



## **COACH HANDBOOK**

Updated: June 2022

**NOTICE – Please read the manual carefully, sign the last page confirming you have read and understand the provisions outlined in the handbook and return that page to your Division Coordinator**

**MOORPARK AYSO  
Section 10, Area E, Region 363  
Samuel Thomas – Regional Commissioner**

**[www.moorparkayso.org](http://www.moorparkayso.org)**



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**I. AYSO's Vision Statement:**

***“To provide world class youth soccer programs,  
that enrich children’s lives.”***

**AYSO's Mission Statement:**

***“To develop and deliver quality youth soccer programs,  
which promote a fun, family environment,  
based on our philosophies.”***

## **II. Our Philosophies**

AYSO's philosophies are living tenets that separate it from other sports organizations. They are Everyone Plays®, Balanced Teams, Open Registration, Positive Coaching, Good Sportsmanship and Player Development.

### **Everyone Plays®**

Our program's goal is for kids to play soccer so we mandate that every player on every team must play at least 50% of every game. It's no fun to spend the game on the bench...and that's no way to learn soccer!

### **Balanced Teams**

Each year we form new teams as evenly balanced as possible because it's more fun and a better learning experience when teams of similar ability play. It allows for each player to gain the experience of a wide variety of teammates of different skill levels.

### **Open Registration**

Our program is open to all children between 4 and 19 years of age who want to register and play soccer. Interest and enthusiasm are the only criteria for playing. There are no elimination try-outs and nobody gets cut.

### **Positive Coaching**

Encouragement of player effort provides for greater enjoyment for the players and leads to better-skilled and better-motivated players. A coach can be one of the most influential people in a child's life, so AYSO requires they create a positive experience for every boy and girl.

### **Good Sportsmanship**

We strive to create a positive environment based on mutual respect rather than a win-at-all-costs attitude, and our program is designed to instill good sportsmanship in every facet of AYSO.

### **Player Development**

We believe that all players should be able to develop their soccer skills and knowledge to the best of their abilities, both individually and as members of a team, in order to maximize their enjoyment of the game.

### III. League Rules

A. No yelling at the Referees, Coaches, Players, or anyone else

B. No dogs or pets of any kind are allowed at the fields except for registered service dogs

Team personnel (Head Coach, Assistant Coach, and Team Manager) need to remind their parents not to bring any pets to any area rented by AYSO for practice, games, or any other sanctioned event. Please do not wait for a Regional Board member or field monitors to approach your parents and ask them to take their pet home. If dogs or pets are present, the owner(s) and pet(s) will be sent from the AYSO rented space. It is the team personnel's duty to police practices and matches and to make sure parents on the team are aware of this rule.

In California, Civil Code Section 3342 states the owner of any dog is liable for the damages suffered by any person who is bitten by the dog while in a public place or lawfully in a private place, including the property of the owner of the dog, regardless of the former viciousness of the dog or the owner's knowledge of such viciousness.

Non-compliance with this rule may result in forfeiture of the match for the team of the player whose family or friend violates the rule. Repeated offenses will result in the removal of the player from the program.

C. No tobacco or alcohol of any kind is allowed on the playing fields

D. No poor sportsmanship or fighting – set an example for the children

E. No personal vehicles, scooters, motorbikes or golf carts are allowed on the fields at any time. Only AYSO golf carts/vehicles are permitted on the fields. AYSO carts will be used solely at the discretion of the Regional Board Members

### IV. Calendar of Events

Visit [www.moorparkayso.org](http://www.moorparkayso.org) for the latest calendar and game schedules

## V. General Information

### A. Practices

All practices must be conducted under the direct supervision of a 2022 registered volunteer who is at least 18 years of age and is an AYSO certified and age appropriately trained coach. If coaching players of the opposite sex, the coach must have another adult of the opposite sex present at all times during practices and games in accordance with AYSO's Safe Haven and Child Protection Guidelines. In other words, if a male is coaching a boy's team, there is no reason to require another adult to be present; however, if a male is coaching a girl's team, there needs to be a female adult present, and vice versa.

Coaches must have signed medical release forms at all practices and matches. The medical release forms must bear the original or digital signatures of your players' parent/legal guardian.

