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Recreation Soccer Handbook

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Vision & Affiliations

The CSC Recreation Program promotes a culture of personal growth and love for the game of soccer. The most important aspect of this program is that children come first. Youth recreation players will learn and develop the fundamental skills of soccer in an environment that focuses on having fun! We accept all different skill levels and ages into this program and we encourage youth recreation players to grow personally as they enjoy the game of soccer! Culpeper Soccer Club (CSC) adheres to the rules, mandates, and policies of the United States Soccer Federation (USSF), United States Youth Soccer Association (USYSA), United States Club Soccer (USCS), the Virginia Youth Soccer Association (VYSA), all affiliated leagues, and the bylaws of the Culpeper Soccer Club.

Security Standards

VYSA and Culpeper Soccer Club mandate that a criminal background check be performed on all Technical Staff, Coaches, Assistant Coaches, and any other adults that have direct contact with players. A background check will be electronically submitted by all individuals in any of these positions to VYSA. All coaches must also complete the online Abuse Prevention Training mandated by VYSA.

CSC Recreation Program Staff & Oversight

The CSC Technical Staff will oversee the Recreation Program and its participants to ensure that the mission and the required compliance with governing bodies are maintained at all times. The Culpeper Soccer Club Board of Directors will provide supervisory oversight as needed in accordance with CSC policies and bylaws. The Culpeper Soccer Club Technical Staff are responsible for all program operations and for determining the strategic direction of the Recreation Program.

The Vice President of Recreation acts in a supervisory role relating to the Recreation Program, ensuring adherence to governing bodies and club policies. He/She will attend county meetings if a staff member cannot attend, assist in the investigation of any complaints involving Recreation teams, players, coaches, managers, parents, guardians, spectators, or officials, and communicate any pertinent information directly to coaches, managers, teams, and parents in coordination with the Technical Staff.

CSC Recreation Coaches are expected to attend all games and practices, participate in all preseason meetings conducted by the Technical Staff, know and follow the laws of the game and the regulations of the respective facility, teach players to compete according to the laws, and set a proper example of behavior following the Code of Conduct. Coaches are expected to respect officials and the opposing team, while demonstrating high standards of sportsmanship during the game, and at the conclusion of a game.

Recreation Coach Information

General Information

- Lines of Communication —> Office Manager (Registration/Admin) —> Technical Staff (Soccer Specific).
- Practice Resources —> Team Central —> Coach Resources.
- If a goal is used at practice, it MUST be moved back to the center of the field following practice.
- Goals will be locked for practices if this policy is not followed.
- Game-Days —> Move Goals into Place (1st Game) —> Move Goals to Center of Field (Last Game).
- The most important part of coaching youth soccer is that the kids have FUN!

Game-Day Conduct

- The Recreation Program is entirely centered on FUN and teaching kids the game.
- Every player should play at least 50% of the game unless injured or feeling unwell.
- *New* In older, COED age groups (U14 & High School), at least 3 female players must be on the field at all times to encourage fair-play and equal playing opportunities.
- Refs must be treated with Respect and Kindness. Yelling at or arguing with referees is NOT allowed. The referee's call is final.
- If there is an issue or inconsistency with refereeing during a game, the situation should be discussed with CSC staff.
- Rec Coaches should not engage directly with referees if there is an issue with how the game was called. Concerns should be communicated with CSC staff.
- Rec Coaches should inform their teams that there is to be no arguing with referees.
- There is zero emphasis on running up a score and embarrassing another team in the CSC Rec Program.
- If a team is up by 3 goals, that team is in control of the game, and should take measures to avoid running the score up.
- If a team is in firm control of the game, the strongest players on that team could be moved to defense, the team could practice linking 20 passes together, the team could remove some players from the field, or players could work on their less dominant foot (i.e., using left foot only to make passes and dribble).
- Coaches should inspire their teams to show good sportsmanship by encouraging their players to be respectful to the other team at all times.
- If a coach or team is ignoring the guidelines in place regarding running up the score, the game-day coordinator and staff should be notified immediately.

