

## **Referee Procedures – Scituate Soccer Club Proposed 4/30/2015**

### **Gameofficials.net**

Scituate Soccer Club, and all member towns in the Coastal League, use the on-line software, gameofficials.net, to manage referee information, assign games, and pay referees.

A referee who wishes to officiate games in Scituate, must contact the assignor for gameofficials.net set-up instructions, including the access code.

Referees must provide an email address that he/she will check daily during the season for assignments and updates. Email is the primarily contact medium.

Referees have the option to also work in the member towns of Coastal Youth Soccer League.

### **Availability**

Each referee is required to enter the date(s) and time(s) that he/she is available and interested in officiating in gameofficials.net. Keep the availability calendar updated. At least weekly, review and make any needed changes.

### **My Games: Accepting (Rejecting) Games**

When a game is assigned, an email alert will be sent. Within 24 hours, accept or reject the game. Because referees are able to state their availability, it is expected that assigned games will be accepted. If it is not possible for the referee to work the assignment, he/she must reject the game as soon as possible., and enter a reason for the rejection. Repeated rejections may affect future assignments.

**After Games** - The center referee is required to submit the game report within 24 hours on the Gameofficials website. If the crew listed on the game is not the crew that did the game click “crew change” AND state who subbed in for who. Please be as detailed as possible when submitting game reports.

**Incident Reports** - are separate from the match reports. These must be submitted for cautions, ejections, serious injuries, abandoned matches, or any other very notable situation. They are found opposite the game number in the “After Games” tab.

**My Payments** –Enter payment information. The simplest form of payment to select is direct deposit. If you decide to use a check gameofficials will deduct \$3 from each check. Once you fill out your preferences you are NOT done. When the payment gets posted to your account you will have to select “request funds” each time you wish a check to be mailed. SSC will make payments minimally 2 times per season, and strive for bi-weekly payments.

## General Information

Age	Game Length	# of Players	Ball Size	Req'd Distance	PK Mark	Min. # of players
<b>U10</b>	2 x 30 min	7 vs 7	4	8 yards	10 yards	N/A
<b>U12</b>	2 x 30 min	8 vs 8	4	8 yards	10 yards	6
<b>U14</b>	2 x 35 min	11 vs 11	5	10 yards	12 yards	7
<b>U16</b>	2 x 40 min	11 vs 11	5	10 yards	12 yards	7
<b>U18/19</b>	2 x 40 min	11 vs 11	5	10 yards	12 yards	7

\*Required distance refers to how far away opponents need to be from free kicks

All Coaches and spectators are to remain at least 3 feet back from the touch lines.

Coaches must remain on their team's half of the field (do not cross center line into area where other team's bench is).

No spectators are allowed to sit behind the goal line for U12 and above games.

Spectators must sit on the opposite side of the field from the players.

Only players allowed by the referee are to enter the field at any time.

If a coach wishes to enter the field to assist an injured player, he or she must wait to be called onto the field by the referee. Failure to comply may result in ejection (red card).

## Prior to Game

Prepare uniform and all equipment in advance. Refer to massref.net as a resource for uniform and equipment requirements.

**Referee Equipment** - It is expected that you will have all of your referee equipment regardless of your position. Note: cell phones do NOT count as a means of keeping time.

Scituate follows the USSF recommendation that the gold shirt is the color worn, unless it conflicts with the team's jersey color. In that case, a black shirt is worn. All members of the referee wear the same color shirt. The referee team may choose to wear an alternate color if all members of the team agree and have the alternate color shirt.

Professional dress is shown below:



If the weather is inclement, a referee may wear black undergarments (never a hooded garment), gloves, or a soft hat (no brim). In very cold weather, black sweatpants may be worn. The referee shirt must be the top layer.

**Unacceptable Dress Includes** (but is not limited to)- mid-calves socks, non-black undergarments, striped shorts, shirts not tucked, and jewelry.

**Arrive at field at least 20 minutes prior to the scheduled kick-off.** For U8 & U10 games, arrive 15 minutes prior to the scheduled kick-off.

Check the field and goals. Walk the field, taking note of things like the lines, any holes, puddles, or other conditions that may affect the players and/or the play.

If the corner flags are not greater than 5 feet tall, ask the home coach to remove them.

Give the goals a push to check them. Each goal must be secured with 2 very heavy sand bags. The sand bags must be on the goal itself, not on the net. If extra sand bags are available, they may be used to hold the net. **Do not start a game unless 2 sand bags are securing each goal.** This is a very important safety requirement and is non-negotiable. If 2 sand bags are not securing each goal, alert one or both coaches to the issue and ask the coach(es) to find adequate sand bags. If sand bags can not be found, immediately contact your assignor. **Do not start a game unless 2 sand bags are securing each goal.**

### **Player Check-in**

Ask the coach to have the team line up.

Check that each player is wearing shin guards and soccer socks covering the entire shin guard.

No jewelry of any kind is allowed. The only exception is a medical alert bracelet or necklace that is taped to the skin. Earrings must be removed. Earrings are not allowed to be taped or to have a bandage place over them. Hard barrettes, head bands, or beads are not allowed.

Hard casts are not allowed, even if covered in bubble wrap. Braces with hard surfaces are not allowed. Soft casts or braces are allowed, if the referee deems them not a danger to the player wearing the device or any other player.

Check the shoes by asking each player to lift up the front of their footwear: sneakers or cleats are allowed, providing the cleats are not metal and do not have a toe cleat.



### **Example of Forbidden Footwear**

If players are expected after check-in, the late player must present him/herself to the referee or assistant referee for inspection prior to entering the game.