Practice space at Arroyo Vista Community Park can be limited, due to several teams practicing at the same time. If field availability is limited, a coach, assistant coach, or team parent may claim a practice area on a first-come, first-served basis. A representative of the team's personnel must stay at the field until the entire team arrives and departs.

A "practice area" is defined as one-half of a full-size division appropriate field for from 3:30pm – 5:00pm and one quarter of a field from 5:00pm until dusk. Teams may not claim an entire playing field for their practice unless otherwise approved by the Division Coordinator for a planned scrimmage.

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### B. Matches

#### 1. Setup

Teams playing the first match of the day are responsible to do the following:

Games at Arroyo Vista, U10 – U14 - Move the goals to the correct position on the field. Your match will not start until this is done and time may be deducted from your match until it is completed. Please make sure the front of the goal post is aligned with the field side edge of the goal line, and the goal is centered (equal distance between each goal post and the line marking the goal area).

Games at other locations – please comply with the requirements for the local region.

Teams and their supporters must be on opposite sides of the field. Home teams occupy the South or East side of the field, Visitors occupy the North or West side.

#### 2. Clear trash and hazards

The fields should be checked for trash, animal droppings and hazards. Bring any problems to the attention of the Board members at the field.

#### 3. Lineup Cards

Lineup cards are not kept for the non-competitive divisions (U5/U6/U7 and U8) but are required for the competitive divisions (U10 - U18). Line-up cards need to be filled out by the coach before each game and will be kept by the Assistant Referee or Referee during the match. Players' first and last names should be listed on the lineup cards in numerical order starting with the lowest jersey number. The field and match time should be noted on the card. The lineup card must be turned into the Referee prior to the start of the match. DO NOT fill out substitutions before the game, the referees will record what actually happens during the game.

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#### **4. Throughout The Day**

Do not let your players and parents litter the sidelines and the field. Clean up your touchline and leave the field in a better condition than you found it. Be sure to remove all personal belongings when you leave.

#### **5. Final Match of the Day**

The teams playing the final match of the day on a field are responsible for the following:

Games at Arroyo Vista, U10 – U14 – Lift the goalposts and make sure the goal is resting on the wheels, ready to be rolled away.

Games at other locations – please comply with the requirements of the local region

Bring any equipment problems to the attention of the Board members at the field. The fields should be cleared of trash. Any lost personal items, please bring to the administration tent.

#### **6. Match Times**

It is crucial that each match starts on time and ends on time. If your team is scheduled as the first match of the day on your field, your field crew must have the goals set up no later than 15 minutes before your start time. If your match is running late, your playing time will be reduced, so the next match after yours can start on time. Please be considerate of your fellow coaches and make sure you are ready to play at your scheduled time. In the non-competitive divisions (U5/U6/U7/U8), if a team can't field the minimum number of players pursuant to our guidelines, both coaches should divide the players present into two equal teams.

#### **7. Five Goal Rule**

Our goal is for every team to enjoy its experience playing in a competitive match and for all coaches to practice good sportsmanship. However, because the desire to score many goals sometimes threatens to compete against our philosophies, we have implemented the Five Goal Rule. No team should “run up the score”, and a team with greater than a five goal differential at the end of a game will be reviewed for possible discipline. A team's first offense will result in a warning. Subsequent offenses will subject the team to a three point penalty. Appeals will be considered at the discretion of the Regional Commissioner.

As a coach, there are many things that you can do to keep the game fun, competitive, and instructional for the kids. Some suggestions to comply with the Five Goal Rule:

- Rotate the positions played by your key players, putting the lesser skilled players at forward and providing the stronger players the opportunity to play different positions.
- Tell the kids they must make 10 passes before each shot on goal, providing them the opportunity to strengthen their passing skills.
- Have only one forward.
- Tell the kids they can only score with their “off” foot or off a header (if allowed in the division).
- Tell the kids they can only shoot from outside the penalty box.