Age Group Information

- U4 & U6 - <https://www.culpepersc.org/Default.aspx?tabid=1182848>
- U8 & U10 - <https://www.culpepersc.org/Default.aspx?tabid=1182849>
- U12 & U14 - <https://www.culpepersc.org/Default.aspx?tabid=1182850>
- U16 & U18 - <https://www.culpepersc.org/Default.aspx?tabid=1182851>
- U8 Coaches: Coaches may be on the field but out of the way. No goal tending. No offside rule in effect at this age group. Referee may permit a player to re-throw in a ball.

- U10 Coaches: No heading or slide tackling in this age group. U10 Retreat Line. Please make sure your team is behind the retreat line during goal kicks and rolling the ball out. Show players before the game starts where the retreat line is located.
- U12 Coaches: No heading or slide tackling in this age group. This is a U11/U12 age group.

Field Day

- Move remaining goals to fields.
- Repair any damaged nets with zip ties/fasteners.
- Empty trash cans.
- Remove any trash in parking lot after moving goals out of summer storage spots.
- Stack any remaining goals that are not in use neatly at the sheds.

Registration Process

Registration can be completed at www.CulpeperSC.org. Detailed information about uniforms, season schedules, age groups, volunteer roles, and more can be found on the CSC website. Registrants can request practice days during registration, but coach requests and team requests are not guaranteed. CSC staff works to accommodate requests made at registration, but this is dependent on competitive balance in the Recreation Program, available field space, and more. Refunds are not offered if players do not receive the coach or team that is requested at registration. Please see the "Recreation Program Fees" portion of this handbook for all applicable refund policies.

Team Responsibilities

Team

A team includes coaches, players, and their parents. Teams will follow the rules and regulations of CSC and the governing affiliations.

Any Recreation team participating with Culpeper Soccer Club is subject to the policies of the Recreation Program, not an individual, coach, or parents. CSC staff delegates the authority to manage teams to coaches.

Player

It is a player's responsibility to

- Know the laws of the game and abide by them,
- Respect officials and refrain from addressing officials or commenting on their decisions,
- Respect the coaches and players of the opposing team and demonstrate an appropriate gesture of sportsmanship during the game and at the conclusion of a game,
- Avoid abusive language, profanity, humiliating remarks, gestures of poor sportsmanship, or physical assaults on other players,
- Follow the rules and regulations of the facility where they play and respect the property of others, and
- Arrive to practice and games at the designated times set by the coach or trainer.

Parent/Guardian

It is a parent/guardian's responsibility to

- Provide information regarding child's medical needs or allergies in writing to the coach,
- Ensure the player arrives on time and in proper practice attire or uniform for all practices and games,
- Behave, as a spectator, in a courteous and sportsmanlike manner and set a positive example for the players,
- Respect the laws of the game, the officials, and the rules and regulations of the facility, and
- Show good sportsmanship during the game and at the end of the game regardless of the outcome and ensure that their children and guests follow this code.

Disciplinary Rules and Procedures

All Recreation teams, coaches, referees, players, team officials, parents and guardians, spectators, and officials are expected to conduct themselves at all times in accordance with the highest governing affiliations. The Technical Staff and Board of Directors may take disciplinary action against anyone related to the Recreation Program who fails to abide by the Laws of the Game, Recreation Soccer Policies and Procedures, Culpeper Soccer Club Bylaws, league rules, or any other applicable rules of competition, without regard to whether any other sanctions have been or may be imposed by any other league or association. Possible sanctions, determined in closed session and enforced immediately, include, but are not limited to, oral warning/reprimand, written warning/reprimand, and suspension from participation, ban from participation (expulsion), and monetary fines. Factors defining sanctions include age and skill of the player involved, nature of the alleged incident, conduct of adult involved, potential harm to the Culpeper Soccer Club Recreation Program as a result of the incident, any prior incidents involving the same parties, and cooperation of the parties involved and their efforts to ensure that similar incidents do not occur in the future. All Recreation teams and their officials, players, and parents/guardians are required to assist the Technical Staff and Board of Directors in the investigation of any disciplinary matter and to promptly comply with any sanction imposed.

The chain of Communication and Authority shall be:

- 1) Team Coach
- 2) Technical Staff
- 3) Board of Directors

No player, spectator, parent or guardian, or team official may employ the aid of any lawyer or court of law of any state or of the United States without first exhausting all available remedies within the CSC chain of communication and its chain of authority, otherwise he/she may be subject to sanctions and fines, may be liable to Culpeper Soccer Club, and may be responsible for reimbursement of all expenses incurred by Culpeper Soccer Club, and their officials, employees, representatives and agents as a result of the offending party's actions, including without limitation all attorney fees, court costs, travel expenses, and reasonable compensation for time spent by them in the action, including responses to discovery and court appearances.