### **Travel Games (U12 and older)**

**Rosters** - are **required** (2 copies) for all teams, regardless of age or division. Make sure they are signed by the coach and the registrar. Handwritten names are not allowed.

Passcards and rosters not available at the start of a game do not preclude the game from being played. Teams have until the completion of the game to submit these documents. If not submitted in time, the referee creates an incident report and a game report on GameOfficials as soon as possible and informs their assignor.

**Passcards** - are **required** for MTOC-eligible (Divisions 1 and 2) for U12 and up (this includes coaches). They are **not** required for Division 3 teams, typically team #3 and higher. Note: all passcards must be laminated with a picture from the **start** of the season, there is no grace period.

In the event a rostered coach is not present, the adult taking charge of the team must present a valid Driver's License to the referee prior to the game. The referee should record the name, telephone number, and address of the adult and report it in their Game Report. If you have any questions, ask the

coach if the team needs passcards and enter the information in the agme report.

**Captains Meeting** - should be held a few minutes prior to kick-off. The away team calls the toss and the winner decides which side they would like to attack, the other team gets the ball first.

## **During Play:**

**Substitutions** - may be made prior to a kick-off, goal kick, throw-in, or during an injury time-out, with the referee's permission. A team may only substitute on their own throw-in or if the opponent is substituting as well. Substitutions are unlimited on injuries. Note: if play is stopped for an injury, that player must be substituted unless he/she is the goalkeeper.

A player wishing to enter the field of play as a substitute must stand at the center line, 2 feet back from the touchline, waiting for the referee to call him or her onto the field. No substitution is allowed from the bench area.

Unlimited substitutions are allowed.

**NOTE: For U8 and U10 in-town games, substitution is allowed for either team at a throw-in.**

**Heading: Mass Youth Soccer has banned heading in games for all U8 and U10 games. The ruling also means that heading is banned in Coastal's U12 games.** If you as the referee decide that the player deliberately heads or attempts to head the ball, award an indirect free kick where the infringement occurred. If the head ball occurs within the goal area, then the indirect free kick will be taken on the goal area line parallel to the goal line at the point nearest to where the infringement occurred. If you as the referee determine that the player did not deliberately head the ball or attempt to head the ball, then play shall continue.

**Distribution by the Goal Keeper for U10/U12** - The goal keeper may not directly distribute the ball into the opponents PENALTY AREA for U12 and other half of the field for U10. Directly means in the air, without having touched anyone else on the field. This can be thrown, punted, or taken from a goal kick (including defenders). The proper restart is an indirect free kick from wherever the ball went over the mid-field line (for both U10/U12).

**Halted Play** - In the event of lightning and/or thunderstorms, the game shall be stopped for the duration of the storm; from the time that thunder is first heard until 30 minutes after it is last heard. All persons must vacate the field and find safe haven, such as inside a vehicle. No person shall remain on the field. After 30 minutes of stoppage, the referee may decide to abandon the game. Re-starts are solely the referee's decision. If the game cannot be re-started, indicate the score and time remaining when play was stopped in the referee report.

**Cautioned Players** - must be substituted out before play resumes. They may substitute back in at the next legal opportunity.

**Ejected Players** - must leave the field complex (out of sight and sound) before the game may resume. When dealing with young players, the coach must decide if there is a responsible adult who can escort them out of the complex. When there is no responsible adult available, the player may remain in the technical area and any further misconduct will result in the head coach being sanctioned.

**Misconduct by Team Officials** - that warrants an ejection must have a red card shown. This is to ensure clarity of the call being made. If a referee feels that ejecting a coach will lead the game into further disrepute, the game may be abandoned, and a report filed stating the circumstances.

## **ZERO Tolerance Policy**

Coastal Youth Soccer League states that no one is to address the referee during the game, with the exception of providing the referee critical information (ex. injured player). The zero tolerance policy can be viewed on-line at [www.coastalyouthsoccer.org/](http://www.coastalyouthsoccer.org/).

It is recommend that referees be firm in following the policy for their own good and for the good of future referees. Below is a rough template to use when dealing with coaches.

<b>Occurence</b>	<b>Penalty</b>
<b>1st infraction</b>	Ignore
<b>2nd infraction</b>	Verbal Warning
<b>3rd infraction</b>	Caution

#### **4th infraction** Ejection

This is assuming that the infractions are not very serious. Depending on the severity of the infraction the referee may go straight to a caution or ejection. When dealing with spectators it is the responsibility of the coach to keep them under control not the referee's. If a spectator becomes a problem, stop the game and ask a coach to remove them from the field before the game continues. If the spectator does not stop, tell the coach that you may abandon the match if he can not make him stop. If the coach is unable to control the spectator, abandon the match

Include all occurrences of coach/spectator misconduct in your report.

The Coastal League has enacted this policy to protect you the referee.

Please help us by enforcing it. Your assignor, Scituate Soccer Club, and Coastal Youth Soccer League will support you, the referee.

#### **After the game:**

The referee team returns to the center line and observes the teams shaking hands. The referee is still in command of the field and may card a player or coach for any warranted action.

For U12 and above games, the referee will complete one copy of each roster and give the opposing team coach the completed roster of the opposing team and return all passcards, with the exception of any player or coach that was red carded. Immediately contact the assignor for any issues. The referee retains a copy of each roster for use in completing the game report.

As soon as possible, but within 24 hours, the center referee must complete the game report, and any other required incident report, on [gameofficials.net](http://gameofficials.net).