## 8. ¾ Play Rule

Region 363 has a ¾ rule of play in all age divisions. Each player is required to play at least ¾ of every game. The exceptions are if the number of players on the team prevent a full ¾ rotation of players, injuries, arriving late to a game, and illness. If a player arrives after the start of a game the required playing time is reduced to (2) quarters. If they arrive to the game after halftime the required playing time is reduced to (1) quarter. For teams having too many players to sit every player out for just one quarter, the player(s) sitting out 2 quarters must be equally distributed through the season. For teams having too few players, the player(s) playing the whole game must be equally distributed through the season. This will be monitored by the administration, coaches not following these requirements will not be awarded playoff spots and may be subject to disciplinary action(s) and or/removal as coach of a team. Please note that in the case of substitution for injury, the player of record is the player who started the quarter.

## 9. Goal Keeper Rule

U5, U6, and U7:	No keepers
U8, U10:	A player may not play more than one half of any standard length game as a goalkeeper.
U12:	A player may not play more than one half of any standard length game as a goalkeeper, UNLESS the player is showing aptitude and desire for that position, in which case they may play more than half the game in goal, but only after coordination with the player's parent and the Division Director. This does not impact the ¾ rule.
U14, U16, and U19:	Keepers can play more than one half.

A team's first offense will result in a warning. Subsequent offenses will subject the team to a 1 point penalty. Appeals will be considered at the discretion of the Regional Commissioner.

## C. Uniforms

Each player's registration fee covers a complete uniform which consists of a jersey, pair of socks and shorts. Please do not customize your team's uniforms by adding players' names or other markings. AYSO's uniform policy states; "The AYSO Uniform may not bear the player name or team name by any application of lettering, silk screening, etc." Teams violating this policy will not be permitted to wear the altered uniforms and will be required to purchase replacement uniforms.

## D. Medical Release Forms

Signed medical release forms must be with Team Personnel at all practices, matches, and any team event.

## E. Coach's Safety Checklist for Practices and Matches

1. If a parent or guardian has not picked up a player at the conclusion of a practice or a match, a coach must stay with the player until the player has been picked up.
2. Wireless (cell) phone (in case of emergency) OR know where the nearest phone is available for your use.
3. Inspect match and practice areas for unsafe conditions such as glass, rocks, metal, holes, mud, sprinkler heads,

valve boxes, sticks, bicycles parked near the edge of field, or any other dangerous object which could lead to injury.

4. Check goal posts to make sure they are safe and secure. There should be no hooks or protruding fastening devices on the uprights or crossbar of goals. Check nets for holes or loose tie downs.
5. Check safety equipment (shoes, shin guards). Shin guards are required.
6. Have ice or ice packs on hand - Zip Lock bags make good ice packs.
7. Check for loose panels, protruding material on soccer balls, and that all balls are properly inflated.
8. Make sure players are allowed rest and fluids at practices and matches.
9. Ensure proper warm-up prior to practices and matches.
10. Enforce a policy of NO jewelry and NO casts or splints.
11. Instruct players on the laws of the game, especially those relating to safety.
12. Maintain a simple first aid kit and have it handy at all matches and practices.
13. Players not currently registered with AYSO for the current season may not participate in your practices and matches.
14. Make sure your players have water, sunscreen, and weather appropriate clothing.
15. If it does not look and feel right to you it probably isn't. Follow your instincts.

## F. Goal Safety

Each year, somewhere in this country, children are seriously hurt and even killed by goalposts. These accidents can be avoided by keeping the kids off the goalposts at the fields during your practices. They are dangerous when used as monkey bars. Before each match, please make sure the goals have been set up and anchored properly. If you are not sure how to do it, find one of the board members at the Administration tent.

## G. Division Breakdown

The following is the division age breakdown along with the anticipated number of players on a team. The actual numbers of players on a team and players in a match may vary subject to availability of coaches and fields.

Division	Players "on the field"	Expected Players per Team	Match Length (minutes)
U5	4v4	5	30
U6	4v4	6	30
U7	5v5	6	40
U8	6v6	6	40
U10	7v7	9	50
U12	9v9	12	60
U14	11v11	14	70
U16	11v11	16-18	80
U-19	11v11	16-18	90

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## H. Volunteers are Essential

As a coach, you have already made the commitment to provide an important service to the players of Moorpark. You will be asked to recruit other volunteers from your team to fill other vital needs. The Region will provide training to these volunteers to help them in completing their assignments.