Playing Up Policy

All requests for a player to play in an older age group than his/her birth year dictates, according to the policy of US Soccer, must be submitted in writing to CSC Staff. The decision to permit players to "play up" is only allowed in circumstances when the player needs more challenging competition and "playing up" would assist the player's development.

Uniforms/Equipment

Gameday uniforms consist of a Home (Black) or Away (Grey) jersey, black shorts, black socks, shin-guards, and soccer cleats. Recreation players should wear athletic clothing, soccer cleats, shin-guards, and soccer socks at practices. Advertising or club sponsors may be placed on game jerseys at the discretion of Technical Staff and the Board of Directors.

Recreation Program Fees

Information on Recreation Fees can be found on the CSC website. All fees must be paid at the time of registration. Registrations that are left unpaid will be subject to removal from the system, and players without completed payment will not be rostered to teams. Parents or guardians can complete registration and payment online at www.CulpeperSC.org or payment can be mailed to:

Culpeper Soccer Club
P.O. Box 1105
Culpeper, VA 22701

Once a player has an accepted and completed registration and payment, no full or partial refunds will be offered, with the following two exceptions:

- 1) A player moves out of the defined area. The defined area is considered 50 miles or further from the Town of Culpeper.
- 2) A player receives an injury that will prevent play for more than 8 weeks. A physician must document injuries, and Technical Staff must review documentation. In these cases, a partial refund may be given upon written or email request.

Refunds will be prorated at the time of the written request, and will be based on weeks remaining in seasonal play. The potential refund would be effective on the date that the written request is received. NO refunds will be issued for reasons of injury without a written or emailed request, accompanied by physician documentation. Proof of relocation is required to process a relocation player refund. All refund requests should be sent to the CSC Office Manager.

Rescheduling Games

When a game is postponed due to field closure or weather conditions, CSC staff will work to notify all teams in a timely manner. On game days, staff works to notify club members of field closures by 7:00 am.

Financial Assistance

Culpeper Soccer Club allocates a portion of its program fees each year for financial assistance. Parents/guardians may request a partial scholarship or may set up a payment plan if a full payment at the time of registration presents financial difficulties. A scholarship request and/or payment plan form must be submitted in order to be eligible for assistance/consideration. Please email the CSC Office Manager with scholarship requests.

Proof of need may be required depending on number of applicants. Requests can be mailed, emailed, or hand delivered.

Recipients of scholarship funds are required to provide volunteer hours to the Culpeper Soccer Club. Volunteer hours required for partial scholarships will be pro-rated according to the amount of scholarship granted. If volunteer hours are not completed, scholarship recipients may forfeit any future financial assistance. Accounts will also not be considered in good standing until all volunteer hours are completed.

Inclement Weather Policy & Field Closures

Culpeper Soccer Club may cancel games and practices if the field conditions, weather conditions, or other circumstances create an unsafe environment or could cause significant damage to playing surfaces. The Culpeper County Parks and Recreation Department also may decide that the fields at various Culpeper Soccer Club locations are unsafe and make the decision to close the fields. No player refunds will be processed for weather cancellations, field closures, or other circumstances that create an unsafe environment for players to participate in soccer activities.

In the event of lightning, Culpeper Soccer Club will follow the Parks and Recreation Department's policy:

"All spectators and players must vacate the fields immediately when lightning is spotted. Spectators and players may return to the fields 30 minutes after the last sighting of lightning. Spectators and players should go immediately to their cars. No one should remain on the field or in the parking lot during a lightning storm."

In the event that games or practices are cancelled, CSC will notify parents and players. For individual team practices, parents should contact their coaches if they are concerned about a cancellation. Please remember that rain does not necessarily mean that games and practices are cancelled. Games and practices may continue as scheduled if the threat of lightning and/or thunder has passed.

Policy Updates

Culpeper Soccer Club reserves the right to update club policies at the discretion of the Technical Staff and Board of Directors, in accordance with all governing bodies and affiliations.