

Administrative Handbook

2018-19 Season

PCJSL Administrative Handbook

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EVERY EFFORT HAS BEEN MADE TO KEEP THIS DOCUMENT CURRENT. PLEASE CONTACT ANY PCJSL
BOD WITH QUESTIONS OR SUGGESTED CHANGES.

Welcome Letter from PCJSL President Ted Schmidt

Dear PCJSL Coaches, Managers and Volunteers,

Welcome to the excitement of a promising new soccer season in the Pima County Junior Soccer League (PCJSL). We are proud to have led the state with the introduction and improvement of small sided games for the younger kids, while introducing and promoting a new Code of Conduct as part of our cutting edge "Respect the Game" program. First and foremost, in all of this it is the goal of PCJSL to provide a safe, healthy and enriching program for Southern Arizona's youth.

This manual is designed to answer questions and guide you as you serve the kids in our program. If you do not find the answer you are looking for here you should first contact your club administrator or club board for the answer. If further clarification is needed feel free to contact me or a member of your PCJSL board. We encourage you to also consider attending our PCJSL board meetings where you can also raise questions and make suggestions. We are all committed to providing the best soccer experience possible for our youth and can always use more help and ideas to fulfill that mission.

Finally, please spread the word and lead by example as we strive to instill three very basic principles:

1. Let the coaches coach.
2. Respect our referees
3. Always be positive and supportive of our players

Remember the most important six words every player wants to hear after a game are "I love to watch you play." Nothing more, nothing less.

Thank you for your service. I look forward to seeing you on the pitch.

Very truly yours,

Ted Schmidt
PCJSL President
520-241-2794
Pcjsl.pres@gmail.com

Club Directory



- AZ Champions FC | **Marana, Tucson, Nogales, Rio Rico, Douglas** | **Phone: 520-909-1465**
- **President: Ricardo Hinds** rjhindsm@gmail.com | **Registrar: Christina Hinds** christina-hinds@hotmail.com
- We are strong supporters of US Youth Soccer 's new approach to youth soccer development. We consider ourselves a pioneer in the implementation and propagation of this philosophy especially in the early ages of young soccer players. Please visit the [AZ Champions FC website](#).



- Arizona Renegades Soccer Club | **All Tucson, Sahuarita** | **Phone: 520-312-2767**
- **President: Ed Payan** RenegadesSoccerClub@cox.net | **Registrar: Christine Payan** RenegadesSoccerClub@cox.net
- Renegades Soccer Club – Serving Pima County – Primarily in South Tucson, East Tucson and Sahuarita. We are committed to our players and families. Hablamos Espanol!! If you are interested in our club, please contact Ed @ RenegadesSoccerClub@cox.net or 520-312-2767. Now accepting players and teams for upcoming season.



- AYSO AZ Challenge FC | **Northwest Tucson, Marana** | **Phone: 520-906-8058**
- **Area Director: Mellisa Rocha** melandtavo@yahoo.com | **Registrar:** registrarazcfc@gmail.com
- AYSO AZ Challenge FC program provides world class youth soccer programs that enrich your children's lives. Please visit the [AYSO AZ Challenge FC](http://www.ayso.org) website.



- [CDO Soccer Club](http://www.cdosoccer.com) | **Northwest-Oro Valley-Marana** | **Phone: 520-243-3322**
- **President: Mike Kevershan** klevershan@comcast.net | **Registrar: Lorelei Barrett** mollymaisv@me.com
- CDO Soccer Club has a wide range of teams suitable for players of all abilities, from novice to highly competitive, with teams training locally in Oro Valley, NW Tucson, Continental Ranch and Marana, although we do have players who travel from all over Tucson to be a part of our club. Questions? 505-8008 Visit www.cdosoccer.com



- [FC Tucson Youth Soccer Club](http://www.fc-tucson.com) | **City Wide** | **(520) 241-2794**
- **President: Ted Schmidt** tschmidt@azinjurylaw.com | **Registrar: Kim Kenworthy** kim.kenworthy@gmail.com
- FC Tucson Youth Soccer Club was created by the joining together of two of the largest soccer clubs in Southern Arizona. The combined club has also partnered with Phoenix Rising

FC's Premier Development League team, FC Tucson. We will have the same programs and standards of excellence you have come to expect from TSA and TVSC, with the added benefits of having access to Phoenix Rising FC professional first team coaches and professional players (some of whom also currently play for their countries' national teams) to help mentor and teach our players and staff. All involved believe the combined organization marries the strengths of both clubs and will better serve both recreational and competitive players. Visit [our Facebook Page](#)



- **[Freedom Soccer Club](#) | Southeast | 520 747-8591**
- **President: Fred Copeland freedomsc01@aol.com | Registrar: Cheryl Copeland allfreedom12_989@msn.com**
- **TEAMS, COACHES, PLAYERS NEEDED:**
At this time, Freedom Soccer Club is accepting new teams, players and coaches. We are looking for U6 – U18 players both boys and girls. If interested, please email Fred Copeland freedomsc01@aol.com. For registration details, please see the club website at www.freedomsc.org.



- **[RSL-AZ Southern Arizona](#) | City Wide, Sahuarita, Nogales | Phone: 520-275-9723**
- **President: Gordon McKenzie gmckenzie5@msn.com | Registrar: Atasha Lilly-Nolen alillynolen@hotmail.com**
- **Registration (ages 3-18) : [Registration Procedure](#)**



- **[FC Sonora](#)** | Central, Southwest & Sahuarita | Phone: 520-225-9518
- President: Chris Cox chris.cox@fcsonora.org | Registrar: Heather Moore heatherrific@gmail.com
- Visit our website for more information, www.fcsonora.org Check the website for team U9-U18 looking for players Register online for Randolph Youth Development Program, ages 3-8



- **[Sereno Soccer Club](#)** Nogales | Phone: 602-996-5754
- President: John Young jyoung@serenosoccer.org Registrar: Danielle Dion ddion@serenosoccer.org
- Sereno is a Phoenix based club that has been very successful over the years. There is a Nogales Region that fields a number of different age group teams. For more information about Sereno Nogales please contact: Adrian Garcia adrian.garcia@fda.hhs.gov .



- **[Southern Arizona Soccer Club](#)** | Sahuarita and Southern Pima County | Phone: (520) 284-5194
- President: Jorge Linares president@soazsc.com | Registrar: Jennifer Rinn – registrar@soazsc.com
- Sahuarita based soccer club teams now forming for play in the PCJSL. Players, Teams and Coaches interested in starting with SASC this season should contact the club directly at 520-

284-5194, visit our website for more information, please use our “contact us” page on the website. Para información en español, llame Jorge Linares @ 520-284-8626 o escribanos correo electronico: registrar@soazsc.com



- **[Tucson Aztecs](#)** | City Wide | Phone: 520-977-4093
- President: Rene Yebra info@tucsonaztecclub.com | Registrar: Audrey Yerba Yebra4@msn.com
- For more information about our programs, please visit us at www.tucsonaztecclub.com



- **[Tucson Mountains SFC](#)** | City Wide | Phone: 520-743-9574
- President: Detlef Lange detleflange@hotmail.com | Registrar: Sally Lange sflange@comcast.net
- All registration information is posted on our website at www.tmsfc.net (member Ft Lowell/ Tucson Mountains Alliance).
Please contact Detlef Lange at 743-9574, or by email at coachdetlef@hotmail.com for additional information.
- Alliance Partner [Fort Lowell Rush](#)



- **[Vail Soccer Club](#)** | Vail | Phone: 520-398-5850
President: Bill Biagi vailsoccerclub@cox.net | Registrar:
- Please visit our website at <http://www.vailsoccerclub.org> for additional information

Staff

Maggie Barton

pcjsl.scheduler@gmail.com

PCJSL Scheduler

Maggie Barton/Emilee Mead

pcjsl.refassignor@gmail.com

Referee Assignors

Connie Gardner

conniesbookkeeping@gmail.com

Book Keeping

FAX: 888.982.6767

PCJSL Board of Directors

President - Ted Schmidt
520.241.2794 - PCJSL.Pres@gmail.com

Vice President - Detlef Lange
520.419.4829 - PCJSL.VP@gmail.com

Vice President of Competition – Charlie MacCabe
520.405.6535- PCJSL.VPComp@gmail.com

Secretary - Andrea Craig
520.979.6327 - PCJSL.sec@gmail.com

Treasurer – Jorge Linares
xxx.xxx.xxxx- PCJSL.Treasurer@gmail.com

Registrar - Pat Dunham
520.440.5259 - PCJSL.Registrar@gmail.com

Director of Coaching - Ricardo Hinds
520.909.1565 - PCJSL.DOC@gmail.com

Fields Commissioner - Steven Hlland
520-400-5823 - PCJSL.fieldscommissioner@gmail.com

Communications Commissioner - Gene Williamson
520.990.5088 - PCJSL.communications@gmail.com

Referee Commissioner - Larry Luckett
520.250.7921 - PCJSL.referees@gmail.com

Special Projects Commissioner - Empty
PCJSL.SpecProjs@gmail.com

Game and Season Information

Fall 2018

PCJSL looks forward to the upcoming soccer season as we continue working to improve your soccer experience! Please see the important dates below so that you can have your teams registered in GotSoccer for the Fall 2018 season. We will adhere to this schedule in order to allow appropriate time for the scheduling process, so please understand that making any exceptions to these dates will be difficult and very rare.

