CALCASIEU SOCCER CLUB
POLICIES & PROCEDURES

RECREATION

Last Updated: June 2018

RESERVATION OF RIGHTS

This policy manual was prepared by the Calcasieu Soccer Club Board of Directors. Calcasieu Soccer Club (CSC) is affiliated with United States Youth Soccer Association (USYSA) and the Louisiana Soccer Association (LSA) and follows USYSA & LSA Policy for general rules of play unless stated in this policy manual. The Board reserves the right to amend, revise, clarify, or change the policies contained herein at its discretion, after each season of play.
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CALCASIEU SOCCER CLUB MISSION STATEMENT

The purpose of CSC is to provide and promote outstanding soccer programs to people of all ages and abilities.

Through recreational and competitive soccer programming, CSC shall aim to provide excellent instruction to youth players to maximize their enjoyment of the game and encourage all members to create ideals of good sportsmanship, honesty, loyalty, courage, respect, and a lifetime of involvement in sports and physical activity.

CSC will be subject to and abide by the rules and regulations of the United States Youth Soccer Association (USYSA), the United States Adult Soccer Association (USASA) and the Louisiana Soccer Association (LSA).
1. REGISTRATION

All registrations are to be submitted electronically online using the Got Soccer system.

- Fall: Registration takes place during the month of January
- Spring: Registration takes place during the month of July

Just registering does not guarantee being placed on a team. Players will not be placed on a team until the registration fee has been paid. Generally, registrations will be accepted until the teams are full or the first weekend of play has been completed.

Refunds

CSC can withhold a portion of registration money in order to cover the cost of administrative expenses incurred registering the player. Refund requests must be made in writing to the Executive Director. A player may be entitled to a refund as follows:

100% up to registration deadline
50% up to first activity
0% after the first game

2. RECREATIONAL TEAM FORMATION

CSC will follow US Soccer’s Player Development Initiatives when placing players in age divisions. The year of the player’s birth will determine which age division a player is placed in. More information can be found at: https://www.ussoccer.com/coaching-education/resources/us-soccer-player-development-initiatives

Criteria

The following criteria are used to form teams in the CSC recreation program. The goal is to provide a balanced, fair, competitive, and enjoyable soccer experience for all players:

- Player’s team the preceding season
- Sibling/family members who are in the same age division
- Friend with friend request (1 friend request maximum)
- Player’s school
- Carpool request
- Team with the greatest need

Returning Players

In order to encourage early registration, CSC allows players who register by the registration deadline to automatically return to the team they were on during the most recent preceding season.

Pool Players

A player is considered a “pool player” and will be assigned randomly to a team using the general team formation guidelines if any of the following apply:

- The player did not play for CSC in the most recent preceding year
- The player does not register by the registration deadline
- The player requests not to return to the team they played with the preceding year
- The players previous team does not form because not enough players returned to play

Requests

Coaches are permitted to request that their child/children plus one additional player be placed on their team. Parents may submit requests for a specific coach or team placement when registering their child in age groups 5U, 6U, 7U and 8U in accordance with CSC’s recreation team formation criteria outlined above. Requests will be considered for reasonableness and will be reviewed, considered, and decided upon by the Executive Director or a designated representative. If the request is based on carpool reasons, families may be required to provide proof.
No requests will be accepted for age groups 9U and older. All requests to play with a team that has been exceptionally dominant in the two most recent seasons will not be honored. Denied requests may be appealed by the parent(s) in writing to the Executive Director. The decision on the appeal is final.

Returning Teams
To allow a “friends with friends” situation and facilitate a continuation of player development, at the discretion of the Executive Director or Director of Coaching, teams will remain intact if they return from one season to the next. Open spots on rosters resulting from non-returning players will be filled randomly by ‘pool players’. Subject to registration numbers, teams will be required to meet minimum and maximum roster sizes as determined by CSC.

