunity to gain a new perspective of the game and to pick up some very useful ideas and tactics from your fellow coaches. No experience is necessary. AYSO provides some of the best referee training courses for its volunteers.

A. U6

Referees are **not** assigned to cover matches in the U6 divisions. Coaches will 'referee' one half of their match each week.

B. U8

If there is no referee assigned to do your match, then your team's referee or the opposing team's referee will need to referee. If teams do not have a qualified referee, then each coach will act as a referee for one half of the match. Occasionally, youth referee may cover matches in the U8 division. These assignments are for training purposes in order to prepare them to assist with games in the upper divisions. **Any sort of abuse, criticism or questioning calls made toward these referees will result in a coach being suspended from the following match.**

C. U10-U19

Teams in the competitive divisions (U10 - U19) must provide at least one *adult* referee to represent your team for this season. *Experienced* youth referees are also welcome at the discretion of the referee staff. Referees are asked to volunteer for one match each week, either as a Center Referee or an Assistant Referee (linesman). Volunteers who can assist with more than one match per week are welcome and can earn additional points for their team.

If each team covers 1-2 referees each week, there will be adequate officiating to ensure safe, fun and fair matches for every match.

Center referees will be assigned to all matches, with U14 having the highest priority, followed by U12 and U10. Assistant Referees will be assigned based upon the number of available, qualified volunteers, with U14 having the highest priority, followed by U12 and U10. If there are not enough qualified Assistant Referees to cover each scheduled match, coaches from the participating teams must recruit a parent to act as a 'club linesman' before play will begin. Referees can sign up on-line for matches. Our referee administrator reserves the right to reassign referees to another match, should circumstances warrant. We will do our best to limit any schedule changes to a match that falls within the time slot for which you originally signed up. We will not ask you to referee a game at the same time that your child is playing.

Teams' not providing qualified referees each week risk not being considered for participation in post-season play by the Regional Board, regardless of their win/loss record.

Our region will do everything in our power to help you accomplish this requirement. Remember why we are all doing this – THE KIDS! If your team is having difficulty in regards to the referee point program, you should contact the Regional Referee Administrator or Regional Commissioner for guidance, support and direction.

J. Forms

Coaches must complete and return the following forms to their Division Coordinator. **Uniform colors cannot be selected and uniforms will not be distributed until these forms are completely and accurately filled out (see appendix for required forms) and returned.**

Coach Acknowledgment:	This form needs to be signed by the coach and returned to Division Coordinator.
Volunteer Request Form:	This form is to be turned in to your Division Coordinator after it is completed.
Sponsorship Form:	Please make every effort to find a team sponsor. We need the contributions from these gracious individuals and companies to help fund our program.

K. Fundraising

We ask that each team attempt to secure a sponsor for their team every season to help provide scholarships to players that can not afford to pay our registration fee. We are looking for \$150 donation. The \$150 can be split among multiple sponsors. Sponsors will be provided with a team plaque to thank them for their donation. In the case of multiple sponsors, a maximum of 2 plaques will be provided and their donation is \$75 or more.

L. Picture Day

Each team will have their picture taken by our league photographer. Due to the large number of teams in our Region – It is impossible for us to accommodate any requests for specific time/dates other than the times provided by the photographer. Retakes for absent players will be taken only as arranged by the photographer. **Picture packets will be distributed at the administration booth or by the appropriate Division Coordinator and will ONLY be given to coach/team parent after appropriate ratings/All-star forms have been turned in.**

M. Team Mailbox

Coach information will be communicated to each team via your team's mailbox, which is located at the Administration tent. The team mailboxes will be available for incoming as well as outgoing correspondence (all board members have a mailbox). A designated team representative will need to check the mailbox each week

N. Websites

- Our Region's website is www.moorparkayso.org. Visit it often to check team standings, referee points, volunteer opportunities, upcoming events and other useful information about our program.
- Area E's website is www.area10e.org. Visit this site to locate coach and referee classes being offered by other Regions.
- AYSO's National website is www.ayso.org.