For both flighting and scheduling feedback, we will again use a Google Form that should be filled out completely and submitted before your input will be considered. **Emails, text messages and voicemails will not be utilized to make adjustments to the flighting or the draft schedule.** Please help us give you what you want by using these forms to provide the information we need. Links to feedback forms will be sent by email when created and will also be posted at PCJSL.COM.

IMPORTANT DATES FOR FIRST HALF OF 2018-19 SEASON (FALL 2018)

All U15 – U19 teams

- Aug 9 – Registration closes
- Aug 12 – Flighting Google Doc posted with proposed flighting (link at pcjssl.com)
- Aug 12 - 17 – Accept feedback re:flighting requests/changes using Google Form (link at pcjssl.com)
- Aug 18 – Flighting for U15-19 finalized
- Aug 19 – 26 - Scheduling coordinator creating schedule for U15-19 teams
- Aug 26 – “First Draft” U15-19 schedule published for identification of **errors**
- Aug 31 – **Errors** requiring schedule adjustments must be posted **using Google Form**
- Sep 1 – Schedule LOCKED (changes will generate a fine to your club)
- Sep 8 – First play date for U15-19 teams

All U9 – U14 teams

- Sep 1 – Registration closes for U11-14 teams and all U9-10 teams that want six games
- Sep 3 – Flighting Google Doc posted with proposed flighting
- Sep 3 – Sep 8 – Accept feedback re: flighting requests/changes using Google Form
- Sep 9 – Flighting for U9-14 finalized
- Sep 10 – Sep 20 – Scheduling coordinator creates schedule
- Sep 20 – “First Draft” schedule published for identification of **errors**
- Sep 24 – Errors requiring schedule adjustments must be posted using Google Form
- Sep 25 – Schedule LOCKED (changes will generate a fine to your club)
- Oct 6 – First play date for U9-U14 teams
- Oct 21 – Registration closes for U9-10 teams that will play only in Play Block 2

FALL 2018 Play Dates

It is PCJSL's desire to schedule six games for all teams during the Fall 2018 Season.

U15 – U19 Play Dates

- Allowed one Saturday blackout date
- Sep 8, Sep 15, Sep 29, Oct 6, Oct 13, Oct 20, Nov 3, Nov 10, Nov 17

Due to the way this year's calendar falls (giving us only nine possible play dates for the older players), **U15-19** teams will only be allowed **one blackout date** that can be used for a tournament or any other reason. To accommodate those teams wishing to attend more than one tournament during the season, a "free" (no fine imposed) reschedule will be allowed if the reason for the "reschedule" is to attend a tournament. Should you decide to utilize the "free reschedule" you must (1) provide proof of payment for the tournament you will attend; and (2) provide this proof no less than two weeks before the scheduled start of that tournament. You will also be required to work with your opponent to find a field, date and time to play the match you are rescheduling. This will not be done by the PCJSL Scheduling Coordinator.

U11 – U14 Play Dates

- Allowed two Saturday blackout dates
- Oct 6, Oct 13, Oct 20, Nov 3, Nov 10, Nov 17, Dec 1, Dec 8, Dec 15

U9/U10 Play Dates

- Allowed one Saturday black out date in **Play Block 2**
- Play Block 1 - Oct 6, Oct 13, Oct 20, Oct 27
- Nov 3 – NO GAMES – re-lighting will occur between Oct 27 and Nov 3
- Play block 2 - Nov 10, Nov 17, Dec 1, Dec 8, Dec 15

Due to this year's calendar and our desire to again "re-flight" these youngest players mid-season, Play Block 1 will only have four play dates and no blackout date will be allowed. To accommodate teams wishing to attend a tournament during the month of October, a "free" (no fine imposed) reschedule will be allowed if the reason for the "reschedule" is to attend a tournament. Should you decide to utilize this "free reschedule" you must (1) provide proof of payment for the tournament you will attend; and (2) provide this proof no less than two weeks before the scheduled start of that tournament. You will also be required to work with your opponent to find a field, date and time to play the match you are rescheduling. This will not be done by the PCJSL Scheduling Coordinator.

LEAGUE RULES AND POLICIES

Team Registration

Teams playing in PCJSL consist of players registered with ASA. ALL FOREIGN-BORN PLAYERS MUST SECURE INTERNATIONAL CLEARANCE PRIOR TO A CARD BEING PRINTED. Please work with your Club registrar to insure that each player born outside of the USA is properly cleared.

For each age group, players must be born during the calendar year as shown below in Table A. Teams should play at the “age” of the team and will NOT be allowed to “play down” an age group. Teams wishing to “play up” an age group (or utilize players born after the year allowed for that age group) may do so at their club’s discretion. However, any team with younger players playing “out of format” **must submit a written request through the club’s DOC to the PCJSL VP of Competition.** For example, a team with any players who should be playing in the 7v7 format must submit a written request if that team wants to play in an age group that plays 9v9. Similarly, a team with any players that would normally play 9v9 must submit a written request if that team wants to play in an age group that plays 11v11.

TABLE A – 2018-19 Season

| Age group | Birth year | Players on field | Players Req’d to Play Game |
|-----------|------------|------------------|----------------------------|
| U9 | 2010 | 7 | 5 |
| U10 | 2009 | 7 | 5 |
| U11 | 2008 | 9 | 6 |
| U12 | 2007 | 9 | 6 |
| U13 | 2006 | 11 | 7 |
| U14 | 2005 | 11 | 7 |
| U15 | 2004 | 11 | 7 |
| U16 | 2003 | 11 | 7 |
| U17 | 2002 | 11 | 7 |
| U18 | 2001 | 11 | 7 |
| U19 | 2000 | 11 | 7 |

In order to be accepted for a league event, a team must have the minimum number of players listed in Table B below registered to the team and listed on the team roster in GotSoccer. Without the minimum number, the team will not be placed on the schedule. In order to play a game, a team may add club pass players (age appropriate players from the same club) to its roster (up to the maximum number as listed below in Table B, but MAY NOT utilize more than the maximum number of loan players (age appropriate players from a different club) listed below in Table B.

A loan player is defined as a player from another club and requires a completed loan form (<https://usys-assets.ae-admin.com/assets/979/15/AYSA-InterClubLoanForm.pdf>) at the field prior to the player entering the field of play.

TABLE B

| Game Format | Minimum # Players Req'd to Accept in League Play | Maximum # Players on Game Day Roster | Maximum # Loan Players Allowed |
|-------------|--|--------------------------------------|--------------------------------|
| 7v7 | 5 | 14 | 1 |
| 9v9 | 6 | 16 | 2 |
| 11v11 | 7 | 18 | 3 |

Coach and Player Paperwork and Passes

- You will register your coaches, assistant coaches and any adult who works directly with the children through your club registrar.
- All coaches, assistant coaches and adults working directly with players must have a completed background check prior to having a card issued. **See the Risk Management Section below for information on getting the pass issued.** This process must be completed each year. Any adult working with our youth must have the appropriate coaching/administrator card showing he or she has completed this process.
- You should have the original emergency release form, signed by a parent or guardian, with you whenever you are responsible for the player (practices, games, travel, etc.). Please make sure that you follow this guideline and have the necessary paperwork should an injury occur.

