



QUINCY UNITED SOCCER CLUB
Handbook

Introduction

This document outlines the expectations Quincy United Soccer Club has for its players, parents, and coaches. Quincy United Soccer Club develops soccer players with respect to their performance in the sport of soccer, as well as promoting excellence in character.

Mission Statement

The mission of Quincy United Soccer Club is to develop players in the areas of technical skills, game tactics, and character, through quality coaching, systematic training, and excellent competition in order to compete locally, regionally, and nationally.

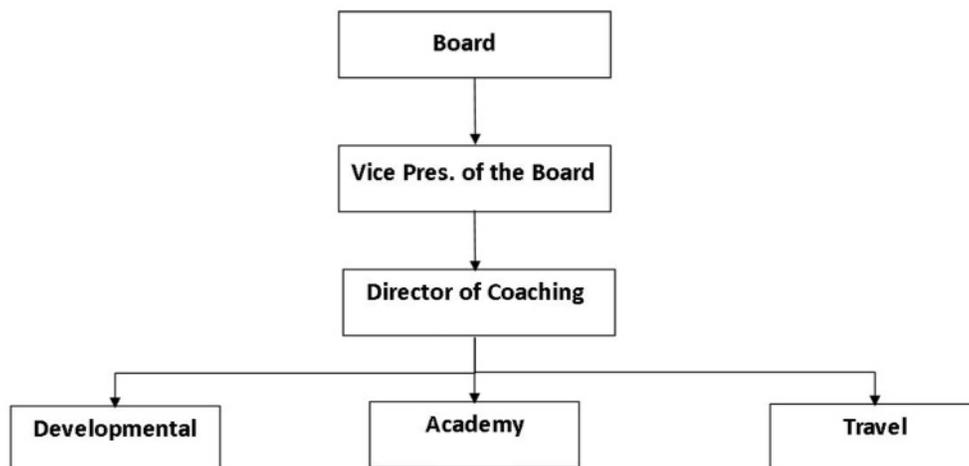
Philosophy of Quincy United Soccer Club

The ultimate goal of the Club is to develop players to prepare them for the next level, whether that means to move up a level in the Club or play in college. Players will be put in challenging environments that will test them at their own individual levels. Technical, tactical, and psychological aspects of the game will be focused on within the curriculum's structure.

Organizational Structure

QUINCY UNITED SOCCER CLUB

Organizational Flow Chart



Coaches

The coaching staff of Quincy United Soccer Club are qualified and licensed to coach at their respective levels. A full list of coaches and their credentials can be found at quincyunitedsoccer.org. All coaches may help out with any Quincy United Soccer Club team during games or training sessions.

Spring Season Commitment and Attendance

Each player is expected to attend every training session and game. If a player is unable to attend, he or she should contact his or her coach by phone or email at least 24 hours prior to the session or game. Please note that missed training sessions will result in reduced playing time. If there is a conflict with another sport, it is expected that the priority will be given to Quincy United Soccer Club training sessions or games. Permission is required from the Director of Coaching if a player wishes to attend any formal soccer activity outside of the Club during the spring season, including but not limited to, guest playing, attendance at camps or other training.

Training

During the fall and winter sessions travel teams train once per week. Training schedules are emailed in advance of each session. Players should wear Quincy United Soccer Club red training shirts, black shorts, and black socks to all sessions. Training with another Quincy United Soccer Club team is permitted, however prior permission from your coach and the other team's coach is required. We ask parents to respect the players and coaches' need to focus during training sessions by staying a good distance from the fields during all training sessions. When everyone follows these rules, the players enjoy an environment that is conducive to learning without excessive pressure and scrutiny by parents.

Communication

Communication will be primarily via email or through the website, quincyunitedsoccer.org. Players and parents should check email daily. All club and individual team information is distributed this way.

Player and Parent Consultations

Players are encouraged to keep an open line of communication with their coaches. If parents want to have a consultation with a coach, they need to set up a time with the coach. Please remember the **24-hour rule**. If the issue cannot be resolved, please contact Ryan Gottier, Director of Coaching, doc@quincyunitedsoccer.org, who will in turn address the problem or concern.

