

**AYSO REGION 46  
COACHES INFORMATION SUMMARY  
Fall 2023**



**COVID 19**

Currently there are no requirements for masks to be worn outside. There is no vaccine mandate and no testing mandate. If the State of California, Los Angeles County or the William S Hart School District change their position, we will let you know.

If a player or coach displays symptoms, please have them stay home.

If a player or coach tests positive, please have them contact Scott Cooper, the Safety Director, at [scooper0622@yahoo.com](mailto:scooper0622@yahoo.com). There are player covid protocols in place.

If a player or coach tests positive for covid and has had contact with team, please contact Scott Cooper. There are team covid protocols in place.

**Other Safety**

- Please be aware of the heat and make sure all players and volunteers are well hydrated. Refrain from excessive running in high temperatures.
- If at any time you feel a situation maybe unsafe for you or your player, you can choose not to participate without explanation.
- As coach it is your responsibility to have a First Aid kit at practice. It should contain peroxide, band aids, instant ice packet, and an ace bandage. You can ask each parent for a donation to buy the First Aid Kit
- If an injury occurs during practice or on the field of play and requires medical attention, please contact Scott Cooper. An incident form will need to be filled out.

For the sake of player safety these team policies may change at any time at the discretion of any State or Local agency.

**PARENT MEETING**

Please call your team by August 14<sup>th</sup>, so players know they are on a team. Hold your meeting as soon as possible. All parents and both coaches should be there. **BE PREPARED!** Below is a list of the items that should be covered -- as briefly as possible.

- \* *ALL VOLUNTEERS shall retake the online Safe Haven and CDC Concussion course every two years. You will receive an email informing you if you need to take the course(s). The email will also include instructions on how to take the course. In addition, to these two courses you will also be required to take the Sudden Cardiac Arrest course.*

1. Review **PARENT/GUARDIAN CONSENT AND PLAYER MEDICAL RELEASE FORM** for accuracy, particularly with regards to parent or guardian and current phone numbers. **HAVE PARENTS MANUALLY SIGN THE FORM. Henry Mayo does not recognize the electronic signature.** After the meeting, talk to parents with children who have asthma or any other condition which may require special attention.
2. Discuss team and/or family sponsorships. Further details are in the sponsorship packet. Encourage sponsorships as the contributions will not only help defray the general operating costs such as uniforms, balls, goal, field rentals and training costs but will also provide registration fees and equipment for our VIP players and those players who are less fortunate.
3. Determine how many parents are interested in refereeing either at a noncompetitive level or at a competitive level. These persons shall submit a volunteer form and will be required to have the three certifications mentioned above. Plus, they must be certified as a referee for the appropriate age level (comp or non-comp). Record the names on the Team Information Form.

**Each 6U-8U team must provide one certified referee for every game.**

**Each 9U-14U team should strive to have at least TWO certified referees. One will need to be provided for every game.**

4. Select your Team Parent. This person may be a mother, father, or legal guardian of one of the players. Please refer to enclosed flyer for the time, date, and location of the Team Parent meeting. This person is responsible for coordinating all team information, either from the coach or from the Region 46 Board. This person shall submit a volunteer form and will be required to have the three certifications mentioned above. Record the name on the Team Information Form. The Team Parent Meeting will be held via Zoom this year. More information to follow.
5. Select a second contact for your team. This volunteer will be cc'd on emails and any other communication from the Division Representatives. It cannot be a family member of the coach nor have the same email address. This person can be the Team Parent or Assistant coach or anyone else on the team willing to remind the coach of information throughout the season. Record the second contact on the Team Information Form.
6. We are always looking for assistance in marking the playing fields. A schedule for assisting with the fields, will be provided to coaches along with Region Tent duty and game schedules. Help will be needed on Thursdays and Fridays.
7. Discuss any carpooling needs that a parent may have. Stress prompt drop-off / pick-up of players for practice. It is unfair for you to have to wait on a regular basis for tardy parents. Set a plan of action you will utilize in the event of an unforeseen circumstance. **NEVER** leave players at the field.