Coaches must hold an initial parent meeting at the start of the season, and as necessary when changing routine

schedule or planning an event. At the initial meeting, the coach must solicit parents to assist them with the team.

**Assistant Coach:** Assist the head coach during matches and practices, and takes control of the team in the absence of the head coach.

**Referee:** Each team in U10, U12 and U14 must provide at least one certified referee. This is how your team earns referee points.

**Field Crew:** To set up the fields at the beginning of the day, or take down goals at the end of the day. 3-4 volunteers can take care of this easily.

**Team Manager:** The backbone of your team. This person will be your main line of communication with the parents.

## I. Referees

Referees play a vital role in the game of soccer. They make sure the game is safe and fun for everyone - the players, the coaches, the spectators and themselves. Most importantly, they are parents just like you and youth volunteers that volunteer their time to make the game safe, enjoyable and educational for our players. Being a Referee is a wonderful opportunity to gain a new perspective of the game and to pick up some very useful ideas and tactics from your fellow coaches. No experience is necessary. AYSO provides referee training courses for its volunteers.

### 1. U6-U7

Referees are not assigned to cover matches in the U6 divisions. Coaches will 'referee' one half of their match each week.

### 2. U8

Games are refereed by the teams' qualified referees. If teams do not have a qualified referee, then each coach will act as a referee for one half of the match. Occasionally, youth referees may cover matches in the U8 division. These assignments are for training purposes in order to prepare them to assist with games in the upper divisions. Any sort of abuse, criticism or questioning calls made toward these referees by the coach, or parent or guest on the coach's sideline, will result in a coach being suspended from the remainder of the game and following match.

### 3. U10-U19

Teams in the competitive divisions (U10-U19) must provide at least one referee to represent your team for the season. Referees are asked to volunteer for one match each week, either as a Center Referee or an Assistant Referee (linesman). Volunteers who can assist with more than one match per week are welcome and can earn additional points for their team.

If each team covers 1-2 referees each week, there will be adequate officiating to ensure safe, fun and fair matches for everyone.

Referees can sign up on-line for matches. Our referee administrator reserves the right to reassign referees to another match, should circumstances warrant. We will do our best to limit any schedule changes to a match that falls within the time slot for which you originally signed up. We will not ask you to referee a game at the same time that your child is playing. If there are not enough qualified Assistant Referees to cover each scheduled match, coaches from the participating teams must recruit a parent to act as a 'club linesman' before play will begin.

Teams' not providing qualified referees each week risk not being considered for participation in post-season play by the Regional Board, regardless of their win/loss record.

Our region will do everything in our power to help you accomplish this requirement. Remember why we are all doing this – THE KIDS! If your team is having difficulty in regards to the referee point program, you should contact the Regional Referee Administrator or Regional Commissioner for guidance, support and direction.

## J. Forms

Coaches must complete and return the following forms to their Division Coordinator. Uniform colors cannot be selected and uniforms will not be distributed until these forms are completely and accurately filled out (all forms can be downloaded from [www.moorparkayso.org](http://www.moorparkayso.org)) and returned.

<b>Coach Acknowledgment:</b>	This form needs to be signed by the coach and returned to Division Coordinator.
<b>Volunteer Request Form:</b>	This form is to be turned in to your Division Coordinator after it is completed.
<b>Sponsorship Form:</b>	Please make every effort to find a team sponsor. We need the contributions from these gracious individuals and companies to help fund our program, provide scholarships for families that cannot pay the full amount for registration and to keep our registration cost down.
<b>Player Evaluation Form</b>	This form must be filled out before a team can receive their pictures, and is essential to balance teams for the next season

## K. Fundraising

We ask that each team attempt to secure a sponsor for their team every season to help provided scholarships to players that cannot afford to pay our registration fee. We are looking for \$200 donation. The \$ 200 can be split among two sponsors. Sponsors will be provided with a team plaque to thank them for their donation. In the case of two sponsors, a maximum of 2 plaques will be provided and their donation is \$100or more.

## L. Picture Day

Each team will have their picture taken by professional photographer selected by the board of directors. Due to the large number of teams in our Region –It is impossible for us to accommodate any requests for specific time/dates other than the times provided by the photographer. Retakes for absent players will be taken only as pre-arranged by the board and the photographer. Picture packets will be distributed at the administration booth or by the appropriate Division Coordinator and will ONLY be given to coach/team parent after appropriate ratings/All-star forms have been turned in.