Game and Tournament Paperwork

- Do NOT carry player birth certificates or copies of the birth certificate with you. Player birth dates/age should be confirmed by presenting your club registrar with a birth certificate. The player pass then serves as proof of age. Any US Youth tournament within Region IV (Western United States) should not require that you show a birth certificate as part of registering your team.
- When your team is playing in State Cup or Presidents Cup which lead to regional and national competition, birth certificates are required. Copies of birth certificates will be checked when checking in for these tournaments. Should your team advance, original birth certificates will be checked before you move to the Regional/National level.
- There is only one truly official roster – the one signed by ASA prior to play in State or Presidents Cup. However, if a tournament requests a roster, your club registrar can

print and sign a tournament roster for your use, or the coach or manager can create a roster in GotSoccer. Tournament rosters should include guest players.

- No player may participate in any PCJSL game or in any sanctioned US Youth tournament without a properly laminated player card. The player does not have to sign the card but their picture must be on the front of the card, under the laminating material.
- Do NOT mix player cards from different organizations for a tournament or regular league play. Your team must travel under one card issuing entity (i.e., US Youth, US Club, AYSO) to keep insurance coverage in place. Players from other organizations such as AYSO or US Club cannot be used as guest players.
- If you are attending a US Club tournament, your US Youth player cards are not valid. However, ASA will issue a separate card for each player and extend insurance privileges for specified US Club tournaments held outside of Arizona. Please check with the ASA office for such passes.
- Travel papers are online at www.azyouthsoccer.org.

Flighting Policy/Protocol

Flighting teams is a process that occurs in order to place teams in divisions that will create the best possible competition for the players in any given division. It isn't based simply on requests by coaches, but instead follows a list of guidelines that have been used successfully by the league to create balanced seasons.

The PCJSL goal is to provide all registered teams with 6 games in each season, if at all possible (Season 1 being the Fall; and season 2 being the proceeding Spring). Each age group will be organized into divisions, where each division is a group of 7 (seven) teams. When the total number of teams is not divisible by seven, the final division in the age group will be a division with four, five, six, eight, nine or ten teams, depending on the total number of teams in the age group. The smallest number of teams that can be allowed in a division is four, so when there are one, two, or three extra teams, they are added to another division in the age group, where appropriate, to create as much balance in the season as possible.

Promotion & Relegation

For U11-U19 Age groups:

A Promotion and Relegation (P&R) process is utilized to determine the placement of teams in each age group. Teams are placed in divisions based on their final standings in the immediately preceding season.

At the beginning of each season, all teams from the previous season (in each age group) are listed in order. Team Promotion occurs as the top 2 teams in the next lower division are

“promoted” to the next higher division. At the same time, Relegation occurs as the bottom 2 teams in each division are “relegated” down to the next lower division.

All promotion and relegation is handled within the local league (PCJSL). However, there is also potential impact with the Arizona Soccer Association (ASA) State League (SL), as the next higher league. The top two Division 1 PCJSL teams are eligible for promotion to ASA State League, which follows a similar P&R process. In addition, teams that played in ASA State League the previous season may be relegated back to their local league (i.e. PCJSL). For each PCJSL team that receives promotion into ASA SL, the teams remaining in PCJSL age groups will be moved up one position to fill the vacated spot. For each team that is relegated from ASA SL, each PCJSL team will be moved down one position, beginning in Division 1, to accommodate ASA SL teams returning to local league play.

Note: The PCJSL P&R process will be completed FIRST when creating/organizing age groups for any season. Any Team Position Movement (TPM) that occurs will take place AFTER the initial PCJSL P&R process. Team Position Movement may include, but is not limited to, ASA State League Promotion and/or Relegation, new teams added to an age group, teams removed from an age group, or teams changing age groups.

As a PCJSL policy, all new teams are placed at the bottom of the appropriate age group, unless there is significant information available about a team that allows the VP of Competition, the scheduling coordinator, club DOCs and/or club presidents (League Operations Committee [LOC]) to place the new team in a more appropriate position.

For U9 & U10 Age groups:

Teams are placed in divisions based on input provided by Club Presidents and/or DOCs, and any recommendations of the PCJSL LOC.

At the beginning of each season, teams are placed in 4-team divisions. For these younger teams, the Fall season is divided into two (2) three-game blocks. Each team will play a schedule that includes the other three teams in its division. After 3 games are played (block 1), and scores are accurately recorded, division results are reviewed by the league scheduler and the LOC. This is to allow for age group divisions to be adjusted to provide a more similar competitive level for teams, and a better overall soccer experience for players. If and when adjustments are required and made to age group divisions, the remaining 3 games (block 2) of the season will be scheduled.

For age groups that have a number of teams that is not divisible by four, one or more divisions may include five or six teams, as the PCJSL LOC deems appropriate.

Creating Age Group Divisions

Once all teams have registered for the new season, teams that did not register are removed from the standings list. For U11 – U19 age groups, the remaining teams are divided into seven-team divisions. For U9 and U10 age groups, the registered teams are divided into four-team divisions. PCJSL no longer uses Gold, Silver, etc. to name divisions instead using Division 1, Division 2, etc. to establish the order of divisions for U11-U19 (older) age groups. U9 and U10 (younger) divisions are non-competitive in nature, and do not use the promotion and relegation (P&R) process. Divisions in these age groups are not numbered, but instead named using desert plants and/or southern Arizona mountain ranges, with no specific or implied order or precedence.

When teams make specific placement requests that fall outside the established standards, the LOC will consider the request and make a decision that is in the best interest of a majority of the league, teams and players. Generally, this does not occur until after the first draft of flighted divisions has been published to the league. Rather than emails or telephone calls, coaches/managers/DOCs are asked to fill out a Google form to make these requests and the VP of Competition or Scheduling Coordinator will contact the people involved in order to provide the necessary information to the LOC.

Score Reporting

SCORES ARE REQUIRED TO BE REPORTED BY BOTH TEAMS ASAP AFTER COMPLETION OF THE MATCH – the process (explained below) is very simple and there are actually several ways to get it done. **Failure to report scores by the 2nd Monday following the date the game was played will subject both coaches to the possibility of losing their ASA pass until the score is reported.**

ALL SCORES NEED TO BE REPORTED – Unreported scores are NOT logged as 0-0 ties as this totally defeats the purpose of collecting accurate data about teams for appropriate flighting. We do NOT record 0-0 ties unless the teams played and actually didn't score any goals.

FORFEITS ARE RECORDED AS A 0-3 LOSS TO THE FORFEITING TEAM

HOW TO REPORT SCORES (this information is printed at the top of EVERY game sheet):

- **Method 1** – Call 904-758-0875 (you can do this from the sideline while waiting to get your player passes from the referee)
- **Method 2** – Log in to www.gotsport.com/m/scoring

With either method listed above, you'll need

- **an Event ID# (Fall 2018 is 68231)**
- **the Event PIN and (2424)**
- **your game number (listed on your game sheet)**

This truly couldn't be easier and the information is extremely important in order for the league to apply promotion/relegation rules and set up divisions for the next season correctly. Please help us help you and your teams by making this a priority following each game played.

Schedule Change Policy and Fines

PCJSL strongly discourages making any change to the schedule once it is "locked" (after everyone has had four to seven days to review and point out errors), but will allow such changes one time per team in each season as long as you recognize that your club will be fined for the change. For the Fall 2018 season, because of limited blackouts for U9-10 and U15-19 teams, these fines do not apply to teams in those age groups that need to reschedule a game due to attendance at a tournament as long as (1) the team provides proof of payment for tournament registration; and (2) the proof is provided no later than 14 days before the tournament's scheduled start date.

| PCJSL Schedule Change Fines | 1 st Violation | 2 nd Violation | Subsequent Violations |
|---|------------------------------|------------------------------|----------------------------|
| greater than 7 days | \$50 | \$100 | Double previous fine |
| less than 7 days and greater 24 Hrs. *** | \$100 | \$200 | Double previous fine |
| less than 24 Hrs. or failure to show for match *** | \$150 | \$250 | Double previous fine |

***In addition to the fines listed above, the canceling team's club will be charged for referee fees for games cancelled less than 1 week in advance. All Schedule Change fines are immediately due and payable and will be billed to your club on a monthly basis.