To maintain the integrity of the Recreation program, exceptionally ‘dominant’ teams in age groups 10U and older will be subject to review and limitations. Teams in the 10U and older age groups, having an average overall goal differential greater than five (5) goals per game or, if in the opinion of the Executive Director or Coaching Director won a majority of their matches in a lop-sided manner may be subject to following:

- Team will be dissolved and players distributed to other teams within the age group
- Team will be required to play in an older age group so long as it is considered safe to do so.

Players playing out of their age group
Playing Up
Parent(s) may request their child play in an older age group. The request is to be made in writing to the Executive Director at the time of registration. Decisions on such requests will be made by the Executive Director or Coach Director on a case by case basis, but are generally only allowed in the following situations:

1. The player has an older sibling playing on a team no greater than one age group ahead of the play up’s proper age group.
2. The player has demonstrated extraordinary ability to dominate the field of play in his/her proper age group.

If the request is granted, the child will advance through future age divisions with the older age group unless the child’s parent(s) make a written request to the Executive Director to return their child to the appropriate age division.

Playing Down
A player may play in a younger age division no more than one (1) year younger upon written request and approval from the Executive Director. Any team with an approved ‘play down’ player will be monitored to ensure there is no unfair advantage against teams in the same division. No more than two ‘play down’ players are permitted on one team. More than two will result in the team playing in the next age group up.

COED & SINGLE GENDER AGE DIVISIONS
As much as possible CSC will follow US Soccer Player Development Initiatives when forming teams, age group divisions and game formats, however, registration numbers may mean we occasionally have to deviate. We will always strive to form teams in the most appropriate way to create the most enjoyable experience for all players. In general, divisions are formed as follows:

- 5U, 6U will play on coed teams
- 7U through 14U will play separately on boys and girls teams
● 15U through 17U will play on coed teams

3. GAME SCHEDULES
Calcasieu Soccer Club will aim to release game schedules two weeks prior to commencement of the season. Each team should expect to play a minimum of 7 games over 6 weekends with one mid-week game.

- **Fall**: Games will be generally be played mid-September through late October.
- **Spring**: Games will be generally be played mid-March through late April with activities working around Mardi Gras and Easter holidays. No games will be played on Easter weekend.

**Game Reschedule Guidelines**
Every effort should be made to play games as scheduled by CSC. Reschedule requests should be sent to the Executive Director for approval based on referee and field availability. A game will only be considered for reschedule under the following circumstances:

- If the team requesting the reschedule would not have the minimum number of players available to field a team due to a conflict.
- A registered and background check approved coach or volunteer is unable to be present to supervise the players at the game due to a conflict.
- The opposing coach has been contacted and agrees to the reschedule.

Acceptable conflicts are community, school or Church related functions. Teams are encouraged to work with one another to find a mutually agreeable reschedule date. If a date cannot be agreed upon CSC will consider the game forfeited by the team requesting the reschedule. Only one reschedule request per team will be considered per season. If a team forfeits two or more games in a season, for any reason, the coach and team may be subject to CSC Discipline & Protest Committee action.

**Please note**: There is no need to contact the Executive Director for single game reschedule requests in the 5U-8U age groups. Coaches are free to work out a mutually agreeable date and time with each other that does not conflict with other games or practices scheduled on the 5U-6U fields.

**Mid-season Schedule Review**
Approximately halfway through each Fall or Spring season, a review of results for teams in the 10U through 16U age groups will take place and schedules may be adjusted in an attempt to schedule teams of similar strengths.

**Rules of the Game**
As much as possible CSC follows the US Soccer Player Development Initiatives regarding modified rules of play which were officially implemented in 2017 and described below:
https://usys-assets.ae-admin.com/assets/946/15/PDI%20September%202016.pdf

4. **SCOREKEEPING**
No scores are to be kept in age groups 5U – 8U. However measures should be taken to minimize situations where any player, coach or team is embarrassed.