O. Disputes and Disciplinary Action

Any issues or concerns should be directed to your Division Coordinator. Depending upon the circumstances, it may be necessary to involve the Coach Administrator or Regional Commissioner. If any issues arise during a match it will be addressed by the Referee. Depending upon the circumstances, it may be necessary to involve the Regional Referee Administrator. All Regional Board Members have the authority to address the situation and if necessary, remove the involved parties from the field of play. All such incidents will be reviewed by the Regional Commissioner. The Regional Commissioner reserves the right to take further disciplinary action.

There is no appeal of a decision made, or of disciplinary action taken by a Referee during or after any match.

P. Standings and Referee Points

The regular season (10 games) points will be awarded on the basis of 3 points for a win, 1 point for a tie, and 0 points for a loss for teams in U10, U12 and U14 divisions plus up to 2 referee points each week (maximum of 5 points per match). (U6 and U8 are always non-competitive.). Tie breaker rules; 1) highest number of referee points, 2) lowest number of team violations (yellow & red cards), 3) head to head competition, 4) least number of goals allowed, and 5) coin toss.

Our region has a referee points system for teams in the U10, U12 and U14 divisions. This program has been successful and provides us with trained referees for the majority of our matches. We are continuing that program this year. Please review this carefully with your parents. All teams in the U10, U12 and U14 divisions must provide a qualified Referee to cover one match each week. A “qualified” referee must be at least 12 years of age and must have completed the Basis Referee course and passed the qualifying examination. Our Region will conduct at least one Basic Referee clinic before the season begins. The Region will provide referees with uniforms and other required equipment.

- a. Our region has a referee points system for teams in the U10, U12 and U14 divisions. This program has been successful and provides us with trained referees for the majority of our matches. We are continuing that program this year. Please review this carefully with your parents. All teams in the U10, U12 and U14 divisions must provide a qualified Referee to cover one match each week. A “qualified” referee must be at least 12 years of age and must have completed the Basis Referee course and passed the qualifying examination. Our Region will conduct at least one Basic Referee clinic before the season begins. The Region will provide referees with uniforms and other required equipment.
- b. Points awarded: 3 points for a win; 1 for a tie, plus up to 2 referee points each week.
- c. Referee points are earned by covering matches each week during the 10-week regular season. Teams are expected to cover at least 1 referee slot each week with a maximum of 2 points earned for that week. Teams not earning at least 10 referee points for the season risk not being considered for advancement to post season play (Area 10E Playoffs or the Region’s post-season tournament) regardless of the regular season standings. **Make up points will not be allowed unless you have prior approval from the Referee Administrator and should be done either 1 week before or 1 week after.** Any exceptions will be at the discretion of the Referee Administrator and/or the Regional Commissioner.
- d. Referee points will not be awarded to referees covering their own team’s games in U10, U12 and U14 divisions.
- e. Points can be earned (by approval from the Referee Administrator and/or Regional Commissioner) for acting in a stand-by capacity, but each team can only fill a maximum of two ‘stand-by’ slots per season. Referees cannot sign up for a stand-by slot unless all match slots are filled. Referees acting in a stand-by capacity must remain at the referee tent for the duration of the match.

- f. Referees must sign in at the Referee tent 20 minutes before the start of the match they are covering. Referees must clearly identify the team they are representing both on the sign-in sheet and on the match line-up card in order to earn their referee point. It is the team's responsibility to ensure their referee(s) sign in to earn their point(s). **If there is an error to the team's referee point posting – it is the team's responsibility to bring such error to the attention of the Referee Point Administrator within 7 days of posting the discrepancy.** We cannot make corrections at the end of the season for the first game of the season. Referees with children on a team in a division MAY NOT assign their points to any other team within that division. (i.e. – If you are covering matches for your child's U10 boy's team – you may not give your points to another U10 boy's team).
- g. It is the team's responsibility to notify the Regional Referee Administrator of any scheduling conflicts and to provide an equally qualified substitute referee. If the Region's referee staff supplies a substitute, then that team will not be awarded a referee point for that match.
- h. Referee points will impact regular season standings and will be used in combination with those standings towards Area Playoff berths and seed teams in the post-season tournament (regional standings, Referee point totals, head-to-head competition, least goals given up and if all even at this point – by selection of the Regional Commissioner).
- i. Teams earning the minimum 1 point per week may be considered for advancement to the Area 10E League Championships in conjunction with the guidelines for selection.
 - i. U10 – 1st, 2nd, 3rd, and 4th place teams advance*
 - ii. U12/U14 – 1st/2nd advance *