8. **The "Safe Haven" program requires 1 adult for each 8 players, one of which must be of the same gender as the players. This includes all team activities, including practices.**

Set up a practice schedule which accommodates you and the team.

9. It is also a good idea to have the team parent bring a plastic trash bag and wet wipes. Each team is responsible for their trash.
10. **All teams, 6U-16U, will start play on Saturday, September 9, 2023**
11. Team banners/flags: It is advisable to collect money from each family at this time to defray the total cost of the banner/flag (Around \$150).
12. Obtain ideas for a team name. Team names **MUST BE CLEARED** through your Division Representative to avoid duplication of names or questionable team name selections. Please do not assume that the team's name you select will be approved. **DO NOT MAKE/ORDER YOUR BANNER UNTIL YOU RECEIVE APPROVAL OF YOUR TEAM'S NAME.**
13. Shin guards must be worn at all practices and games. **NO PLAYER MAY PARTICIPATE (PRACTICE OR GAMES) WITHOUT THEM.** Further disciplinary action will result if a player or coach fails to observe this rule. Shin guards must be worn **INSIDE** the socks and they must be of the appropriate length. No short shin guards will be permitted. Socks must fully cover the shin guard. This is a requirement of AYSO National and has been implemented for safety reasons.
14. No regular season games will be played over Thanksgiving weekend. Play-off games for 10U-14U will be played in December.
15. Let your parents know what they can expect from you, and what you expect from them. Ask them to come to the games and cheer for the team, call if their son/daughter will not be at practice/game, set a good example, plan family activities around the game schedule, and let you do the coaching. Talk about everyone being a part of the team (Players, Parents, & Coaches). Parents can be a big help by always looking for and talking about **ONLY** the good things that their son/daughter does. **NEVER** talk about mistakes they make, or their teammates make. The key is to always be **POSITIVE**.
16. Spectator sideline rules. All parents and children must be 3 feet back from the sideline, to the left of the half-line (so as to avoid interfering with the Assistant Referee). Please remind parents to watch their small children so that they are not accidentally knocked down. Please ensure that toys are kept off the playing field.
17. Have the parents read and sign the Parents Conduct Policy Form. The form must be signed by both the coach and parent. In 14U-19U divisions, have players read and sign the Players Conduct Policy Form. **NO PLAYERS WILL BE ALLOWED TO**

**PLAY UNTIL THIS FORM IS TURNED IN TO YOUR DIVISION REPRESENTATIVE.** Return these forms along with the team information form when you pick up your uniforms.

## **PRACTICES**

1. Refer to enclosed flyer for information on your practice location options.
2. **TEAMS MAY NOT START PRACTICE UNTIL AUGUST 14th.** For 10U and above, practices shall be limited to two practices (maximum) each week, no more than 90 minutes each practice. 6U/8U shall be limited to one practice (maximum) per week, no more than 60 minutes each practice. Practice fields are at a premium and coaches are expected to cooperate with each other.
3. Remember to have your team registration forms with you at all times. In your absence, your assistant coach must have a copy with them. Spot checks for registration forms may occur without notice. This National rule is enforced for the protection of the players. Bring your First Aid Kit.
4. Each player should bring their own water container to practice. It is recommended that you bring an extra bottle or two, especially during warm weather months. The water bottle should be given to one player and not shared with another player.
5. Remind parents to be prompt in dropping off their children to practice and in picking them up. Make sure your practice ends on time. Parents are more likely to be late if your practices are always going 15 to 20 minutes over.
6. Per Safe Haven, sending players to the restroom or anywhere else on their own requires they be sent using the Buddy System. The **BUDDY SYSTEM CONSISTS OF 3 PLAYERS.**