If your team chooses to change a scheduled game, you **MUST** follow each of these steps:

1. NOTIFY THE OPPOSING COACH. The league will not do this for you. Give that coach time to notify his/her team. Contact information can be found by contacting the Club president or registrar as noted on the web page, or contacting the Scheduling Coordinator at pcjsl.scheduler@gmail.com.
2. NOTIFY YOUR CLUB PRESIDENT or CLUB DIRECTOR OF COACHING.

Game Reschedule Policy

In fairness to all members of the league, a game that is not played on its originally scheduled date should be rescheduled. This should be done in cooperation with the team you were scheduled to play, using your club or your opponent's club to secure fields. The Cancelling team is responsible for contacting the opposing Team and finding a place, time and date where the game can be played. Games not rescheduled within the same game season are subject to a \$200 fine to the cancelling team.

NOTE: For purposes of rescheduling the cancelled match, **do not contact any PCJSL board member or assignor**. Instead, follow the directions below. Requests received by the Scheduling Coordinator without following these directions will not be honored.

As soon as the rescheduled date, time, and location have been confirmed by both coaches, one of the coaches must send an email to pcjsl.scheduler@gmail.com, copying the opposing coach, as well as pcjsl.vpcomp@gmail.com.

The email above must be received by the Scheduling Coordinator at least 7 (seven) days before the date you are rescheduling the match. Emails received less than seven days before the rescheduled match may not give referee assignors adequate time to obtain referees and you risk not having referees for the match.

Game Cards

The GotSoccer game card is the official document for all PCJSL games. All teams are required to bring TWO COPIES of the game card to the field – one for the referees and one for your opponent. Referees should not start a game unless both copies are completely filled out with players' names, numbers, etc. Failure to provide two copies of the game card will result in the game being recorded as a 3-0 win for the team that arrived with two game cards, regardless of the final score at the end of the match.

Be sure to indicate the number of loan players (players from another club with an appropriately executed Player Loan Form). If you have any questions concerning how many loan players can be used, please check the Loan Player Policy Rule below.

At the conclusion of the game, check the score before signing the card. When scores are posted incorrectly by a team, these cards are used to establish the final score. Make sure the correct score is attributed to the correct team. Also, if a red card has been given during the game, confirm that the right player is indicated on the card. The game card is consulted on any question about a game – the score, red cards, etc. Coaches and referees need to work together to make sure it is correct.

GotSoccer allows teams to print the Game Cards for their upcoming league games directly from their team pages.

- Teams login to their accounts at www.gotsport.com
- Click onto your league link displayed on the Main Menu page
- Click onto the Schedule tab.
- To print the game card the team must click on the Game Number.
- Remember to print TWO COPIES

Referees should send the game cards as soon as possible after the conclusion of the match. The preferred method is to scan, take a photo, or otherwise electronically capture the game card and email it to gamesheets@pcjisl.com. Otherwise, please mail BOTH copies of the game sheet to the following postal address: **PCJSL VP of Competition, P.O. Box 9, Vail, AZ 85641**

Player Check-In Procedure / Player Passes

It is mandatory to check all players for passes before the match. **No Pass – No Play – No Exceptions!** Referees will check all player passes against the team's roster and make a notation of which players are checked in on the GotSoccer game card. All passes must be from ASA and not from any other organization, including but not limited to AYSO and U.S. Club. A block is on the game card next to the player's number where the referee should check off players checked in.

Teams must have 7 players checked-in for U13 and older games, 6 players for U11/U12 games and 5 players checked-in for U10 and younger games no later than 15 minutes after scheduled start time. Failure to do so will result in the forfeiture of the game by the team that is short players.

It is mandatory that a responsible adult with a valid administrator pass be present at check-in or the game is terminated. The adult may be from another team, as long as he or she has a valid administrator pass and is **from the same club** as the team being checked in.

If a player is not present, it is recommended that the coach/team administrator remove that player's pass from the other passes before checking in the team. If a player arrives late, he or she must check in with the nearest assistant referee by giving his or her pass to the assistant referee. As soon as practical, after arrival of the late player, the referee will check to be sure the player's name is on the team's roster. This can be done effectively at halftime.

At the conclusion of the match, coaches/team administrators should pick up their player passes from the referee crew.

Loan Player Policy

1. A team's player passes are also club passes allowing players unlimited motion within their club in the spirit of player development.

Explanation: Players may play for other teams within their club without any paperwork or limitations other than following existing rules of play; i.e., players may not play in a younger age group and can only participate in two games on any one day.

2. During the Fall Season, no player from Arizona State League (ASL), Arizona Premier League (APL), Desert Premier League (DPL), or U.S. Youth Soccer National League (USYSNL) teams may be rostered on or loaned to a team playing in PCJSL. For the second half of PCJSL (winter/spring event), while we will accept U15-19 ASL, APL, DPL, or USYSNL teams as an entity, individual players from these leagues may only roster on loan to a U18 or older team.

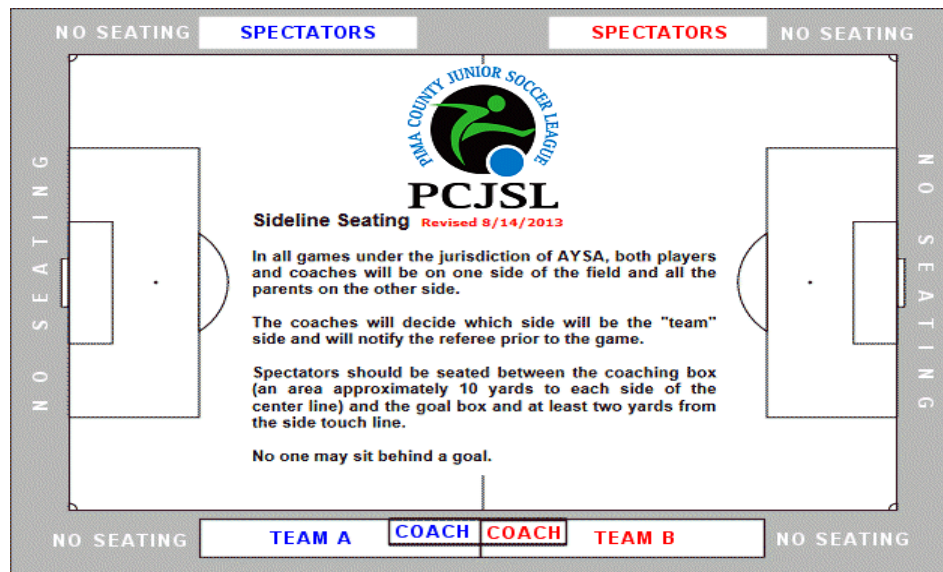
3. To play a PCJSL League game, a team must have a minimum of 5 players (U9-10), 6 players (u11-12) or 7 players (u13 and older) who are registered to their team or club on the game roster. Loan players from other clubs are allowed as follows: U9/U10 teams - 1 loan player; U11/U12 teams – 2 loan plays; U13 and above teams – 3 loan players.

Explanation: The Policies #1 and #2 above must be used within the guidelines of Policy #3, i.e., you could not play a game with only 4 or fewer team/club pass players (U9/U10), 5 or fewer team/club pass players (U11-12), or 6 or fewer team/club pass players (U13 and older) with the remainder of the roster coming from loan players.

4. No player registered to a team participating in ASL, APL, FWRL or USYSNL may play in a Pima County Junior Soccer League match (**except as allowed in #2 above**).

Sideline Seating

In all games under the jurisdiction of ASA, both players and coaches will be on one side of the field and all the parents on the other side. The coaches will decide which side will be the “team” side and will notify the referee prior to the game. Spectators should be seated between the coaching box (an area approximately 10 yards to each side of the center line) and the goal box and at least two yards from the side touch line. No one may sit behind a goal.



Uniforms

No hard casts allowed (see Player Safety below).

Players in PCJSL are prohibited from wearing uniforms with their name imprinted on them. Sponsor names can appear on a uniform unless the sponsor/product could be deemed detrimental to youth, i.e., a liquor or beer, a tobacco company, gambling, etc.