Inclement weather

Training sessions are only cancelled by individual coaches. The coach will contact team managers if severe weather is coming or the Park District closes the fields. Please check your email or the club website for updates.

Match Procedures

Players need to arrive 45 minutes prior to game time for all league and tournament matches. Team managers provide directions to away games.

Dress Code for All Games

Each player has two sets of uniforms. Players will be informed by their coach as to which uniform they will wear. Always bring both sets of uniforms to all games. Players will not be allowed to play unless they are appropriately dressed.

Spring Season Cost

The cost to participate with a Quincy United Soccer Club team varies depending on the year. Participation costs for Quincy United Soccer Club are evaluated and adjusted annually. All fees include in-season training, administration costs, league fees, tournament fees (which vary with number of tournaments and cost of tournaments), insurance, and coach stipends. Each player will be required to have the current uniform.

Player fees are due on December 31 prior to the spring season. If fees are not paid by this date, the player will lose his or her spot on the roster. In the event of financial hardship, families may submit a confidential, written letter to the Board requesting special terms. If special terms are granted, payment must be received according to the agreement or the player will lose his or her spot on the roster. If not paid by the next season's tryout date, the player will not be allowed to try out.

Refunds

Club membership fees and player deposits are not refundable. If a player leaves the Club before the season starts, the balance paid less the membership fee may be refunded. There will be no refunds once the season starts. Extenuating circumstances (family emergencies, relocation, injury) may be reviewed by the Board. The Club will not give refunds due to cancellation of tournament or league play.

The Role of Team Manager

Communication flows from the Club to the Team Manager. Managers pass that information to players and parents. Managers use email and the website to correspond with the team and keep all participants informed on a timely basis. The Team Manager is a volunteer and serves to help administrate the team. The Team Manager does not answer coaching questions.

The Role of the Parent

Parents are asked to stay a good distance from the fields during training sessions so that players and coaches can focus at those times. During games, parents are expected to be supportive of the team; however, there can be **no coaching by parents from the sideline**. Referees are not to be abused in any way. Coaches are not to be approached by parents at training sessions or games, either before or after, concerning players. We ask that parents and players follow the **24-hour rule**. Parents and players should not contact the coach for at least 24 hours after the event. This gives the parent or player time gain perspective regarding the incident that he or she wishes to discuss. After 24 hours, concerns should be discussed with the coach. If the issue cannot be resolved, parents may contact Ryan Gottier, Director of Coaching, at doc@quincyunitedsoccer.org. The coaching staff, administration, and players need the support of parents to make this a positive experience.

Conduct

Quincy United Soccer Club expects appropriate, mature behavior from coaches, parents, and players at all times, both on and off the field. Respect should be shown to all players, coaches, and officials, and members of the opposing team. Observance of state and federal laws is required. Failure to comply with Quincy United Soccer Club policies may result in suspension or expulsion from Quincy United Soccer Club.

Players, coaches, and parents must sign a Code of Conduct Agreement prior to the beginning of each year.

Club Seasons

Players are not expected to participate in Quincy United Soccer Club year round, but players will benefit greatly by following the Club's recommended training.

The fall season begins in August and runs through early November. Participation is not mandatory.

Indoor training (held between fall and winter seasons) is a very important part of the Quincy United Soccer Club's development process. The focus will normally be on small-sided games and technical work. All players are encouraged to participate in the indoor sessions, yet it is not mandatory. Indoor training is conducted from November until March.

The spring season starts in early March and runs through early June for most age groups. Participation is mandatory.

Pre-season Parent Meeting

At the beginning of the fall and spring seasons, each coach meets with his or her players and parents to outline the upcoming season and answer any questions.

Playing Time

Playing time for players in competitive groups will be at the coach's discretion. A coach may request players from the Academy pools. Rostering and guest play are permitted within the Club.

Tournaments

Based on years of research and partnerships with other clubs, Quincy United Soccer Club has put together a tournament schedule for the spring season. If a coach wants his team to participate in an event that is not on the schedule he must consult with the Director of Coaching.

Tournament Housing

Quincy United Soccer Club arranges accommodations for spring tournaments. Parents should make every effort to utilize the hotel blocks that have been reserved. Many tournaments now utilize a booking service and parents must use that service to participate in the tournament.