## M. Websites

- Our Region's website is [www.moorparkayso.org](http://www.moorparkayso.org). Visit it often to check team standings, referee points, volunteer opportunities, upcoming events, download forms, and other useful information about our program.
- Area E's website is [www.ayso10e.org](http://www.ayso10e.org). Visit this site to locate coach and referee classes being offered by other Regions.
- AYSO's National website is [www.ayso.org](http://www.ayso.org).

## N. Disputes and Disciplinary Action

Any issues or concerns should be directed to your Division Coordinator. Depending upon the circumstances, it may be necessary to involve the Coach Administrator or Regional Commissioner. If any issues arise during a match it will be addressed by the Referee. Depending upon the circumstances, it may be necessary to involve the Regional Referee Administrator. All Regional Board Members have the authority to address the situation and if necessary, remove the

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involved party(ies) from the field of play. All such incidents will be reviewed by the Regional Commissioner. The Regional Commissioner reserves the right to take further disciplinary action.

There is no appeal process of a decision made, or of disciplinary action taken by a Referee during or after any match, unless deemed necessary by the Regional Commissioner.

## O. Standings and Referee Points

During the 10U, 12U and 14U regular season standings points will be awarded on the basis of 3 points for a win, 1 point for a tie, and 0 points for a loss. Region 363 also has a referee and volunteer service team points system for teams in the 10U, 12U and 14U divisions. For the 10U and 12U divisions these points are included in the standings, and for all 3 divisions they are a pre-requisite to qualify for Area and Section post-season competitions. This program provides us with trained referees for the majority of our matches and volunteers to help setup/breakdown fields, or banner day table, etc.

10U and 12U standings will be maintained and posted by Region 363, 14U standings will be maintained and posted by Area 10E.

Tie breaker rules should teams end the season with the same number of standings points ; 1) highest number of total team points (see description below), 2) lowest number of team violations (yellow & red cards), 3) head to head competition, 4) least number of goals allowed, and 5) coin toss.

**10U** – 9 competition games and 1 warm-up game will be played only among Region 363 teams. Teams will play 1 game each week, and can earn up to 2 referee points each competition week that will count toward the standings, making a maximum of 5 points per game.

**12U** – Competition games will include teams from Newbury Park. Since there are an odd number of teams in both Boys and Girls divisions, all teams will have one week when they play a double header that counts toward the standings. There will be 10 competition games over 9 weeks, and 1 warm-up game that will only be played among the Moorpark teams. Standings will include all competition games, but will be posted only for Region 363 teams. Teams can earn up to 2 referee points each competition week that will count toward the standings, making a maximum of 5 points per game.

In addition, there will be a second week where the teams (both Boys and Girls) will be scheduled to play a double header, the second game being against Moorpark's VIP team. Teams will be given 2 service points for playing this game (see Guidelines for Referee and Volunteer service points below)

**14U** – Competition games are played with other Area 10E teams. Since there are an odd number of teams in both Boys and Girls divisions, each team will have one bye week, playing 8 competition games over 9 weeks. There will also be 1 pre-season warm-up game including just the Region 363 teams. Standings will be calculated using only game points, but team points will also be maintained for qualification for post-season tournaments.

Guidelines for referee and service points: In order to qualify for the Area post-season playoff tournament, a team must complete a minimum number of referee and volunteer assignments. The table below defines minimum requirements in each division. 12U and 14U minimums have been reduced this year to recognize the fact that these divisions will be playing away from Arroyo Vista some weeks of the season.

Please review this carefully with your parents. Team points (defined as the sum of service points and total referee points) will be displayed in the standings. 5U through 8U divisions are non-competitive and therefore no points will be tracked, though building the expectation for volunteering to make the region work effectively among the parents in these age groups is strongly encouraged.