**The Power Play rule**
**5U – 8U**
If at any stage during the game, a team opens up a five (5) goal leading margin the Power Play rule comes into effect. Power Play rule requires the leading team to discreetly and respectfully remove a player from the field until such time as the leading margin is reduced to four (4) goals.
Should the leading margin continue to increase, the leading team will be required to discreetly and respectfully remove an additional player.

9U – 16U
If at any stage during the game, a team opens up a five (5) goal leading margin the Power Play rule comes into effect. Power Play rule requires the leading team to discreetly and respectfully remove a player from the field until such time as the leading margin is reduced to four (4) goals. Should the goal margin continue to increase, the leading team will be required to discreetly and respectfully remove an additional player.

The Mercy Rule
If any team opens up an eight (8) goal leading margin the Mercy Rule comes into effect and the game will be considered over. Please note: CSC can provide advice to coaches who continuously find themselves winning games by large margin of victory.

Unless indicated by CSC no standings are kept in any recreation soccer divisions

5. UNIFORM POLICY
Players are required to purchase their own CSC Recreation program uniform from the approved CSC retailer prior to commencement of games. It is NOT necessary to purchase a new uniform each season as they may be used for consecutive seasons. Game day uniform style is as follows:

- **HOME TEAM**
  - Jersey: Yellow
  - Shorts: Black
  - Socks: Yellow (PLEASE NOTE: age groups 5U-8U may wear black socks)

- **AWAY TEAM**
  - Jersey: Black
  - Shorts: Black
  - Socks: Black

Jerseys are to be purchased at the CSC approved retailer. Appropriate color shorts and socks may be purchased from any other sports retailer. **All recreation soccer teams should wear the CSC Recreation program uniforms for games, jamborees and tournaments in which they are representing CSC.**

**Shin guard Policy:** All players are required to wear age appropriate shin guard protection at all times during practices and games.

6. GAMEDAY & PLAY POLICIES

**Player Participation**
CSC requires significant participation in each game by each eligible player in the recreation program.

- **Significant participation is defined as playing fifty percent (50%) or more in each game, including all regular season games, scrimmages, jamborees and tournaments.** CSC strongly encourages coaches to play players more than the minimum.
- **Coaches must invite all players from their current season roster, or if between seasons, their most recent season roster, to every game and practice in which the team participates, including**
tournaments and post season activities.

- No child may be denied playtime for disciplinary reasons without the parent of the player being notified in advance of the disciplinary action taking place.

Sideline Policy

Age groups 5U - 8U
Parents, coaches and players are allowed on both sides of the field to allow children to be close to parents throughout the game. Spectators may also observe games from the end lines.

Age groups 9U – 16U
Teams and spectators will be on opposite sides of the field. Teams will be on one side of the field, defined as the technical area/touchline. A maximum of three (3) background check/CDC approved coaches/adults per team may be on the technical touchline with the players. Coaches from each team should not cross the halfway line during the game to coach, neither should they coach from between the top of the penalty area to the goal line. Parents, fans, and other spectators will observe the match on the opposite side of the field to the coaches and players. Seating should be between the penalty areas on the touchline directly opposite the half of the technical touchline their team occupies.

AT NO TIME SHOULD A COACH OR SPECTATOR ENTER THE FIELD OF PLAY UNLESS OTHERWISE INDICATED IT IS SAFE TO DO SO BY THE GAME OFFICIAL /REFEREE.

Injury Protection Equipment/Jewelry
The referee has the final say on whether or not to allow a player to participate in a game while wearing injury protection equipment. As a general rule, equipment that can cause injury to other game participants, such as, (but not limited to), hard casts, (regardless of the degree of padding) and braces with metal, are not allowed. Orthopedic braces must be covered by the manufacturer’s cover or by ½-inch padding at all times. No jewelry is allowed.

Uniform Color
The home team will wear the Yellow jersey and have its choice of a side of the technical area. The away team will wear black.

Uniform Color Conflicts
If a jersey conflict arises the ‘Away’ team (Black) should wear their practice pennies/bibs. There are pennies at the CSC HQ for this purpose if neither team has any.