## **GAMES**

1. Game schedules will be posted week of August 21st. The "Home" team is the team that is listed first on the game schedule, and will occupy the North or West side of the field:  
  
6U will be playing 4 v 4 – no goalkeeper  
8U will be playing 4 v 4 – no goalkeeper  
10U will play 7 v 7  
12U will play 9 v 9  
14U, 16U, & 19U play 11 v 11
2. First game of the day: Both the home and visiting teams are responsible for making sure the equipment is set up by game time. It is advisable to designate a parent(s) on the team to be responsible for these duties or assign them on a rotating basis. Please arrive **60 minutes** prior to the start of game to set up fields. **YOUR GAME**

**WILL BE SHORTENED BY THE NUMBER OF MINUTES IT WAS DELAYED IF THE EQUIPMENT IS NOT SET UP BY GAME TIME.**

3. Both the Home and Visiting teams of the last scheduled game of the day are responsible for taking the field equipment down and dropping off the equipment bags in the trailer (Rio Norte) or container (Arroyo Seco).
4. It is **required** that both coaches **verify the final score, substitutions, assistant referees and sign the game cards** at the end of the game with the referees. The final score posted on the game card will be considered the official score.
5. Game results for each division should be posted by the following Wednesday. Any dispute of the published standings must be submitted to the appropriate Division Representative. Teams will now have 2 weeks to dispute standings up to week 9 of the season. After week 9, teams will have only 1 week to dispute standings. For example, week 7 standings are considered final once the week 9 standings have been posted. Week 10 standings are considered final once the week 11 standings have been posted.
6. Game cards should be filled out prior to the start of the season per guidelines (see handout). Cards must be checked in and approved by the first game of the season. Division Reps will review information when uniforms are distributed.

Each team will provide 11 completed game cards with the following:

- a) Region, Division and Team #
  - b) Team Name, Uniform Color, Coach and Assistant Coach
  - c) Jersey Number Order (starting with #2 thru the total number of players per division)
7. Coaches are required to stay in their technical area (10 yards on either side of the center line of the playing field). All substitute players must also remain near the coach's area. All players are to turn their backs to the lines-person to report their uniform number before entering or exiting the playing field.
  8. The competitive season may be played as a straight season, or in two halves. If any competitive Division has 14 or more teams, it will be divided into 2 or more pools. Teams will earn 6 points for a win, 3 points for a tie and 0 points for a loss. See AYSO Region 46 Points System handout in coach packets (and on the web) for details.
  9. Players in Divisions 10U through 14U and VIP must play three quarters of the game unless they arrive late, are injured, or are ill. (Referees do not enforce this; they are to report it only). Players in 16U through 19U must play half the game.

Due to the roster size and due to the 6-periods of play in 6U, 7U & 8U, if all players are in attendance at a game, each player cannot play "three quarters" (75% of the game).

In 6U, 7U and 8U games where all 6 players are in attendance, 2 players sit out

each period and all players sit out twice. No player is to sit a second period until all players have sat once. Switch the rotation each week so the players do not sit out the same the same quarters each week. If all players are NOT in attendance, each player must play at least play 4 of the 6 periods of that game.

**THE REASON FOR ANY PLAYER NOT PLAYING “three quarters” OF A GAME MUST BE NOTED ON THE BACK OF THE GAME CARD.**

10. In Divisions 10U & 12U, goalkeepers must play one quarter of the game out of the keeper position. (Referees do not enforce this; they are to only report it if not followed). In 14U, 16U, & 19U goalkeepers can play the entire game in the goal.
11. Duration of the Game:
  - 6U & 8U: 6 equal periods of 7 minutes each
  - 10U & 12U: 2 equal halves of 25 minutes each
  - 14U: 2 equal halves of 30 minutes each
12. In the event we have rain and there is a question as to whether we will play soccer games, the following procedure will be followed:

The Referee Administrator, Safety Director, and/or the Regional Commissioner will inspect all playing fields at approximately 6:00 am Saturday/Sunday morning. Your Division Representative will notify you if the games have been canceled. If you do not receive a phone call notifying you of a cancellation, you must assume that the games will be played. In the event of game cancellation, all games for the day will be canceled. It is the coach's responsibility to call the players.