	10U	12U	14U
<b>Referee Points</b>	18	14	14
<b>Volunteer Service Points</b>	5	5	5
<b>Total</b>	<b>23</b>	<b>19</b>	<b>19</b>

Team Points will be awarded as follows:

### **Referee Points:**

All teams in the 10U, 12U and 14U divisions are expected to provide qualified Referees to cover at least one Center assignment or two Assistant assignments each week. A “qualified” referee must be at least 12 years of age and must have completed the Basic Referee course and passed the qualifying examination. Our Region will conduct at least one Basic Referee clinic before the season begins. The Region will provide qualified referees with uniforms and other required equipment.

Referee points are earned by covering matches each week during the 9-week regular season (the first week of the season

is a warm-up and will not count toward the standings). Officiating a match as a referee (CR) is worth 2 points and assistant referee (AR) is worth 1 point. A maximum of 2 referee points each week will be counted toward the standings, any additional referee points will be included in the overall team point total.

**Service Points:**

Every team is expected to provide volunteers to help in either field monitoring, participating in field set up or breakdown, helping check-in referees, or staffing the snack shack. Teams will earn 1 point for not less than 2 hours of field monitoring, assistance in the referee tent, and staffing the snack shack. One point will also be credited to a team volunteer assisting in the field set up or breakdown.

**Notes:**

1. Referees must sign in at the Referee tent 20 minutes before the start of the match they are covering.
2. Referees must clearly identify the team they are representing both on the sign-in sheet and on the match line-up card in order to earn their referee points. It is the responsibility of the team to ensure their referee(s) sign in to earn their point(s). If there is an error in the referee point posting, it is the responsibility of the team to bring such error to the attention of the RRA within 7 days of posting the discrepancy. We cannot make corrections at the end of the season for games throughout the season.
3. Volunteers must sign in and sign out on the sign in sheet kept at the Volunteer/Referee tent, making sure the team they are representing is clearly and legibly identified, in order to earn their service points
4. Make up points (for referees out of town or sick one week) will not be allowed unless you have prior approval from the Referee Administrator (RRA) and should be done either 1 week before or 1 week after the week missed.
5. Referee points will not be awarded to referees covering their own team's games in 10U, 12U and 14U division unless approved by the RRA.
6. Points can be earned (with approval from the RRA) for acting in a stand-by capacity, but each team can only fill a maximum of two 'stand-by' slots per season. Referees cannot sign up for a stand-by slot unless all match slots are filled. Referees acting in a stand-by capacity must remain at the referee tent for the duration of the match.
7. If a referee signs up for a game and does not complete the game due to injury, the referee points will still be awarded to the team. However, if the referee cancels out on a game or does not show up for a game the points will not be awarded to his or her team.
8. If a volunteer so wishes, he/she can allocate referee and service points to more than one team, but these teams must be defined and have points assigned to them by week 5 of the season.
9. Referees with children on a team in a division MAY NOT assign their points to any other team within that division.
10. It is the responsibility of the team to notify the Regional Referee Administrator of any scheduling conflicts and to provide an equally qualified substitute referee. If the referee staff supplies a substitute, then that team will not be awarded a referee point for that match.

**Special Notes:**

Only board member service on game days will qualify as service (volunteer) points for teams.

A team can receive an additional 2 Referee Points toward total team points for any referee who successfully completes the regional referee clinic, refresher clinic, if offered, or upgrade clinic and referees at least 3 games.

Grievances resulting of this point system shall be made by e-mail to the Referee Points Administrator. All grievances will be reviewed by the Regional Commissioner. The Regional Commissioner may opt to defer any, all, or certain grievances to a committee (comprised of the Regional Referee Administrator, Coach Administrator, and Competitive Division Director, unless there exists a conflict of interest as solely determined the Regional Commissioner, in which case the Regional Commissioner will appoint alternate member(s) to the committee) for review and recommended action(s) to the Regional Commissioner. The Regional Commissioner reserves the right to follow the recommended action(s) of the committee or take further corrective or disciplinary action.



## **VI. Tournament Play**

### **A. Area – League Championships**

Area 10-E invites eligible primary season teams from our Region to participate in Area/Section play. Eligibility will be determined by the referee points system, abiding by the  $\frac{3}{4}$  rule of play **EVERY** week, league play final standings, and behavior of the players, coaches and parents during the season.