Games Called Due to Weather
Club officials and/or referees may end a match early due to dangerous weather conditions. If the match is ended prior to the end of the first half, the match can be rescheduled. If the match is ended during halftime or later, the score at that point stands and the match will not be rescheduled.

Player Safety, Injury & Illness
CSC recommends following the guidelines found at http://www.recognizetorecover.org/

- Injuries: Players suffering an injury or illness should be removed from play and the on site Athletic Trainer should be contacted. Unless attending to another incident, the Athletic Trainer is normally located by the CSC Headquarters tent.
- Concussion: Any players suspected of suffering from a concussion should be removed from play and not permitted to return until cleared by a medical professional. For more information on concussion protocol refer to the guidelines found at http://www.recognizetorecover.org/head-and-brain/#head-brain-conditions
- Emergency Action Plan (EMA): To address medical emergencies refer to the Ward 3 Recreation - Calcasieu Soccer Club EMA found at http://cscsoccerclub.org/risk-management/. 
VENUES & FIELD USAGE

Practice Venues
The Ward 3 Power Center Complex and the Ward 3 Enos Derbonne Complex are the main venues to be used for practice by Recreation soccer teams during the season. Teams seeking to practice on alternate venues must inform the Executive Director in order for the location to be added to CSC’s list of approved venues.

Reserving Practice Fields
Practice fields will be officially open for use by teams as indicated by CSC each season however generally they will be available for use as follows: Fall: August through October and Spring: March through May. Subject to availability, Monday through Friday practice time slots will be available to recreation teams. Coaches may reserve their age group approved practice field using online sign up via CSC website or link provided by the Recreation DOC. The assigned team only has the right to use their practice field during their assigned day and time. Make-up practices can be scheduled based on field availability. The practice schedule is created before each Fall or Spring season before, during or after the pre-season coaches meetings. During the season, Saturdays and Sundays are reserved for scheduled game use.

Game Venues
All recreation program games will be played at the Ward 3 Power Center unless otherwise indicated on the game schedule. In some age groups, to add variety to the schedule, games may be scheduled against a local LSA affiliated club. Occasionally this may result in the game being played at that club’s home field.

Special Usage
Any proposed organized event outside of the regular CSC recreation soccer program must have the approval of the CSC Executive Director, Recreation DOC and Recreation Program Coordinator. This includes jamborees, tournaments, scrimmages involving CSC competitive teams or other LSA or USYSA affiliated teams. Requests must be made in writing and approval will be subject to field availability. Field use requests for days when CSC recreation games are scheduled will generally be denied.

Field Closures
Unexpected Closures
The fields may be closed due to weather, safety or other considerations. Members and coaches should check email, the CSC website, facebook or CSC office for field closure information.
Off-season Closures
The Ward 3 Power Center and Enos Derbonne fields are generally closed from May through August and from November through February however teams may enquire with Ward 3 Recreation for availability outside of the regular CSC recreation program dates.

REFEREE POLICY
Referees will be provided by the Southwest Louisiana Referee Association (SWLARA)
Age groups 5U, 6U, 7U & 8U will not be assigned referees. Games will be managed by a registered coach or team official. Only one team representative from each team is permitted on the field at any time.
Age groups 9U through 17U will be will be assigned game officials. In the event that a game cannot be covered by a Grade 8 level referee assigned by SWLARA, the game will be considered a practice game and refereed by team coaches with each coach refereeing a half each.
9. **CSC GENERAL POLICIES**

**KidSafe / CDC /Adult Registration:**
CSC requires all adults over the age of 17 volunteering or working with children to clear a background check and complete the CDC Heads Up online course prior to participation. Only adults who have been background check/concussion course approved by the state association will be allowed on the team sideline during games.