* Subject to approval by the Regional Commissioner

VI. Tournament Play

A. Area – League Championships

Area 10-E invites eligible primary season teams from our Region to participate in Area/Section play. Eligibility will be determined by the referee points system, abiding by the $\frac{3}{4}$ rule of play **EVERY** week, league play final standings (3 points for each win, 1 point for each tie, not including designated non-competitive games, such as during holidays), and behavior of the players, coaches and parents during the season.

For a player to be eligible for Area/Section play they must be registered in our Region and have participated in at least (5) games with their team during the regular season, barring unusual circumstances such as injury as defined in the Section 10 Guidelines.

B. Division Championships

U6 & U8 Divisions – There are no standings posted, as the games are non-competitive. All players participating in these divisions receive a trophy at the end of the regular season.

U10, U12 and U14 Divisions, standings are posted on our website. 1st and 2nd place finishers in each division will receive trophies.

C. Doug Johnston Memorial Tournament

U10, U12 and U14 Divisions will participate in the Doug Johnston Tournament. This is an "end of the year" tournament for all teams that do not earn berths to Area playoffs (1st/2nd place). All teams will be seeded for play in the post-season tournament based upon match points earned during the regular season without referee points being included. **Tie breaker rules: 1) lowest number of team violations (yellow-1pt & red cards-2pts,) 2) head to head competition, 3) least number of goals allowed, 4) highest number of referee points, and 5) coin toss.**

D. AYSO Region 363 Guidelines for All-Star Team and Coach

1. Purpose:

Participation in Area and Sectional All-Star play provides an opportunity for our athletes and coaches to challenge themselves at a higher level of competition. Our goal is to select from those interested players and coaches, a team that can effectively compete while representing the best interests of AYSO and our Region.

2. Conflict with National, Section, and/or Area Guidelines:

To the extent that these guidelines conflict with applicable National, Section, or Area Guidelines, these Regional guidelines are superseded.

3. Coach Selection:

Only registered coaches with AYSO age appropriate training, Safe Haven Certification, Concussion Awareness Training adherence to the $\frac{3}{4}$ rule of play every week, and demonstrating the AYSO philosophy will be considered.

Subject to the approval of the Regional Commissioner and Post Season Directors, the Division Coordinators, in conjunction with their coaches and assistants, for U10 – U19 shall select an eligible and qualified all-star coach from the applications received. The Division Coordinators must ensure all of their coaches, assistants and/or other interested parties have an equal opportunity to express their interest in being considered. All-star coaches will be selected from October 1st – 15th.

An All-star coach may not be the principal coach of more than one All-star or league team participating in post-season play except with the permission of the Regional Commissioner.

If the selected all-star coach or asst coach does not follow the guidelines set forth in this manual, or at the discretion of the Regional Commissioner and Post Season Coordinator, that coach or asst coach and his/her child will be removed from participating in the all-star team program.

4. All-Star Player Selection

The Regional Commissioner, Post-Season Directors, Division Coordinators, and All-Star coaches will be responsible for selecting their teams from players recommended by the coaches and Regional Board.

Pursuant to Section 10 Guidelines, All-star teams, except U16/U19, may not be formed until November 15th. Player nominations/ recommendations may be received by October 15th.

All-star team nominations and formation for U16/U19 will be as determined by the Section 10 Board.

U10 teams can have up to 9 players, U12 teams up to (12) players, and U14 teams up to (15) players. Final rosters are subject to the approval of the Regional Commissioner and Area Director.