For a player to be eligible for Area/Section play they must be registered in Region 363 and have participated in at least half of the regular season games (typically 10 games) with their team, barring unusual circumstances such as injury as defined in the Section 10 Guidelines.

### **B. Division Championships**

U6, U7 & U8 Divisions – There are no standings posted, as the games are non-competitive. All players participating in these divisions receive a participation trophy or medal at the end of the season.

U10, U12 and U14 Divisions, standings are posted [www.moorparkayso.org](http://www.moorparkayso.org). First and Second place finishers in each division will receive trophies or medals.

### **C. End of the Season Playoff**

U10, U12 and U14 Divisions will participate in the End of the Season Playoff on the last Saturday of the season. This is an "end of the year" tournament for all teams. All teams will be seeded for playing the post-season tournament based upon standings at the end of the regular season.

### **D. AYSO Region 363 Guidelines for All-Star Team and Coach**

#### **1. Purpose:**

Participation in Area and Sectional All-Star play provides an opportunity for our athletes and coaches to challenge themselves at a higher level of competition. Our goal is to select from those interested players and coaches, a team that can effectively compete while representing the best interests of AYSO and our Region.

#### **2. Conflict with National, Section, and/or Area Guidelines:**

To the extent that these guidelines conflict with applicable National, Section, or Area Guidelines, these Regional guidelines are superseded.

#### **3. Coach Selection:**

Only registered coaches with AYSO age appropriate training, Safe Haven Certification, Concussion Awareness Training, SafeSports, adherence to the  $\frac{3}{4}$  rule of play every week, and demonstrating the AYSO philosophy will be considered. Subject to the approval of the Regional Commissioner, the Post Season Director, in conjunction with coaches and assistants for U10 – U19, shall select an eligible and qualified all-star coach from the applications received. The Division Coordinators must ensure all of their coaches have an equal opportunity to express their interest in being considered. All-star coaches will be selected from October 1<sup>st</sup> – 15<sup>th</sup>.

An All-star coach may not be the principal coach of more than one All-star or league team participating in post-season play except with the permission of the Regional Commissioner.

**Commented [TE6]:** Do we need another section here to explain that All Star teams can play in tournaments before the Area tournament, but that they are responsible for costs. And also that the region provides all start uniforms, but the team must buy other team paraphernalia like jackets/backpacks etc

At the discretion of the Regional Commissioner, if the selected All-Star coach or assistant coach does not follow the guidelines set forth in this Handbook and All-Star Coach Handbook, that coach or assistant coach (and possibly his/her child) will be removed from participating in the All-Star team program.

#### 4. All-Star Player Selection

All-Star coaches will be responsible for selecting their team of players to the satisfaction of the Post-Season Director. Pursuant to Section 10 Guidelines, All-star teams, except U16/U19, may not be formed until November 15<sup>th</sup>. Player nominations/ recommendations may be received by October 15<sup>th</sup>. All-Star team nominations and formation for U16/U19 will be as determined by the Section 10 Board.

U10 teams can have up to 10 players, U12 teams up to 12 players, and U14 teams up to 15 players. Final rosters are subject to the approval of the Regional Commissioner and Area Director.

Commented [TE7]: 9 or 10 – need clarification

#### 5. All-Star Season

The Area 10E all-star tournament normally runs for 3 sequential week-ends in January and February at Conejo Creek and/or Arroyo Vista. Successful teams may be invited to the Section 10 all-star tournament in Bakersfield, generally at the end of February. Teams are strongly recommended to enter tournament(s) before the Area 10E tournament (local tournaments include Newbury Park, Simi Valley, Beverly Hills) so the team can play together before the Area 10E tournament. The Area 10E tournament is free, but other tournaments do have entry fees that must be paid for by the team.

All-star uniforms are provided by the region. Additional gear (such as jackets, back-packs etc) which can build team identity and team spirit are optional and paid for by the team.

#### E. Tournament (Select) Teams

Any coach, after receiving permission from the Post-Season Directors and Regional Commissioner may form a Tournament, or Select, team to participate in one or a series of tournaments by extending an invitation to interested players at the conclusion of the Area E All-Star tournament and playoff.