Uniforms should be identifiable as a “team” uniform. Referees will have final authority for accepting players in uniforms that are slightly different from the standard uniform of that team. All uniforms shall have a number and numbers will not be repeated on the field by players playing on the same team.

In cases of conflict as determined by the referee, the home team is responsible for providing a jersey of an alternate color. It is not the intent of the League to create a forfeit because of jersey conflicts. Pinnies, bibs, etc. may be used. It is strongly suggested that teams who do not have alternate jerseys have t-shirts in a color contrasting with their uniform jersey, pinnies, or

bibs available. However, in cases where the home team does not have an alternate jersey, but the opposing team does, it is expected that in the spirit of sportsmanship the opposing team will wear their alternate jersey.

Mercy Rule

For U9 games and above, after the completion of the first half of play, if there becomes a goal differential of eight (8) goals, the game/match will be halted, unless **both coaches** agree to continue playing the game. The leading team at that time will be declared the winner of the game/match. If there is not an 8 goal differential at half, then the intent is to stop the game when it reaches 8 during the second half. Again, if **both coaches** agree then the game can continue.

7v7 Game Rules (U9 and U10)

PCJSL U9/10 games are 7v7, including a goalkeeper, playing on age-appropriate fields. In U9/U10 games, there is a “build out” line equidistant from the top of the penalty area and the half way line. Some fields MAY NOT have this “build out” line marked, so referees, coaches and players will need to improvise at times. The purpose of the build out line is to allow the team taking a goal kick (or any goalkeeper delivery) to play the ball out before the opposing team can influence play and advance forward of the build out line. All opponents must retreat to the build out line during goalkeeper deliveries, including goal kicks, regardless of who takes the goal kick. Teammates of the goalkeeper need not retreat to the line. If the team wants to put the ball into play before the opposition retreats to the build out line, they may do so at their own risk.

Additionally, goalkeepers in U9/U10 games MAY NOT punt the ball, drop kick the ball, nor place the ball on the ground and kick it after they have controlled it with their hands. Instead, they must distribute the ball with their hands when controlling with their hands.

Furthermore, no heading is allowed by players in U9/U10 games. If a player deliberately heads the ball, the referee stops play and awards an indirect free kick (IDFK) to the opposing team.

One other exception to the U9/10 game is where “offside” should be enforced. The offside is NOT enforced on the halfway line but rather on the build out line. Thus, the build out line is treated like the halfway line on a regular field. All other rules conform to the Laws of the Game (LOTG).

Player Safety

No player will be allowed to play in a game with an injury which, in the opinion of the referee, can be aggravated by playing or which constitutes a danger to others.

No player wearing an orthopedic cast (hard cast) will be permitted to play.

No player will be permitted to wear anything in a game that could cause or aggravate injury to either that player or any other player.

No jewelry will be allowed except for medical or religious jewelry, which must be taped down to help prevent injury. **Earrings may not be worn, even if taped.**

Players must wear shin guards, completely covered by stockings and providing a reasonable degree of protection.

No youth player will be allowed to participate in more than two games per day.

Lightning – The referee will obtain the latest weather app on their phone associated with the occurrence of lightning or check the sideline to see who has such an app. SPARK is currently used extensively through *Weatherbug*. If lightning is within 10 miles, the referee will suspend the match and instruct all players to be removed from the field to an appropriate shelter for 30 minutes. An appropriate shelter is a completely enclosed building with solid walls or a vehicle with a hard roof. A ramada, tent, or other structure with open sides should never be used as shelter during a lightning storm. If lightning is still within 10 miles after 30 minutes, the referee will terminate the match.

Blood or Bleeding – Players bleeding from a wound or with blood on their uniform must be removed from play. The bleeding must be stopped and the open wound must be covered. If there is an excessive amount of blood on the uniform it must be changed before the player is allowed to reenter the match. If there is no replacement uniform and there is only a small amount of blood on the uniform, it must be cleaned to the satisfaction of the referee with an appropriate disinfectant.

Head Injury or Concussion – Head injuries and concussions have received increased emphasis in recent years. A concussion is a brain injury and all brain injuries are serious. They are caused by a bump, blow, or jolt to the head, or by a blow to another part of the body with the force transmitted to the head. They range from mild to severe and disrupt the way the brain normally works. Even though most concussions are mild, all concussions are potentially serious and may result in complications including prolonged brain damage and death if not recognized and managed properly. Even a “ding” or a bump on the head can be serious. You can’t see a

concussion and most sports concussions occur without loss of consciousness. Signs and symptoms of concussion may show up right after the injury or can take hours or days to fully appear. If a player reports any symptoms of concussion, or if the referee notices the symptoms or signs of a concussion in a player, they will STOP the game and have the player removed from the contest. Players who have demonstrated symptoms of a concussion, once removed, cannot reenter a match. After the match, the player's pass will be pulled until a return-to-play form has been completed by an MD or a DO.
(http://www.azyouthsoccer.org/member_admin/head_i/)

PCJSL “Respect the Game” Program

Starting with the 2014 season, PCJSL implemented a four-part program designed to accomplish the following:

1. Stop referee abuse by coaches and spectators
2. Improve officiating at PCJSL games by establishing a system by which coaches will evaluate the performance of referees after every game
3. Establish a field marshal presence at PCJSL venues to deal with on and off-the-field issues
4. Implement a strict code of conduct with severe penalties for abusive behavior

The program governs all matches played under PCJSL and includes the Pima Cup tournament played in the spring. The initiatives associated with this “Respect the Game” program require the support of all stakeholders – referees, coaches, club officials, parents, spectators, and players. The guiding principal of the program is something every reasonable person can agree on: A less hostile, more respectful, more positive playing environment that youth soccer players at all levels deserve and expect.

Program Cornerstones

#1 – Code of Conduct Form

All players and parents are required to read and sign a joint ASA/PCJSL Code of Conduct form. The Code of Conduct form specifically identifies behaviors that detract from or enhance the youth soccer experience. It delineates standards that PCJSL players and their parents must adhere to while attending, games, training, or participating in any event sanctioned by PCJSL.

#2 – “Rate-A-Ref” Program

All PCJSL head coaches in U-9 games and higher are required to complete an online referee evaluation following each game. There is a link on the PCJSL website home page labeled “Rate-A-Ref” that allows the coach to enter their game number and access the referee evaluation page for each of their games. Once a game is completed, the head coach will rate the center referee and have the option of providing additional feedback concerning the referee’s performance in that game and the performance of the remainder of the referee team. This feedback is critical to the improvement of referees and the referee administration relies heavily on this feedback to help mentor new referees and amend inconsistencies or problems within the referee ranks. Coaches who fail to complete their referee evaluation within two weeks of a game may have their coach’s pass pulled by the club registrar. Coaches with pulled passes are not eligible to participate again until they have completed all outstanding referee evaluations.

#3 – Fines and Suspensions for Coaches and Spectators

Coaches, parents, and other spectators who are issued a red card or are dismissed from a game are subject to a “three strikes” policy that culminates in fines and suspensions for repeated misconduct or abusive behavior. This initiative dealing with referee abuse is designed to severely punish coaches, team officials and spectators who act in an abusive manner toward the any member of the referee team, or conducts themselves outside the lines of acceptable behavior.

- **Penalty for the FIRST red card/dismissal:** After receiving the first red card/dismissal, the offending parent, spectator, or coach must watch an interactive training video regarding anger management and good behavior at games to be completed before being allowed to attend any future game.
- **Penalty for a SECOND red card/dismissal:** After receiving a second red card/dismissal during any 12-month period beginning with the first offense, the offending parent, spectator or coach will be fined \$250 to be paid to the league before being allowed to attend a future game.
- **Penalty for a THIRD red card/dismissal:** After receiving a third red card/dismissal during any 12-month period beginning with the first offense, the offending parent, spectator or coach will be fined \$500 to be paid to the league before being allowed to attend a future game. In addition, the third red card/dismissal incident will result in the offending party being barred from PCJSL games for at least 1 year from the date of the third red card/dismissal.