E. Select Teams

Any coach, after receiving permission from the Post-Season Directors and Regional Commissioner may form a Select team to participate in one or a series of tournaments by extending an invitation to interested players at the conclusion of the Area E All-star tournament.

All costs and other obligations (entry fees, referee deposits, uniform purchases, etc.) are strictly the responsibility of the Select team. The Select team coach must account for all revenue and expenses pursuant to the instructions of the Regional Treasurer.

Because All Star and Select teams may compete for the same players, except with the permission of the Regional Commissioner, there will be no Select team practices or participation in tournaments during the period from the formation of the All Star teams (in November) until the completion of Area and Section All Star competition (generally in February).

The Regional Commissioner must approve all Select team players and team rosters. The Select team coach must invite at least one interested parent or another individual to be an assistant coach.

VII. Short Sided Game Formats

A. U5 Guidelines - Master Coach

A "Master Coach" will lead each session. The "master coach" will introduce a game/activity that will practice a certain skill or part of the game using explanation and demonstration. Each pair (player/parent) will then attempt the activity while the master coach circulates between pairs providing specific help or suggestions so that the activities are performed as intended. After a suitable amount of time, the "master coach" will bring the players and parents back together as a group and recap what they have done, introducing the next game/activity.

Each Jamboree One with One session will end with a 20 minute short-sided game (3 v 3). Details regarding the game are explained later in this document. Most importantly allow the players to play without coaching or teaching them as this experience is designed to expose them to soccer, not to begin developing them. The two goals of the program are to allow the players to enjoy the activities and to let the game be the teacher.

B. U-6 Guidelines

The Field:

The recommended field size for U-6 games is 30 x 15 yards marked with lines or cones.

The Markings:

Distinctive lines can be used but are not required. Field can be marked using 20 flat pro-cones to mark all four sides.

The Goals:

Maximum four feet high and six feet wide OR four tall cones, two each set six feet apart.

The Ball:

A size 3 ball is used for U-6 games.

The Players:

There will be three per team on field; no goalkeepers. Five players' maximum on a roster. Substitutions are between periods, at halftime and for injuries. Only players should be allowed on the field, with the exception of a coach from each team who will manage the game. Playing time is a minimum of three periods per game. If a player arrives after the start of a game the required playing time is reduced to (2) quarters. If they arrive to the game after halftime the required playing time is reduced to (1) quarter. A player can be removed from the field at any time during the game at the discretion of both coaches, if the player is exhibiting unsportsmanlike behavior

Player Equipment:

Shoes and shin guards, covered by the socks are mandatory at all practice and game activities. Soccer shoes, tennis shoes, or similar type athletic shoes are recommended. The type and condition of cleared shoes must be inspected for safety before use.

Duration of Game:

Four five-minute periods. Half time breaks of 5 minutes.

The Start of Play:

To start the first and second halves, and following each goal in all age group games, play is started or restarted with a kick-off in the center of the field. A coin toss is used to determine which team kicks off to start the game and the other team kicks off to start the second half. Following a goal, the team scored upon kicks off.

The Kickoff:

The kickoff is taken from the center of the field with each team in their own half and the team not kicking off at least 5 yards from the ball. Do not insist the opponent be a minimum of precisely 5 yards from the ball as this is just a guide to give the kicker room to kick the ball without it immediately hitting an opponent. Remember, let them play and do not interfere for technicalities.

Ball In and Out of Play:

The ball is out of play in all age group games when it completely crosses the touch line (side line) or goal line (end line) either on the ground or in the air. In U-6 games, the coaches will determine when the ball is out of play and should guide the restart, interfering as little as possible. It's the player's game, let them play and work on technique later.

Fouls & Misconduct

The coaches will assess direct free kicks for all fouls, with the opponents five yards away from the ball.

Official:

There is no need for fully qualified referees to manage U-6 games. One or both of the coaches should "officiate". The games are intended to be an opportunity for the very youngest of our players to experience the fun of playing. The barest of minimum rules are needed and should be applied with a generous amount of flexibility. Let the players have the freedom to play with minimum interruption.

