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Collinsville Area Soccer Association (CASA) 2017 General Guidelines for Coaches/Volunteers

These guidelines are intended as a resource to guide responses to specific situations, and to inform coaches of the conduct expected of them. It does not address all the rules and regulations of the CASA recreational soccer league. Instead, it is a basic guide for participating members of the organization.

CASA Philosophy

The primary goal of the CASA recreational soccer program is for players to have fun within a learning/teaching environment, in a safe manner. The recreational program is not about winning; it is about teaching, so that children have fun, learn to love the game of soccer, and to become as skilled a soccer player as possible. Even-sided teams provide each player more opportunities for contact with the ball. Each child should play at least one half of every game he/she attends.

Coach Guidelines

- A coach shall be responsible for his/her own conduct, as well as that of all other coaches, players and parents associated with the team while a game is in progress. A field marshal or referee is authorized to ask parents who are disrupting a game by their actions to leave the vicinity of the field.
- All coaches shall ensure that their team has the highest regard for good sportsmanship and respect for game officials.
- Every team (coach, assistant coach, manager or parent representative) will have at least one email address for announcements and communication from CASA. The team representative with the email will be responsible to provide the information to their team members and parents.
- Any coach who uses players not on his/her official CASA roster will automatically forfeit the game. The following will occur if a coach is found to have used a non-rostered player:
 - First Offense: One game suspension
 - Second Offense: Will NOT be allowed to coach in any CASA program

Coach Responsibilities

- Treat each player, opposing coach, official, parent, board member, field marshal, referee and administrator with respect and dignity.
- Do his/her best to learn the fundamental skills, teaching and evaluation techniques and strategies of soccer.
- Become familiar with the rules of soccer and with CASA guidelines.
- Become familiar with the objectives of CASA. Strive to achieve these objectives and communicate them to players and their parents. Support CASA Board decisions.
- Uphold the authority of referees who are assigned, and assist them in every way to conduct fair and impartial refereeing of games.
- Learn the strengths and weaknesses of players, to place them in situations where they have the maximum opportunity to achieve success.
- Conduct practices and games so that all players have an opportunity to improve their skill level through active participation.
- Allow each player to play half of the game regardless of his/her skill level or the number of practices/games attended.
- Communicate to players and their parents their rights and responsibilities.
- Cooperate with CASA in the enforcement of rules, guidelines and regulations; report any irregularities that violate sound competitive practices.
- Protect the health and safety of players by insisting that all of the activities under their control are conducted for their psychological and physiological welfare, rather than for the vicarious interests of adults.
- Do not recruit players from other teams during the season or off-season.

Coaching is a great responsibility, but also a great privilege. Coaches who do not demonstrate concern for the well-being of the players, referees, other coaches or any participants may be subject to discipline by the CASA Board. Disciplinary action may include a reprimand, temporary suspension, or permanent suspension from the league if warranted by the coach's actions.

Participant Responsibilities

Parents, players, spectators and coaches have responsibilities to keep our all-volunteer soccer program a fun sport for all. With this in mind, please observe the following:

- Cheer positively for the things you like and encourage your team. Have fun!
- Never put down the other team or any of the players on either team.
- Please leave any sideline coaching to the coach. Spectators frequently yell instructions to the players; these instructions often contradict those of the coach and only confuse the players.
- Our referees are not professionals. While their decisions may not always be agreeable to all participants and spectators, they are final. No useful purpose is served by shouting disagreement

or derogatory remarks. Referees can caution players (showing a yellow card) and dismiss players from the game (showing a red card) for misconduct. Every year we have many new referees and coaches. Each is performing a difficult job, and mistakes inevitably occur. Heckling the referees or the coaches is totally unwarranted. Serious problems involving coaches or referees should be brought to the attention of the CASA Board, in writing, within seven (7) days of the incident.

- Respect the sponsors that have generously donated to the CASA Program.
- For the safety of all, spectators must stand at least two (2) yards from the sideline. No one is allowed behind the goal or within 18 yards of the goal line on either side of the field. Coaches and referees are asked to enforce this condition.
- Smoking, pets and alcoholic beverages are NOT allowed at games or practices.
- **No jewelry of any kind shall be worn while playing soccer. (The only exceptions are medical and religious bracelets and pendants. These may be worn but must be securely taped to the body.)**
- **All jerseys must be tucked in and shin guards must be worn at all times. For safety, cleats with a front toe cleat are not allowed. NO metal cleats.**

Bill of Rights for Young Athletes

The CASA Board of Directors supports the following Bill of Rights for Young Athletes. Children have the right to participate in soccer:

- With qualified adult leadership
- Regardless of how many practices or games he/she is able to attend
- Regardless of what other commitments he/she may have in other organized school or personal activities
- Regardless of his/her skill level
- As a child and not as an adult
- With some leadership and decision-making opportunities
- In a safe environment
- With good preparation for soccer
- With opportunities to experience improvement and success
- By playing at least half of each game
- And be treated with dignity
- And have fun with soccer

Communication

All issues and concerns can be presented to the board via email (at the CASA website: www.collinsvillesoccer.org). If your issue or concern requires board action or review, you can contact the board and make arrangements to be heard at the monthly CASA Board Meeting.