Referees will utilize the **“ASK, TELL, DISMISS”** protocol when dealing with disruptive sideline behavior. The referee may caution (yellow card) or dismiss (red card) a coach or team official for irresponsible behavior on the sideline. The referee will not issue a red card to a spectator but will have them removed from the game if their conduct warrants it. The coach of the team associated with the offending spectator will supply the name of the spectator to the referee when requested. If the offending team's coach fails to produce the name(s) in a reasonable time period he/she should be subject to a retroactive sending off unless it is determined the offending individual has no connection to his/her team.

If any offense by a coach, team official, or spectator is sufficiently egregious, the referee is under no obligation to issue a caution before sending off or dismissing the offender.

Any match abandoned due to sideline behavior will be a forfeit in favor of the non-offending team. The head coach of any team that is responsible for the abandonment of a match will be referred to D&R for an appropriate sanction based on the circumstances of the incident. The review by D&R is not based on the issuance of an ejection to the coach, but instead provides an opportunity for D&R to evaluate the efforts of the coach to resolve the problem prior to abandonment of the match in determining if a sanction is warranted.

#4 – Field Marshals at PCJSL Games

Designated trained field marshals will be deployed at PCJSL games to mitigate problems caused by unruly parents and to deal with distraught coaches and referees.

Field Marshals will be at selected venues and will wear a distinctive green shirt identifying them as PCJSL field marshals.

As representatives of PCJSL, field marshals have the following responsibilities:

1. They are charged with mitigating problems with unruly parents, supporters, coaches, and referees.
2. They may dismiss spectators whose behavior is wholly unacceptable and shall otherwise act in the best interest of the PCJSL.
3. They are encouraged to educate and inform participants of PCJSL standards of behavior.

In addition, signs are posted in both English and Spanish at all PCJSL venues that accentuate the positives of being a fan of the sport and more importantly, emphasize game-friendly sideline behavior.

PCJSL Discipline and Review Committee (D & R)

What do I do if my player, administrator or parent gets a red card?

1. The referee will complete a Misconduct Form online and retain the pass (for the player or administrator) and mail it to D&R at the address below. If your game is on a Saturday, the D&R Chairperson usually receives the player/administrator pass the middle of the following week.
2. If the violation is a “standard red card”, the number of games is determined by ASA guidelines. If the violation is not standard or there are extenuating circumstances, a sub-committee will determine the sanction.
3. The violation and sanction will be posted on the PCJSL website.
4. When a coach, assistant coach, administrator, spectator or player is given a suspension for a red card or ejection from the field, a **Suspension Fulfillment Form** (available at www.pcjsl.com under forms) must be completed and signed by the referees officiating at the game(s) where they are “sitting out.” Coaches, assistant coaches and administrators may not participate in any manner, including the use of cell phones. Suspensions for these individuals are GAME DAY suspensions and include ANY team with which the individual is involved. For example, a person receiving a “three game suspension” for an ejection while working with team A will be suspended from participating with ANY team until the suspension is served with team A. If team A has a bye week during the season, this could cause a coach to miss any number of games with other teams in addition to the three games with team A. Any person serving a red card should not sit in the immediate vicinity of the team and/or its spectators although they may be at the park. A team administrator is responsible for having the Suspension Fulfillment Form signed by the referees.
5. A player shall serve his/her game suspension(s) with the team to which they are officially rostered with ASA. If the player is multiple rostered, the suspension shall be served on his/her primary team. However, until the player’s pass is returned he/she may not participate with any other team and could potentially miss games with secondary teams until the suspension is fulfilled with the primary team.
6. Suspensions for coaches, assistant coaches, administrators and spectators are GAME DAY suspensions and include ANY team with which the individual is involved. For example, a person receiving a “three game suspension” for an ejection while participating with team A will be suspended from participating with ANY team until the suspension is served with team A. If team A has a bye-week during the season, this could cause a person to miss any number of games with other teams in addition to the three games with team A.
7. Suspensions will be served consecutively in the next regularly scheduled league matches.

8. Tournaments, except for Pima Cup, fall under the jurisdiction of that specific tournament and red card sanctions are not handled by PCJSL. If you are planning to play in a tournament, please contact the Chair for the temporary return of the pass to play in the tournament. ASA will determine the rules for President's Cup and State Cup.
9. To Fulfill Your Suspension, mail the completed form to:

**PCJSL D & R c/o Detlef Lange
4471 N Cerritos Drive
Tucson, AZ 85745-9557
(520) 419-4829
Forms can also be faxed to (520) 743-9967**

Include your mailing address so that the player/admin card may be returned in the mail to you. Please give enough time if you expect the timely return of the card in order for the person to participate at the next scheduled play date.

10. Red card suspensions not fully served within the season will carry over to the next season. It is the responsibility of the coach to make sure that the suspension is fulfilled and the completed fulfillment form is turned in. A suspended player who plays in a league game will be considered an ineligible/illegal player.

What if I want to protest the suspension?

1. Protests must be filed by an involved party. Protests cannot be filed by third parties.
2. All protests or grievances shall be submitted in writing to the Chairman of the Grievance Committee accompanied by a protest fee of \$50.00. Such protests shall be postmarked no later than ten (10) days after the action or game being protested occurred and shall be sent by first class mail, postage prepaid. In computing the time for submitting such protest or grievance, the date upon which the action or game occurred shall not be counted. Include all supporting documents with the original document of the protest.
3. An evicted individual cannot appeal that action unless the basis for the appeal is that the wrong individual was evicted.
4. Full details are available at www.pcjsl.com and www.azyouthsoccer.org

ASA Procedure for Red Card Service

Minimum Red Card Suspensions Standards Suspension Table

| Offense | Minimum Suspension |
|---|--|
| Second Caution | 1 Game |
| Foul or Abusive Language Directed at Someone Other Than a Match Official | 1 Game |
| Serious Foul Play – Denies a goal or an opponent a goal scoring opportunity by a free kick committed in a non-dangerous way (Example: Pulling a Jersey) | 1 Game |
| Serious Foul Play – Other Than Above | 2 Games |
| Violent Conduct | 3 Games |
| Foul or Abusive Language Directed at a Match Official | 3 Games |
| 2 nd Offense Violent Conduct or Serious Foul Play (Other Category) | 4 Games & Referred to ASA Disciplinary Committee |
| 3 rd Offense Violent Conduct or Serious Foul Play (Other Category) | 5 Games & Referred to ASA Disciplinary Committee |
| Pushing, Striking, or Spitting at a Match Official (A Match Official shall be defined as referee, assistant referee, referee assignor, referee administrator, tournament staff including volunteers, tournament director, or an ASA Board Member) | 3 Games & Referred to ASA Disciplinary Committee |
| Coaches and team administrators who are ejected from a match will be subjected to the minimum suspensions listed above plus ONE (1) game | Minimum + 1 Game |

Risk Management

Ultimately, coaches have the responsibility to reduce the risks of participation for athletes, spectators and families.

Every person who works directly with youth, including but not limited to team managers, team parents, coaches, assistant coaches, trainers, parents who help on a regular basis, etc. must be cleared through the ASA Risk Management Program. This is done through the ASA office in Phoenix. When your club registrar submits your name, he or she must submit your email address. You will then receive an email with a link. Click on this link to enter your data for the background check. You must complete all data fields and submit your form. You will then receive a response saying “your data has been updated.” At that time an Administrative Pass will be issued as proof of Risk Management clearance. Any club that is found to be allowing an adult to work with players without this clearance may be subject to a bad-standing hearing.

Simple rules keep players – and coaches – safe.

- As an adult, never be alone with a player. If you are working one-on-one with an individual player, work in sight of other adults.
 - Keep barriers in place. If you are texting or emailing, send group messages to the entire team, including parents. Don’t communicate with texts or emails on an individual basis.
 - Limit the use of adult-to-player communication through cell phones.
 - Adults involved in a team, club, league or association, should not “friend” players on social websites such as Facebook.
 - Have another adult at all practices. If you coach a team of the opposite sex, have an assistant coach, parent or manager of the same sex at all practices, games, etc.
- Players should NOT use the restrooms alone; they should use the ‘buddy’ system at all times, no matter what park, school or other location.
- Hydrate, hydrate and hydrate. Especially in our hot, dry climate.
- Athletes need to have the proper gear. For example, do baseball players practice with the wrong cleats? Are the shin guards the right size? Has all jewelry been removed?
- Always have a first aid kit nearby.
- Always have a charged cellphone nearby during practice to call 911.