C. U-7 Guidelines**The Field:**

The field size for U-7 games is 50 yards long, 25 yards wide (max).

The Markings:

Distinctive lines recommended. Halfway line the width of the field, marked equidistant between the goal lines. Center circle with a six-yard radius in the center of the field. Corner arcs with a one-yard radius at each corner of the field. Goal area in front of each goal measuring 6 x 12 yards.

The Goals:

Maximum six feet high and six yards wide.

The Ball:

A size 3 ball is used for U-7 games.

The Players:

There will be Five per team on field; **No goalkeepers**. Seven players' maximum on a roster. Substitutions are between periods, at halftime and for injuries. Playing time is a minimum of three periods per game. If a player arrives after the start of a game the required playing time is reduced to (2) quarters. If they arrive to the game after halftime the required playing time is reduced to (1) quarter. A player can be removed from the field at any time during the game at the discretion of the coach and Center Referee, if the player is exhibiting unsportsmanlike behavior.

Player Equipment:

Shoes and shin guards, covered by the socks are mandatory at all practice and game activities. Soccer shoes, tennis shoes, or similar type athletic shoes are recommended. The type and condition of cleated shoes must be inspected for safety before use.

Duration of Game:

Four 10-minute periods. Halftime breaks of 5minutes.

The Start of Play:

The game should be started with a kick-off in the middle of the field.

The Kick-off:

A coin toss is used to determine which team kicks off to start the game and the other team kicks off to start the second half. Opponents must be six yards from the center mark while kick-off is in progress.

Method of Scoring:

See U-8 Coaching Manual.

Fouls & Misconduct

The coaches will assess direct free kicks for all fouls, with the opponents six yards away from the ball. Direct free kicks for all fouls, with the opponents six yards away from the ball. Free kicks are awarded the attacking team inside the defending team's goal area should be taken from the nearest point on the goal area line in front of the goal. There are no penalty kicks. Referees will work cooperatively with the coaches and eliminate the need for cautions and send-offs. Do not show yellow or red cards

U-8 Officials:

AYSO certified U-8 Officials or higher are required for U-7 games. The U-7 Official should briefly explain any infringements to the player(s) and encourage proper play and sporting behavior. As with all games, every effort should be made to keep the game moving and free from stoppages for doubtful infractions. Let them play and enjoy.

Assistant Referees/Club Linesmen:

If available, qualified assistant referees who have completed Assistant Referee Certification may be used to assist the referee. This is an opportunity for new assistant referees to begin getting experience. If qualified assistant referees are not available, Club Linesmen (untrained volunteers who may be affiliated with one of the teams/clubs) may be recruited from the spectators to assist the referee with calling the ball in and out of play only. This is an opportunity for parents to get involved.

D. U-8 Guidelines**The Field:**

The field size for U-8 games is 50 yards long, 25 yards wide (max).

The Markings:

Distinctive lines recommended. Halfway line the width of the field, marked equidistant between the goal lines. Center circle with a six-yard radius in the center of the field. Corner arcs with a one-yard radius at each corner of the field. Goal area in front of each goal measuring 6 x 12 yards.

The Goals:

Maximum six feet high and six yards wide.

The Ball:

A size 3 ball is used for U-8 games.

The Players:

There will be Five per team on field; Seven players' maximum on a roster. Substitutions are between periods, at halftime and for injuries. Playing time is a minimum of three periods per game. If a player arrives after the start of a game the required playing time is reduced to (2) quarters. If they arrive to the game after halftime the required playing time is reduced to (1) quarter. A player may not play more than 2 quarters of any game as a goalkeeper. A player can be removed from the field at any time during the game at the discretion of the coach and Center Referee, if the player is exhibiting unsportsmanlike behavior.

Player Equipment:

Shoes and shin guards, covered by the socks are mandatory at all practice and game activities. Soccer shoes, tennis shoes, or similar type athletic shoes are recommended. The type and condition of cleated shoes must be inspected for safety before use.

Duration of Game:

Four 10-minute periods. Halftime breaks of 5 minutes.