Volunteerism

The CASA organization exists so that players and parents can share in the experience and the rewards gained from playing organized soccer. Paramount among these are having fun, learning good sportsmanship, understanding the game, individual skill development and developing teamwork concepts. Your individual participation is needed and appreciated. The CASA Program has no paid employees. The program exists solely because of the many, many volunteer hours generously contributed by the membership. If there have been occasions in which you felt something was lacking in the program, or you had a disappointing experience, it can almost always be traced back to an insufficient number of volunteer hours for an organization of our size.

Discipline Policy

Each coach has an obligation to the children on his or her team to enforce safe and respectful behavior. Discipline for inappropriate behavior may range from additional physical activity (e.g. running laps, etc.) to removal from the practice or games, depending on the severity of the behavior or its repetitive nature.

Executive Authority

The CASA Board of Directors reserves the right to take whatever future actions may be necessary for the best interest of the program. Such actions could include, but are not limited to, changing the team policies and guidelines, disciplinary action against a coach, player or parent, removal of a team from competition or completely disbanding a team. All CASA Board decisions are final.



SAMPLE* Game Structures by Division *SAMPLE

Division	Players	Ball Size	Game Time	Game Structure
Tots				
Tots	3v3	3	12 minutes	Quarters
Girls				
Mites	5v5	3	12 minutes	Quarters
Jr. Peewee	7v7	3	12 minutes	Quarters
Sr. Peewee	7v7	3	12 minutes	Quarters
Jr. Atom	8v8	4	30 minutes	Halves
Sr. Atom	8v8	4	30 minutes	Halves
Jr. Bantam	10v10	4	30 minutes	Halves
Sr. Bantam	10v10	4	30 minutes	Halves
Midgets	11v11	5	30 minutes	Halves
Boys				
Mites	6v6	3	12 minutes	Quarters
Jr. Peewee	8v8	3	12 minutes	Quarters
Sr. Peewee	8v8	3	12 minutes	Quarters
Jr. Atom	10v10	4	30 minutes	Halves
Sr. Atom	10v10	4	30 minutes	Halves
Jr. Bantam	11v11	4	30 minutes	Halves
Sr. Bantam	11v11	4	30 minutes	Halves
Midgets	11v11	5	30 minutes	Halves

Note: Number of players is an *estimate* and may change as the rosters/schedules are reviewed. Coaches will be notified of final numbers for the 2017 season as soon as they are available.



Team Information

Team Name _____

Coach:
(Name) _____

(Phone) _____

(Email) _____

Asst. Coach: _____ (Name)
_____ (Phone)
_____ (Email)

Game Days

Please arrive 20-30 minutes before scheduled game time for the players to warm up and attend the team meeting.

Please be considerate of your coach and other teammates and notify the coach as soon as possible if your child will miss a game.

Team Practices

Please attend all scheduled practices. To play as a team, we have to practice as a team. Notify your coach of any scheduling conflicts as soon as possible. Practices are as follows:

Days: _____

Time (s): _____
(subject to change as the season progresses and days grow shorter)

Location: _____

Weather Policy: - Check the CASA website: www.collinsvillesoccer.org
- The coach(es) may also call/email/text updates as soon as information is available

Philosophy & Objectives

- To have fun while learning soccer fundamentals and teamwork in a safe environment.
- To hustle, be enthusiastic and do our best.
- Our children's success will be measured by the above and by our improvement, not by wins and losses.
- Ask your child to set at least one (1) goal to accomplish during the season; encourage them to achieve it.

Medical Conditions

Please inform your child's coach immediately of any medical conditions your child may have, particularly asthma and significant allergies (foods, bee stings, etc.). We want to be sure your child is not placed in any situation that would be detrimental to his/her health. Ensure your child has any medical equipment (inhalers, epi-pen, etc.) present at every event.