Field Safety

- The field of play (pitch) should be checked before and after all practices. Are there holes, broken glass, or dangerous sprinkler heads?
- Check the goals before any practice or game. If the goals are not anchored, do not allow players in the goal area and notify the proper official. Check to make sure the top cross bar is secure. If it is made of two pieces, make sure they are bolted together.
- Go to www.cpsc.gov for instructions on how to properly anchor a goal. Call your field coordinator to pass on a message that the goal is unsafe; this should be called in to the organization that manages the field (example: Parks and Rec, TUSD, etc.).
- Never ask a player or players to help move a goal. Do not allow players or any other children to climb or play on goals. Kids die every year from a falling goal. Do not let that happen on your field.

Travel Safety

- Plan ahead – have all necessary paperwork, forms and passes.
- Make sure that all contact numbers for parents, guardians, administrators, etc. are kept current.
- Know who is responsible for every youth at all times.
- If players are staying together in their own rooms at a hotel, make sure they have adequate supervision and that there are enough adults to safely remove the players from the hotel in the event of an emergency.
- Practice hotel safety: use elevators, not stairs. Have a buddy system in place so no player is alone in a room or within a hotel. Instruct players to keep their doors shut and locked (not propped open for a friend) and to keep their room numbers private.
- Find out if your players have special dietary needs or allergies.

Protect Your Players and Yourself – Don't Lose Your Insurance Coverage

PROTECT YOUR INSURANCE STATUS. MAKE SURE THAT ANY SCRIMMAGES WITH UNAFFILIATED TEAMS ARE PRE-AUTHORIZED. As you prepare for the season, remember that if you are going to scrimmage or play an unaffiliated (not a member of PCJSL, ASA or US Youth Soccer) team, you must get permission from ASA/PCJSL first or your insurance coverage may be compromised. Please make sure that when you scrimmage, you are playing an affiliated team

so insurance coverage is not in question. If you have any question about the affiliation status of a team, please contact Pat Dunham at 520-440-5259.

Other resources:

US Youth Soccer Risk Management (Beyond Kidsafe):
<http://www.usyouthsoccer.org/assets/1/1/KIDSAFEfrompm65.pdf>

US Youth Soccer Risk Management, KidSafe booklet:
http://www.usyouthsoccer.org/assets/1/1/2010_kidsafe_brochure.pdf

Coaching Education

PCJSL believes that continuing coaching education is a key component of a successful coach. Coaches have a crucial role in the player development process. There are a number of courses and programs designed to reach coaches of all levels. The ultimate goal is to make the game better for all involved.

Please refer to the following links for details and if you have any questions concerning coaching education, you can contact PCJSL Director of Coaching Ricardo Hinds at PCJSL.DOC@gmail.com or 520-909-1465.

State Courses Schedule

http://www.azyouthsoccer.org/coaching/coaching_course_schedule/

- Youth Modules: Level I (U6-U8) and Level II (10-12) have been provided free of charge to PCJSL members.
- "F" License will be subsidized in full \$25 for those coaches within PCJSL.
- "E" License and "D" License Courses have been subsidized at ½ the cost by PCJSL for those coaches coaching within PCJSL

State Courses Descriptions

http://www.azyouthsoccer.org/odp/course_descriptions/

National Licenses Overview

<http://www.ussoccer.com/coaching-education>

National Courses Schedules

http://www.usyouthsoccer.org/events/?F_c=1224

<http://www.ussoccer.com/coaching-education/national-coaching-schools/national-course-schedule>

Sample Lessons Plans

http://www.usyouthsoccer.org/coaches/CoachConnect_LessonPlans/

Small-Sided Games Resources

<http://www.usyouthsoccer.org/coaches/SmallSidedGames/>

Coaching & Parents Resources

http://www.azyouthsoccer.org/coaching/coaching_resources/

Hosting a Course

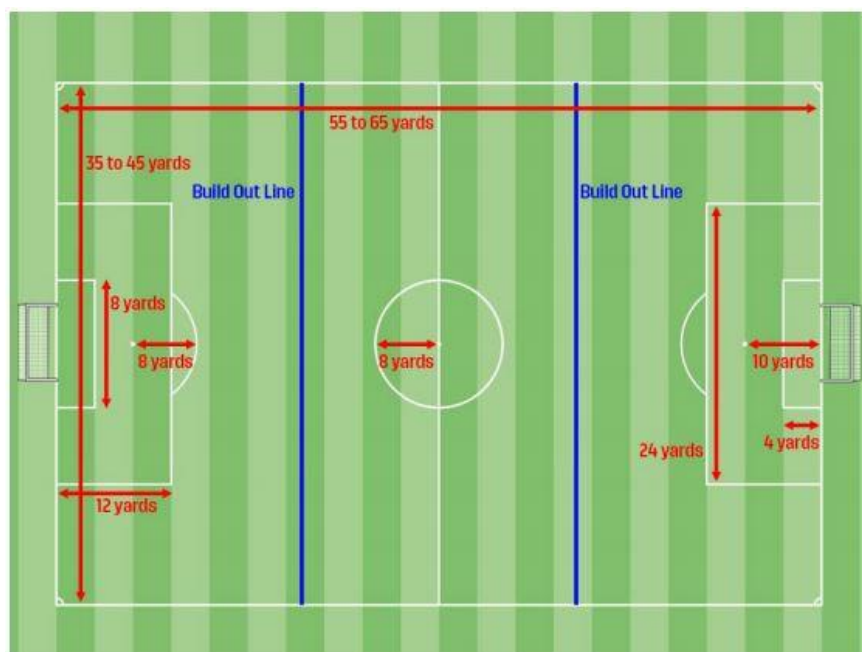
http://www.azyouthsoccer.org/coaching/hosting_a_course/

Field Information and Practice Allocation Policy

1. Field Density on each field shall be 25 players at all times.
2. All Clubs shall submit a field schedule each season, to include team names, age group and practice times.
3. The 8 to 10 PM time slot shall be used for the 15 to 19 year old players and should be "filled first." The 6 to 8 PM period M-Th shall be utilized for U14 and below.
4. Field Audits via the City, County and PCJSL will be conducted randomly. Any field use infractions will be sent to the D & R VP for resolution.
5. Please DO NOT practice on a wet saturated field. If a field is damaged from practicing on a saturated field, your Club will be responsible for field repairs. Also, please make an attempt to NOT wear through grass in front of the goals, rotating your location on the fields to avoid wearing through the grass.
6. Please text the field commissioner when you finish practice before 10pm so that he can turn lights off – 520.400.5823. You can also call the City after hours field line at 520.979.8106 to turn lights off ONLY. If using this line, you need to call before 9pm as the City closes this line at that time.