The Start of Play:

The game should be started with a kick-off in the middle of the field.

The Kick-off:

A coin toss is used to determine which team kicks off to start the game and the other team kicks off to start the second half. Opponents must be six yards from the center mark while kick-off is in progress.

Method of Scoring:

See U-8 Coaching Manual.

Fouls & Misconduct

The coaches will assess direct free kicks for all fouls, with the opponents six yards away from the ball. Direct free kicks for all fouls, with the opponents six yards away from the ball. Free kicks are awarded the attacking team inside the defending team's goal area should be taken from the nearest point on the goal area line in front of the goal. There are no penalty kicks. Referees will work cooperatively with the coaches and eliminate the need for cautions and send-offs. Do not show yellow or red cards

U-8 Officials:

AYSO certified U-8 Officials or higher are required for U-8 games. The U-8 Official should briefly explain any infringements to the player(s) and encourage proper play and sporting behavior. As with all games, every effort should be made to keep the game moving and free from stoppages for doubtful infractions. Let them play and enjoy.

Assistant Referees/Club Linesmen:

If available, qualified assistant referees who have completed Assistant Referee Certification may be used to assist the referee. This is an opportunity for new assistant referees to begin getting experience. If qualified assistant referees are not available, Club Linesmen (untrained volunteers who may be affiliated with one of the teams/clubs) may be recruited from the spectators to assist the referee with calling the ball in and out of play only. This is an opportunity for parents to get involved.

E. U-10 Guidelines**The Field:**

The field size for U-10 games is 80 yards long, 40 yards wide (max).

The Markings:

Distinctive lines recommended.

- **Halfway line** the width of the field, marked equidistant between the goal lines.
- **Center circle** with an eight-yard radius in the center of the field.
- **Corner arcs** with a one-yard radius at each corner of the field.
- **Goal area** in front of each goal measuring 6 x 15 yards.
- **Penalty area** in front of each goal measuring 14 x 30 yards.
- **Penalty mark** ten yards from the goal line.
- **Penalty arc** extending in an eight-yard radius from the penalty mark.

The Goals:

Maximum seven feet high and seven yards wide.

The Ball:

A size 4 ball is used for U-10 games.

The Players:

There will be seven per team on field; one of which is a goalkeeper. Ten players' maximum on a roster. Substitutions are between periods, at halftime and for injuries. Playing time is a minimum of three periods per game. If a player arrives after the start of a game the required playing time is reduced to (2) quarters. If they arrive to the game after halftime the required playing time is reduced to (1) quarter. A player may not play more than 2 quarters of any game as a goalkeeper. A player can be removed from the field at any time during the game at the discretion of the coach and Center Referee, if the player is exhibiting unsportsmanlike behavior

Player Equipment:

Shoes and shin guards, covered by the socks are mandatory at all practice and game activities. Soccer shoes, tennis shoes, or similar type athletic shoes are recommended. The type and condition of cleated shoes must be inspected for safety before use.

Duration of Game:

Four 12.5-minute periods. Halftime breaks of 5minutes.

The Start of Play:

The game should be started with a kick-off in the middle of the field. Coaches determine which team starts the game with a coin flip and the opposing team starts the second half. Opponents must be eight yards from the center mark while kick-off is in progress.

Fouls & Misconduct

Opponents must be eight yards from the ball on restart kicks. Referees will work cooperatively with the coaches and eliminate the need for cautions and send-offs.

Referee

AYSO certified Regional Referees or higher are required for U-10 and older games. The referee should briefly explain any infringements to the player(s) and encourage proper play and sporting behavior. As with all games, every effort should be made to keep the game moving and free from stoppages for doubtful infractions. Let them play and enjoy.

Assistant Referees/Club Linesmen:

If available, qualified assistant referees who have completed Assistant Referee Certification may be used to assist the referee. This is an opportunity for new assistant referees to begin getting experience. If qualified assistant referees are not available, Club Linesmen (untrained volunteers who may be affiliated with one of the teams/clubs) may be recruited from the spectators to assist the referee with calling the ball in and out of play only. This is an opportunity for parents to get involved.