Quincy United Soccer Club participants and families must respect hotel property and hotel policies. No running or horseplay is permitted. No cleats will be worn, and no balls will be used in the hotel. Quincy United Soccer Club families recognize that they represent the Club, the city of Quincy, and the game of soccer.

Tournament Procedures

On the evening prior to a tournament, players should eat a balanced meal with plenty of complex carbohydrates. Good examples include pasta and potatoes. Avoid fast food and fried food. Drink plenty of juice and water. Do not drink soda. Make sure that players get to bed at a reasonable hour so that they are adequately rested. Players should be awake approximately three hours prior to game time. This allows the mind and body to get going. Players should eat a good breakfast of mainly fruits and grains. Drink water and juice or sports drinks--no soda. Arrive at the field 45 minutes prior to game time.

Between Games: Take off your shoes, socks, and shin guards. Do not go barefooted. Wear sandals if possible. Put on a dry t-shirt. Eat lightly. Make sure you drink plenty of water and sports drinks. Get out of the sun and heat. **If you can go inside, do so.** Stay in the shade. Stay off your feet. Do not run around.

Guest Playing

Quincy United Soccer Club only allows players to be carded with the Club. If a player would like to guest play for another Quincy United Soccer Club team or another club, he or she must first have approval. Players interested in doing so must contact the team coach so he or she can get permission from the Director of Coaching. Incoming guest players from other clubs must be approved by the Director of Coaching. Playing on another team cannot interfere with Quincy United Soccer Club activities.

Tryouts

Tryouts are mandatory for all players, and are held annually, the third week of June. There is one tryout session per age group and all players must attend. Players must try out for their age and gender appropriate team. If a player is going to be moved up to play at an older level, it will be determined by the Director of Coaching. Results will be conveyed via the website approximately two weeks after the tryout session.

If a player cannot attend the tryout date, a written letter or email must be submitted to the coach, Director of Coaching, and the Board to request an exemption. All requests must be submitted by June 1. If approved, the coach and the Board can use past history of the player to roster the player. A decision will be made taking into consideration, but not limited to, current talent, history with the Club, past missed tryouts, and participation.

Quincy United Soccer Club reserves the right to add or change the policies set forth in this document.

Coaches' Code of Conduct Agreement

Soccer can be a spirited social and athletic event that unifies communities. It can also play an important role in promoting not only physical development in children, but emotional development too. Quincy United Soccer Club strives to promote a positive soccer experience for all of the children and adults who are involved. In promoting a positive soccer experience, and as a requirement to participate as a member in Quincy United Soccer Club, all players, parents and coaches will be required to sign the Quincy United Code of Conduct.

To clarify expectations of coach conduct, Quincy United Soccer Club expects all coaches to conform to the following standards:

- Know the official rules of soccer, of the league, and of tournaments
- Before, during and after the game, coaches should be an example of dignity, patience and positive spirit.
- Before a game, coaches should introduce themselves to opposing coaches and to the referee.
- During the game, coaches are responsible for the sportsmanship of their players. If one of the players is disrespectful, irresponsible or overly aggressive, the player should be taken out of the game at least long enough for him/her to regain composure.
- During the game, coaches are also responsible for the conduct of the parents of their players and the conduct of spectators rooting for their team. It is imperative to explain acceptable player and parent behavior in a preseason meeting to ensure that they exhibit maturity and sportsmanship at all times.
- Encourage parents to applaud and cheer for good plays by either team. Discourage anyone from yelling at players and the referee.
- Respect the coaches and players of the opposing team before, during, and after the game.
- Racial slurs are unacceptable and prohibited at all times by players, parents, and coaches.
- Take the appropriate steps in a timely fashion to minimize running up the score in games you clearly dominate.
- Remember to promote the concept that soccer is a game. The players and coaches on the other team are opponents; they are not enemies.
- During the game, do not address the referee at all. If there is an issue, discuss it with the referee calmly and patiently after the game.
- If there is a major complaint, or if the referee was unfair, biased, unfit or incompetent, report it to the League on the referee evaluation forms and through the appropriate Quincy United Soccer Club channels. Follow up with the league representative if necessary.
- After the game, thank the referee and ask the players to do the same.
- Teach each player, especially through personal example, to be humble and generous in victory, and proud and courteous in defeat.