**Should lightning occur, referees will stop games and fields will be cleared. Games for that time slot, may be cancelled. Do not assume the remainder games for the day will be cancelled.**

**Note: In the event of extreme weather, competitive games will be rescheduled at the discretion of the region.**

13. If a player is bleeding, i.e., from the nose or an open wound, that player must leave the game until the bleeding has been stopped, the wound has been sufficiently covered, and any blood cleaned from the skin. In addition, if a player has blood on his/her uniform, it must be cleaned and dried, or changed, before the player can resume play. Hydrogen peroxide works best to clean uniforms.
14. Concussion information

Any player suspected of having a concussion by the coach, referee or parent must be removed from further participation for at least the remainder of the day,

**and**

parents should be encouraged to seek professional medical treatment at the time of injury and secure medical clearance before being allowed to return to play. IF the parents seek medical treatment, AYSO will require the parent to sign a new Participation Release Form confirming that the player has been given the appropriate clearance to return to play. Further, if they are diagnosed by a physician with a concussion, a doctor's release will also be required. Direct the parents to the Concussion Action Plan and Concussion Information Sheet (English & Spanish) on the Region's website under Documents for more information.

15. U10-U14 teams will be assigned Region tent coverage for every game either before your game or after depending if you are the home or away team. Assignments include general field set up before an 8 am game general field tear down after the last game of the day. Teams will need to sign in/out at the region tent and be visible and helpful.
16. Coach/Spectator sideline: Coaches are expected to coach in a positive manner. Spectators are encouraged to cheer also in a positive manner. If a player, coach or parent is sent off during the match, 1 point will be deducted from the team's total season standing points (maximum deduction: 2 points per game in the event of multiple ejections).

## **UNIFORMS AND EQUIPMENT**

1. At the Roster distribution meeting, uniform colors will be selected. Each coach will receive a coach bag with two (2) soccer balls, cones and a first aid kit. Set aside one of the soccer balls for game use only (balls colored to match uniform will not be permitted in game).

The Board will schedule a time to distribute uniforms. The coach must present the following to receive his/her team uniforms:

- completed Team Information form (enclosed in this packet)
  - and the Region 46 signed Code of Conduct forms Twelve (12) game cards, filled out per instructions (see handout);
  - signed player registration forms (in blue ink); AND
  - Team names must have prior approval
2. When distributing uniforms, the players should be lined up in tallest/largest to shortest/smallest order. The uniforms should be distributed accordingly. FIT, not player number, is the primary concern in outfitting a team with uniforms.

If there is a problem with a uniform at any time throughout the season, please advise your Division Representative.

3. **No player's names or team names will be allowed on player uniforms per National Rules & Regulations.**

4. Soccer or all-turf shoes are recommended at games and practices. Tennis shoes are permitted but not recommended.
5. Shin guards must be worn at practices and games UNDER socks.
6. Soccer ball sizes are as follows:
  - Division 4U - size 2 1/2 ball
  - Division 5U, 6U & 8U - size 3 ball
  - Division 10U, & 12U - size 4 ball
  - Division 14U, 16U, 19U & VIP - size 5 ball
7. Under-amour can be worn under a jersey, but color must match jersey color. Leggings or warm up pants may be worn at the discretion of the referee.

#### **MISCELLANEOUS INFORMATION**

1. It is possible that a player may elect to drop out. Please have the parent contact the registrar. **A player will not be dropped or added unless the parent contacts the registrar directly.**

Administratively, if a replacement player is available that is similar in rating and will not affect the team balance, the registrar will e-mail the coach the registration form for the new player. The coach must have the registration form before the player can practice or play a game. The last day for any replacement players is October 31<sup>st</sup> (For 16U & 19U it is September 30<sup>th</sup>).