**Illegal or Unregistered Players and teams**
An illegal player is considered as 1) any player not registered with CSC, or 2) a registered CSC player who would be playing for a team in an age group or skill level game to which they are not registered in with CSC, such as the Competitive program. Use of illegal players is a serious violation of the rules that coaches will be held accountable for. This is an unacceptable practice. The risk for playing uninsured and unregistered players is great. It puts the coach and the club at great legal risk should an incident occur. No unregistered player may play on any CSC team at any level.

**CSC Recreation Guest player (Club Pass play)**
If a request is made in writing to the Executive Director, a CSC registered player may be allowed to play as a guest with another CSC recreation team under the following circumstances:

1. A team has a severe player shortage for a particular game and the player is of an appropriate age and it will not give a team an unfair advantage.
2. A team is playing in an LSA sanctioned Club Tournament and the player is of an appropriate age.

**Tournament Play by Recreation Teams**
Upon written request CSC Recreation teams in age groups 11U or older are permitted to play in two approved tournaments per year as follows:

- One LSA sanctioned Club Tournament per season (one in the fall season & one in the spring season) or
- One LSA sanctioned Club Tournament plus the LSA Open Cup (one in the fall & one in the spring OR both in the spring).

Request for approval must be made by the team coach to the CSC Executive Director prior to entering any tournament.

**Non-CSC Sanctioned Games**
CSC recreation teams must NOT play games or scrimmage against teams from other clubs who are NOT registered through Louisiana Soccer Association unless otherwise approved by the Executive Director.

10. **CSC CONDUCT, DISCIPLINE & PROTEST (D&P) POLICIES**

**Unsporting Conduct**
If unsporting behavior or inappropriate interaction is observed or exists among the spectators, players or coaches. Those responsible may be subject to the following:

- Observations at games by Executive Director, Director of Coaching or other CSC official
- Meetings with the Coaching Director or Executive Director
- Actions as indicated below.

**COACH penalty for unsporting or inappropriate conduct or violations of CSC, LSA or USYSA policy.**
**1st Offense (Per season):**
Written reprimand from the Director of Coaching or Executive Director and the coach may be subject to disciplinary action.

**2nd Offense:**
Written reprimand from the Director of Coaching or Executive Director and the coach may be suspended from the next game and may be subject to further disciplinary action.

**3rd Offense:**
Grievance filed by CSC against the coach to be heard by the CSC D&P Committee which may result in further disciplinary action.

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**PLAYER penalty for unsporting or inappropriate conductor violations of CSC, LSA or USYSA policy.**

**1st Offense (Per Season):**
Written reprimand from the Director of Coaching or Executive Director and the player may be subject to disciplinary action.

**2nd Offense:**
Written reprimand from the Director of Coaching or Executive Director and the coach will be suspended from attending games the next game and may be subject to further disciplinary action.

**3rd Offense:**
Grievance filed by CSC against the player to be heard by the CSC D&P Committee.

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**SPECTATOR penalty for unsporting or inappropriate conduct or violations of CSC, LSA or USYSA policy.**

**1st Offense (Per Season):**
Written reprimand from the Director of Coaching or Executive Director and the spectator may be subject to disciplinary action.

**2nd Offense:**
Written reprimand from the Director of Coaching or Executive Director and the spectator may be suspended from attending games the next game and may be subject to further disciplinary action.

**3rd Offense:**
Grievance filed by CSC against the spectator to be heard by the CSC D&P Committee.

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**Violent Conduct**
If violent or derogatory or offensive behavior is observed or exists among the spectators, players or coaches. Those responsible will be subject to the following:

- Suspension from the next two games and a grievance will be filed by CSC against those responsible to be heard by the CSC D&P Committee.

*Depending on the severity of the violation each case may be examined individually by the CSC D&P Committee for further action.*

The purpose of the CSC D&P Committee is to objectively evaluate and make determinations regarding accusations, as well as any proposed sanction against or involving any team, player, coach, manager, and/or Member as outlined in Section 1 of Article VII of the CSC By-Laws. Article V of the CSC By-Laws details the procedure for Suspensions and Appeals.