F. U-12 Guidelines**The Field:**

The field size for U-12 games is 100 yds long and 50 yds wide (max).

The Markings:

No change from Laws of the Game.

The Goals:

No change from Laws of the Game.

The Ball:

A size 4 ball is used for U-12 games.

The Players:

There will be nine per team on field; one of which is a goalkeeper. 12 players' maximum on a roster. Substitutions are between periods, at halftime and for injuries. The players will be separated by girls and boys teams at all levels of play. Playing time is a minimum of three periods per game. If a player arrives after the start of a game the required playing time is reduced to (2) quarters. If they arrive to the game after halftime the required playing time is reduced to (1) quarter. A player may not play more than 2 quarters of any game as a goalkeeper. A player can be removed from the field at any time during the game at the discretion of the coach and Center Referee, if the player is exhibiting unsportsmanlike behavior.

Player Equipment:

Shoes and shin guards, covered by the socks are mandatory at all practice and game activities. Soft-cleated soccer shoes or tennis shoes.

Duration of Game:

Four 15-minute periods. Halftime breaks of 5 - 10 minutes. No other changes from play as specified in FIFA Laws of the Game Printed for the American Youth Soccer Organization.

Referee:

The referee must be a certified regional referee or above.

G. U14 Guidelines**The Field:**

The field size for U-14 games is 100 yds long and 70 yds wide (max).

The Markings:

No change from Laws of the Game.

The Goals:

No change from Laws of the Game.

The Ball:

A size 5 ball is used for U-14 games.

The Players:

There will be eleven players per team on field; one of which is a goalkeeper. 15 players' maximum on a roster. Substitutions are between periods, at halftime and for injuries. Playing time is a minimum of three periods per game. If a player arrives after the start of a game the required playing time is reduced to (2) quarters. If they arrive to the game after halftime the required playing time is reduced to (1) quarter. A player can be removed from the field at any time during the game at the discretion of the coach and Center Referee, if the player is exhibiting unsportsmanlike behavior.

Player Equipment:

Shoes and shin guards, covered by the socks are mandatory at all practice and game activities. Soft-cleated soccer shoes or tennis shoes.

Duration of Game:

Four 17.5 minute periods. Halftime breaks of 5 - 10 minutes. No other changes from play as specified in FIFA Laws of the Game Printed for the American Youth Soccer Organization.

Referee:

The referee must be a certified regional referee or above.

VIII. Regional Guidelines

Moorpark AYSO, Region 363, has adopted the Standard Regional Guidelines (SRG) as set forth by our National organization. These guidelines, along with our coaches manual and rules, annual operating statements and budgets, are available for your review through your division director and on our website. Selected excerpts from the regional guidelines follow. Current SRGs will at all times be controlling.

The highest standards of conduct and good sportsmanship must be maintained at all times by players, coaches, referees, spectators and all other participants. Abusive or foul language is forbidden. The use of illegal drugs, alcohol or tobacco products in the vicinity of the playing field during practices or games are strictly forbidden.

Discipline shall be up to the referee and or Regional Commissioner at each game. The referee and or Regional Commissioner shall have the power and authority to discipline, send off, and eject players, coaches and spectators from the playing area if their conduct violates the Laws of the Game, the Guidelines, or otherwise interferes with the course of play. No appeal of disciplinary action taken by a referee is allowed.

IX. Parent Code of Conduct

As a parent, you play a special role in contributing to the needs and development of youngsters.

Through your encouragement and good example, you can help all the boys and girls learn good sportsmanship and self-discipline. In AYSO, young people learn to work together, to sacrifice for the good of the team, to enjoy winning and deal appropriately with defeat - all while becoming physically fit and healthy. Best of all, they have fun.

Support Your Child

Supporting your child by giving encouragement and showing interest in their team is very important.

Help your child work toward skill improvement and good sportsmanship in every game. Teach your child that hard work and an honest effort are often more important than victory - that way your child will always be a winner despite the outcome of the game!