2. The Player Evaluation Form must be completed and returned to your Division Representative by **October 21st.** **REMEMBER, THESE EVALUATIONS ARE OUR PRIMARY TOOL IN BALANCING TEAMS FOR THE FOLLOWING YEAR.**
3. Please instruct your parents and players that it is extremely important that we take care of school property. That means picking up all trash, keeping restrooms clean, and staying off hills at the junior high schools. **Dogs or other pets are not permitted on the school grounds. WITHOUT OUR SCHOOLS, WE DO NOT HAVE FIELDS TO PLAY SOCCER GAMES.**

**RIO NORTE - WE HAVE BEEN INSTRUCTED TO PARK IN THE SCHOOL PARKING LOT AT RIO NORTE AND NOT ON THE STREETS SURROUNDING THE FIELDS.** Park in designated spaces and do not block driveways or throughways.

**ARROYO SECO -** Parking on School Grounds is only permitted in designated lined spaces in the front parking lot and not in driveways or throughways. **PLEASE STAY**



**OUT OF STAFF PARKING AREAS AND DO NOT PARK ON COURTS OR OTHER SCHOOL PROPERTY THAT IS NOT DESIGNATE FOR PUBLIC PARKING.** Please remind your parents of this policy, they are not to drive their automobiles into staff areas to pick up / drop off.

4. Please be sure that you check your e-mail regularly as the majority of communication between you and the Region will be via e-mail. It is very important that you receive communications in a timely manner. **IT IS YOUR ULTIMATE RESPONSIBILITY AS A COACH TO ENSURE THAT YOU RECEIVE AND DISTRIBUTE COMMUNICATIONS.**
5. Please utilize the assistance of the coaching staff personnel. They are there to help in areas you might need advice or assistance. Please contact the coaching mentor administrator [@rogerschnurr@ca.rr.com](mailto:@rogerschnurr@ca.rr.com).
7. Awards/Trophies
  - a) Participation trophies for each player (6U-8U) will be handed out to coaches at the Non-comp Player Evaluation meeting
  - b) Team trophies for 10U-14U are awarded and determined by playoffs. Top four teams in each division will receive trophies (1st, 2nd, 3rd, 4th place). Trophies for each player will be distributed at the end of Championship games.
  - c) Team Sportsmanship will be awarded to the top team in each division. Players will receive medals and the coach will receive a plaque.
  - d) Individual Sport of the Year trophies will be chosen by coach or team and distributed to the coach at the Player Evaluation meetings.

**DATES TO REMEMBER:**

- \* Team Parent Meeting: TBD via Zoom
- \* Referee Courses: TBD
- \* Coaches Meeting: August 23<sup>rd</sup> over zoom.
- \* Non-comp meetings for Families: August 14th (location: TBD)
- \* Season starts September 9th
- \* Picture Day September 23<sup>rd</sup> @Pacific Crest Park
- \* Make Up Pictures (FOR INDIVIDUAL PLAYERS) October 14<sup>th</sup> for @Rio Norte Junior High
- \* Mid-Season Coach Meeting (**1 point**): October 16th (location TBD)
- \* Player Evaluation Meeting (**1 point**) (location: TBD)
  - November 8<sup>th</sup> - All Non-competitive teams
  - November 14<sup>th</sup> - Boys competitive teams
  - November 15<sup>th</sup> - Girls competitive teams

Additional Due Dates:

- August 31st : Team Roster due to Division Rep
- October 21st : Self Nomination forms for All Star and Tournament coaches due
- October 21st : Player Evaluation and Sport of the Year due for 16U/19U
- October 21st : 6U-14U Player Evaluation, Sport of the Year due

October 21st : All Star Nomination (10U-14U) due