By accepting an assignment to coach a team with Quincy United Soccer Club, each coach agrees to abide by the above expectations and the adopted Code of Conduct. Coaching with Quincy United Soccer Club is a privilege and not a right. Coaches who are unable to follow the expectations described above will be disciplined in accordance with Quincy United Soccer Club Code of Conduct. Periodically, a board member or the Director of Coaching may observe any game and any coach, with the purpose of providing an independent evaluation regarding adherence to Quincy United Soccer Club's Code of Conduct. In general, any concerns about a specific Quincy United coach's conduct during the season should be directed to the Director of Coaching of Quincy United Soccer.

I have read, understand, and agree to the terms set forth in the above Code of Conduct.

Name _____ Date _____

Players' Code of Conduct Agreement

Soccer can be a spirited social and athletic event that unifies communities. It can also play an important role in promoting not only physical development in children, but emotional development too. Quincy United Soccer Club strives to promote a positive soccer experience for all of the children and adults who are involved. In promoting a positive soccer experience, and as a requirement to participate as a member in Quincy United Soccer Club, all players, parents and coaches will be required to sign the Quincy United Code of Conduct.

Every player is expected to:

- Know and respect the rules of soccer, and abide by them at all times, including rules and regulations of the respective league or tournament.
- Show respect and courtesy to coaches, spectators and opponents at all times.
- Respect the referees and refrain from addressing them or commenting on their decisions during or after the game.
- Maintain control of his/her emotions, avoiding the use of abusive or profane language, racial slurs, taunting or humiliating remarks, and/or gestures and physical assault upon another player at any time.
- Display sportsmanship at all times and at the conclusion of a game be humble and generous in victory, and proud and courteous in defeat.
- Remember that soccer is a game, and treat players and coaches on other teams as opponents, not enemies.
- Demonstrate a willingness to make every effort to attend all team functions, including but not limited to practices, games, and tournaments. Demonstrate open communication to all coaches and team members when scheduling conflicts should arise.

Players who are unable to follow the expectations described above and the adopted Quincy United Code of Conduct will be disciplined. Sanctions may include suspension or expulsion from Quincy United Soccer Club.

I have read, understand, and agree to the terms set forth in the above Code of Conduct.

Name _____ Date _____

Parents' Code of Conduct Agreement

Soccer can be a spirited social and athletic event that unifies communities. It can also play an important role in promoting not only physical development in children, but emotional development too. Quincy United Soccer Club strives to promote a positive soccer experience for all of the children and adults who are involved. In promoting a positive soccer experience, and as a requirement to participate as a member in Quincy United Soccer Club, all players, parents and coaches will be required to sign the Quincy United Code of Conduct.

The parents' role is one of support to the players and coaches. Parents should not engage in "coaching" from the sidelines, criticizing players, coaches or game officials, or trying to influence the makeup of the team at any time.

Every parent is expected to:

- Learn and respect the rules of soccer, and the rules of the league and tournaments.
- Show respect and courtesy to game officials, coaches, and players at all times.
- Respect the game officials and refrain from questioning their decisions or from addressing them in a loud, disrespectful, or abusive manner.
- Cheer for your child's team in a positive manner, refraining at all times from making negative, racial or abusive remarks about the opposing team. Maintain control of your emotions and avoid actions, language, and/or gestures that may be interpreted as hostile and humiliating.
- Demonstrate appropriate gestures of sportsmanship at the conclusion of a game, win or lose.
- Teach and practice good sportsmanship and fair play by personally demonstrating commitment to these virtues.
- Promote the concept that soccer is a game, and that players and coaches on other teams are opponents, not enemies.
- Make every effort to have your child attend team functions, including, but not limited to, practices, games, and tournaments. Demonstrate open communication to all coaches and applicable team members when scheduling conflicts should arise.

Parents should be aware that coaches can be suspended as a result of the parents' behavior. Parents who are unable to follow the expectations described above and the adopted Quincy United Soccer Club Code of Conduct will be disciplined. As a note, this disciplinary action may mean that your child is not permitted to play as a result of your behavior.

I have read, understand, and agree to the terms set forth in the above Code of Conduct.

Name _____ Date _____