Always Be Positive

Parents serve as role models for their children. Be aware of this fact and work to be a positive role model. Applaud good plays by your child's team as well as good plays by the opposing team.

Support all efforts to remove verbal and physical abuse from youth sports.

Remember: Your Child Wants To Have Fun

Remember that your child is the one playing soccer, not you. It's very important to let children establish their own goals - to play the game for themselves. Take care not to impose your own standards and goals on them.

Don't put too heavy a burden on your child to win games. Surveys reveal that 72% of children would rather play for a losing team than ride the bench for a winning team.

Children play for the fun of playing.

Reinforce Positive Behavior

Positive reinforcement is the best way to help your child achieve their goals and overcome their natural fear of failure. Nobody likes to make mistakes. If your child does make one, remember it's all part of learning, so encourage your child's efforts and point out the good things your child accomplished.

Don't Be A Sideline Coach Or Referee

AYSO coaches and referees are usually parents just like you. They volunteer their time to help make your child's soccer experience a positive one. They need your support, too.

That means refrain from coaching or refereeing from the sidelines. In a volunteer organization like AYSO there's always an opportunity to take your interest in coaching or refereeing to the next level and become one yourself!



MOORPARK AYSO REGION 363 COACHING ACKNOWLEDGMENT

Each team participating this year will be required to provide at least one qualified referee to support the program. A quality training program is free and available for new (and returning) referees. Participation of these referees will have a direct impact on team standings. With two hours of referee participation every week, we will have enough referees to provide full support for every team in the league. Such support will lead to a much more positive experience for all parts of the AYSO team — players, coaches, parents, and staff.

Team standings this year will be on based on points for games played (3) points for a win, (1) for a tie, (0) for a loss, plus up to two (2) points per week for referee participation. Teams not meeting the minimum requirement of (1) point per week will not qualify for post-season play.

Volunteers serving as referees not certified cannot complete games and no referee points will be awarded. Standings for all eligible U10, U12 & U14 teams will be posted weekly on our web site at www.moorparkayso.org.

We have a $\frac{3}{4}$ rule of play. Each player is required to play 3 quarters of every game. The exceptions are injuries, arriving late to a game, and illness. This will be monitored by the administration and coaches not following these requirements, will not be awarded playoff spots and are subject to disciplinary action(s) and or/removal as coach of a team.

I have read and fully understand the ENTIRE coaching manual and its guidelines and requirements. I agree to support and abide by all of the programs and their rules and guidelines set forth in this manual for 2013.

Printed Name: _____ Division: _____

Signature: _____ Date: _____



TEAM VOLUNTEER FORM



Division: _____
 Team Number: _____
 Team Name: _____

	Name & email address	Cell phone
Coach		
Assistant Coach		
Team Parent #1		
Team Parent #2		
Referee #1		
Referee #2		
Field Crew #1		
Field Crew #2		
Sponsor #1		
Sponsor #1 Address		
Sponsor #2		
Sponsor #2 Address		

Please fill out this form completely before submitting it to your Division Coordinator.



Moorpark AYSO 2013 Sponsor Form

Sponsor Name:	
Sponsor Address:	
Contact at Sponsor:	
Sponsor Phone:	
Sponsor email:	
Sponsor website:	
Check Number:	
Amount:	\$

Division:	
Boys or Girls:	
Team Number:	
Team Name:	
Coach:	
Coach phone/email:	

Team sponsorship for the 2013 season is **\$150**. A team may be sponsored by two sponsors or organizations. Please make check payable to Moorpark AYSO. If you have any questions please send an e-mail to commissioner363@moorparkayso.org. Moorpark AYSO is a tax-exempt organization under section 501 (C) (3). **Federal Tax ID Number 95-6205398**.

**Moorpark AYSO, Region 363
P.O. Box 241 • Moorpark, CA 93020
(805) 529-7666**

AYSO Incident form with instructions

Download from Moorpark AYSO Website (www.moorparkayso.org)

SAI Claim form with instructions

Download from Moorpark AYSO Website (www.moorparkayso.org)