Concussions

CASA follows the IYSA (Illinois Youth Soccer Association) guidelines regarding concussions. Please see the IYSA website for further information:

<http://www.illinoisyouthsoccer.org/scripts/runisa.dll?M2:gp::73722+L2/+E+132>.

Don't risk your child's future by allowing them to return to action too soon after suffering a concussion.

What Is A Concussion?

A concussion is a brain injury that:

- Is caused by a bump or blow to the head
- Can change the way your brain normally works
- Can occur during the practices or games in any sport
- Can happen even if you haven't been knocked out
- Can be serious even if you've just been "dinged"

What are the symptoms of a concussion?

- Headache or pressure in the head
- Nausea or vomiting
- Balance problems or dizziness
- Double or blurry vision

Volunteers

Volunteers are encouraged - not only for the team but also for the association itself. Please notify the board if you would like to help in any way.

Equipment

- All players must wear proper shin guards to every practice and every game. Hard surfaces of shin guards must be covered with socks. (Coaches will check.)
- Team shirts must be tucked in, and black soccer shorts are required.
- No shoes with front cleats may be worn (i.e., no baseball or football shoes if they have a front cleat, unless you cut it off). Only rubber cleats are allowed; metal cleats are not allowed. (Coaches will check.)
- No jewelry, metal devices, or hazardous equipment may be worn. (Casts can be allowed if they are padded and the referee approves them before the game).
- Each player should bring his/her own drink in a plastic container to games and practices.
- Each player should have a stitched ball of proper size. We will use a Size _____ ball. (Soccer balls come in 3 different sizes: 3, 4 and 5. The ball size is shown on the ball. A shiny, waterproof surface is preferred for durability.)
 - o **Tots, Mites, Pee wee** teams will use a **Size 3** ball
 - o **Atoms, Bantams** will use a **Size 4** ball
 - o **Midgets** will use a **Size 5** ball

Code of Conduct

Players:

Behavior Rules

- Everyone must follow all directions given by the coach and assistant coach. Coaches will not ask anything of your child that they would not ask of their own.
- Everyone must hustle, do their best and have fun.
- When coaches, referees and parent volunteers talk, you must be still and listen.
- Be a good sport whether we win or lose (this includes parents).
- Cursing and name-calling are absolutely not allowed.
- Disruptive or disrespectful behavior will not be tolerated by the league or the coaching staff.
- If someone is hurt, please inform one of the coaches. Players on the field are expected to take a knee while the injured player receives assistance. If a teammate close to you is injured, please help them and alert the coaches and referee to the injury.

Safety Rules

- Keep your hands to yourself at all times.
- Do not kick the ball in the air unless your coach or assistant coach tells you it is okay.
- Dangerous behavior will not be tolerated.

Parents:

- Positive encouragement is ALWAYS EXPECTED; negative comments are unacceptable. Please consider that it is the coach's responsibility to answer to the league for any negative actions or comments by anyone associated with the team.
- Always remember that this is for fun and it is all about our children.
- Cheering is good, but do not yell at your child or anyone else's child during the game. It can be distracting and what you tell them may be different from what the coaches are saying. If you have a concern or suggestion, please approach the coach or assistant coach, for the issue to be addressed.
- In keeping with a focus on sportsmanship, excessive celebration (flags, signs, etc.) is not allowed.
- Be careful not to say anything that might be taken the wrong way or hurt someone's feelings. Be a good role model and a good sport.
- Be respectful of the referees. It is the coach's responsibility to interact with the officials. No yelling at the referees or saying anything bad to or about the other team. Set an example of good sportsmanship.

Discipline Policy

Coaches have an obligation to your child and your child's teammates to enforce safe and respectful behavior. Any concerns should be brought to the attention of the board.

Coaches will generally observe the discipline policy outlined below:

1. The coach will talk to the child and explain the unacceptable behavior, asking them to stop.
2. If the inappropriate behavior persists, the coach will ask the child to do an appropriate physical activity (knee jumps, push-ups, etc.).
3. If the inappropriate behavior still persists, the coach will ask the child to go to the side line until they are ready to obey the rules. The coach will take them over to the side and privately explain to the child that they are disrupting practice (or doing something unsafe) and that it won't be tolerated. The child will be warned that if it happens again, they will sit out until their parents arrive to talk to them.
4. If the inappropriate behavior still persists, the coach will ask the child to sit on the side line until their parents arrive to talk to the coach.
5. If the inappropriate behavior is repeated at a future practice/game, or if the parents don't support the need for discipline, the parents will be asked to attend each practice/game so they are present to observe and enforce discipline, and the coach will file a written report with the league administrator.

More detailed information about the rules and guidelines at CASA can be found in the official rules.