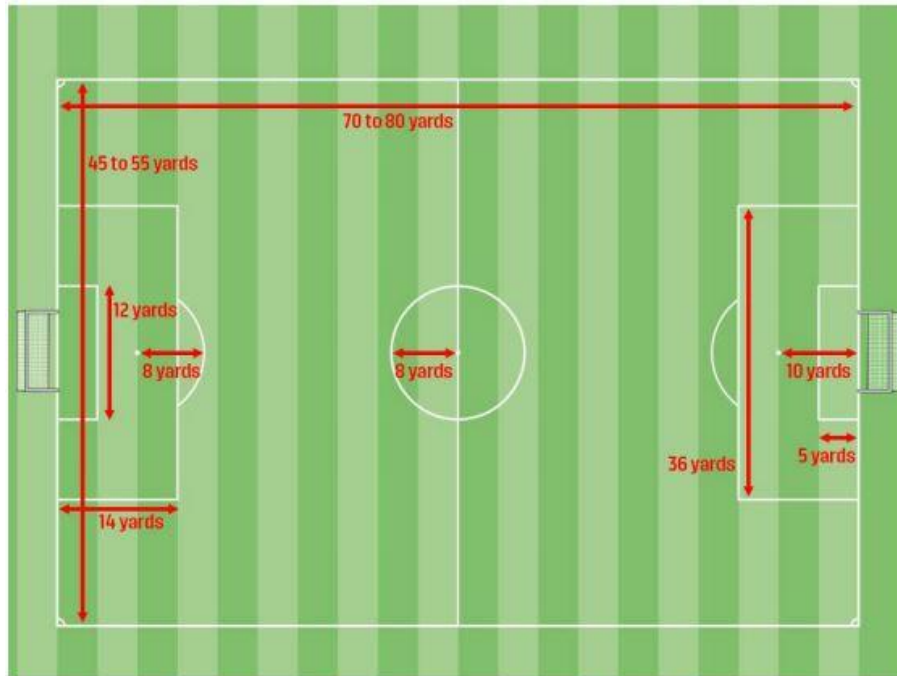
Small-Sided Games Chart

| | U6 6 years old and younger | U7 7 years old and younger | U8 8 years old and younger | U9 9 years old and younger | U10 10 years old and younger | U11 11 years old and younger | U12 12 years old and younger |
|--------------------------------|----------------------------------|----------------------------------|----------------------------------|----------------------------------|------------------------------------|------------------------------------|------------------------------------|
| Field Size (yards) | Length 25-35 Width 15-25 | Length 25-35 Width 15-25 | Length 25-35 Width 15-25 | Length 55-65 Width 35-45 | Length 55-65 Width 35-45 | Length 70-80 Width 45-55 | Length 70-80 Width 45-55 |
| Maximum Goal Size (feet) | Height 4 Width 6 | Height 4 Width 6 | Height 4 Width 6 | Height 6.5 Width 18.5 | Height 6.5 Width 18.5 | Height 7 Width 21 | Height 7 Width 21 |
| Ball Size | 3 | 3 | 3 | 4 | 4 | 4 | 4 |
| Players | 4v4 No GK | 4v4 No GK | 4v4 No GK | 7v7 | 7v7 | 9v9 | 9v9 |
| Game Time (minutes) | 4x10 | 4x10 | 4x10 | 2x25 | 2x25 | 2x30 | 2x30 |
| Offside | No | No | No | Yes | Yes | Yes | Yes |



7v7 Playing Field

Build out lines should be equidistant between the penalty area line and halfway line



9v9 Playing Field

U.S. SOCCER CONCUSSION GUIDELINES

PCJSL follows the ASA guidelines on Concussions. The ASA Head Injury protocol conforms with the USYS Concussion Procedure and Protocol Policy. Accordingly, the ASA Concussion Return to Play Form is required prior to a player **returning** to play. The ASA Concussion Return to Play Form must be signed by an MD or a DO and then sent to the ASA main office in Phoenix. The ASA Concussion Return to Play Form can be found on ASA's website (http://www.azyouthsoccer.org/member_admin/head_i/).

Here is the link: <https://usys-assets.ae-admin.com/assets/979/15/AYSA%20-%20Concussion%20Return%20to%20Play08112015.pdf>

A main component of US Soccer's *Recognize to Recover* program is head injuries, including concussions. U.S. Soccer has taken a lead in education, research and rule changes to improve player safety for several years. For the most up-to-date guidelines please visit www.recognizetorecover.org.

U.S. Soccer Concussion Initiative 2016

In December 2015, U.S. Soccer unveiled [the U.S. Soccer Concussion Initiative](#) that provides information guidelines that have been implemented since January 2016.

The elements contained in the initiative are intended to give U.S. Soccer Organization Members, as well as players, parents, team/club staff and coaches and referees, guidance and direction when dealing with head injuries and potential head injuries during soccer participation.

Included in the U.S. Soccer Concussion Initiative are specific changes to rules on substitutions and heading for certain age groups. Those changes included:

- Modify substitution rules to allow players who may have suffered a concussion during games to be evaluated without penalty
- Eliminating heading for children 10 and under
 - Please note that U11 is listed in the U.S. Soccer Concussion Initiative document because U11 players can be 10 years old at the beginning of the season
- Limiting the amount of heading in practice for children between the ages of 11 and 13

CONCUSSION RETURN TO PLAY PROGRESSION B-R-A-I-N GUIDELINES

B – Bike - Light Aerobic Activity Phase - Goal is to increase your heartrate - 10-20 minutes in duration

R – Run - Moderate Aerobic Activity Phase - Goal is to return to a base level of fitness - Running or jogging for 20-30 minute

A – AGILITY - Sport Specific Activity - Goal is to return to soccer skills - Work on passing, shooting, footwork with a ball on a soccer field - Max 60 minutes of activity

I - In Another Color - Non-Contact Return to Practice - Goal is to return to a team setting without entering into contact activity - Allow for acclimation to being around others - Can be done in practice setting or with other athletes that understand restrictions - Important for all members of the team to understand player's limitations

N– No Restrictions - Goal is full return to practice with a medical clearance from a physician - Full return should be first done in a practice not a game

Note: This protocol is to be used as a general guideline for return to soccer. There should be a 24 hour period between each stage in which the athlete does not

have an increase in symptoms. If symptoms reoccur or increase, there should not be advancement to the next stage. This progression should be monitored by a medical professional, coach or parent.

CODE OF CONDUCT FOR SOCCER SPECTATORS

1. As spectators we will refrain from booing or yelling at officials at any time during a match because we are aware of the following:

- a. Such behavior on our part sets a poor example of sportsmanship.
- b. Such behavior reflects negatively on our community, our team, our players and us.
- c. Most youth soccer officials have had limited experience and formal training and do the best job they can, given these limitations.
- d. Most soccer officials make correct calls even though we sometimes see the incident otherwise.
- e. If officials do make incorrect calls during a match, the following circumstances usually apply:
 - i. The number of poor calls usually balances out for both teams.
 - ii. No one is perfect.
 - iii. The officials don't have the same observation point afforded the spectators sitting in the bleachers.
 - iv. An occasional incorrect call seldom affects the outcome of a match.
 - v. There are more effective channels for correcting poor officiating than verbal abuse during the match.
 - vi. We don't really know how difficult it is to officiate a soccer match until we've run on the 'pitch' in the official's 'boots.'

2. During a match we will refrain from yelling at players on either team because we are aware of the following:

- a. They are young people, not soccer professionals, who, due to limited playing experience and great enthusiasm, may make mistakes.
- b. Encouragement and praise should be made in public; constructive criticism is best made in private.
- c. The coach is the best equipped to analyze and correct deficiencies in soccer skills. Our attempts to be helpful in this respect may only confuse the players.
- d. The golden rule applies. Treat other players with the courtesy, respect and consideration, which we want other supporters to show our own players.

3. At soccer matches we will refrain from being argumentative or using abusive language towards supporters of the players on the opposing team because we are aware of the following:

- a. Others are judging us on our actions and words. We will always strive to insure that the results of this judgment are a verdict of SPORTSMANSHIP.
- b. We will conduct ourselves in such a courteous and restrained manner that if called upon to do so, we could line up in front of the bleachers after the match and shake hands with each supporter of the opposing team in the same way players are expected to do after each match.

4. If our team loses, we will demonstrate our ability to cope with the loss in both deed and word, because we are aware of the following:

- a. In soccer, as in other aspects of life, it is not always possible to win no matter how supreme the effort.
- b. When victory eludes us, we must learn to accept it as graciously as we do our triumphs.
- c. It may be just possible that a loss is due to the fact that the opposing team played the match better than our team.
- d. Our players should learn from our reactions to a loss that:
 - i. We feel they played their best; which just wasn't good enough on this particular day.
 - ii. They should hold their heads up high; there is no shame attached to honest effort – win or lose.
 - iii. There is always something to learn from a loss.
 - iv. There is nothing gained from brooding; players should be encouraged to put the match behind them and look forward to the next opportunity to play.
 - v. Seeking scapegoats, such as 'biased officials', 'poor turf', or 'poor performance by one or two teammates' is not a mature or healthy reaction to the loss. Such a crutch prevents acceptance of reality.

5. Whether away from or at the field, our words and actions should convey a philosophy of soccer which includes:

- a. The real purpose of soccer competition is to have FUN, to be able to participate to improve skills, to learn sportsmanship, to develop a sense of responsibility and self-discipline, to develop a group loyalty and comradeship, to learn to compete within established rules, to accept decisions of authorized officials, to seek interpretation or change through proper channels and to develop sound minds and bodies.