All costs and other obligations (entry fees, referee deposits, uniform purchases, etc.) are strictly the responsibility of the team. The coach must account for all revenue and expenses pursuant to the instructions of the Regional Treasurer.

Because All Star and Tournament (Select) teams may compete for the same players, except with the permission of the Regional Commissioner, there will be no team practices or participation in tournaments during the period from the formation of the All-Star teams (in November) until the completion of Area and Section All-Star competition (generally in February).

The Regional Commissioner must approve all team players and team rosters. The coach must invite at least one interested parent or another individual to be an assistant coach.

## **VII. Short Sided Game Formats**

In August 2015, United States Soccer Federation, as a part of its mission to make soccer, in all its forms, the preeminent sport in the United States and to continue the development of soccer at all recreational and competitive levels, Player Development Initiatives (PDIs) became officially integrated as a part of the soccer landscape.

Following a two-year implementation window with the announcement of PDIs in August 2015, U.S. Soccer's 60 youth member organizations, including US Club Soccer, US Youth Soccer, American Youth Soccer Organization and Soccer Association for Youth are collectively set to roll out the new standards and initiatives, which include birth year registration and small-sided game standards. The PDIs have been incorporated into the following guidelines.

### **A. U5 Guidelines - Master Coach**

A "Master Coach" will lead each session. The "master coach" will introduce a game/activity that will practice a certain skill or part of the game using explanation and demonstration. Each pair (player/parent) will then attempt the activity while the master coach circulates between pairs providing specific help or suggestions so that the activities are performed as intended. After a suitable amount of time, the "master coach" will bring the players and parents back together as a group and recap what they have done, introducing the next game/activity.

Each Jamboree One with One session will end with a 20-25 minute short-sided game (4 v 4). The importance of this program is to allow the players to play without coaching or teaching them as this experience is designed to expose them to soccer, not to begin developing them. The two goals of the program are to allow the players to enjoy the activities and to let the game be the teacher.

### **B. U-6 Guidelines**

#### **The Field:**

The recommended field size for U-6 games is 35 x 25 yards marked with lines or cones.

#### **The Markings:**

Distinctive lines can be used but are not required. Field can be marked using flat pro-cones to mark all four sides.

#### **The Goals:**

Maximum four feet high and six feet wide.

#### **The Ball:**

A size 3 ball is used for U-6 games.

#### **The Players:**

There will be four per team on the field; no goalkeepers. Substitutions are between periods, at halftime and for injuries. Only players should be allowed on the field, with the exception of a coach from each team who will manage the game. A player can be removed from the field at any time during the game at the discretion of both coaches, if the player is exhibiting unsportsmanlike behavior.

**Player Equipment:**

Shoes and shin guards, covered by the socks are mandatory at all practice and game activities. Soccer shoes, tennis shoes, or similar type athletic shoes are recommended. The type and condition of cleated shoes must be inspected for safety before use.

**Duration of Game:**

Four 7 ½ minute periods. Half time break of 5 minutes.

**The Start of Play:**

To start the first and second halves, and following each goal in all age group games, play is started or restarted with a kick-off in the center of the field. A coin toss is used to determine which team kicks off to start the game and the other team kicks off to start the second half. Following a goal, the team scored upon kicks off.

**The Kickoff:**

The kickoff is taken from the center of the field with each team in their own half and the team not kicking off at least 5 yards from the ball. Do not insist the opponent be a minimum of precisely 5 yards from the ball as this is just a guide to give the kicker room to kick the ball without it immediately hitting an opponent. Remember, let them play and do not interfere for technicalities.

**Ball In and Out of Play:**

The ball is out of play in all age group games when it completely crosses the touch line (side line) or goal line (end line) either on the ground or in the air. In U-6 games, the coaches will determine when the ball is out of play and should guide the restart, interfering as little as possible. It's the player's game, let them play and work on technique later. Kick-ins rather than throw-ins are recommended when the ball crosses the touch line.

**Fouls & Misconduct**

The coaches will assess direct free kicks for all fouls, with the opponents five yards away from the ball. There are no penalty kicks. There are no offside offences.

**Official:**

There is no need for fully qualified referees to manage U-6 games. One or both of the coaches should "officiate". The games are intended to be an opportunity for the very youngest of our players to experience the fun of playing. The barest of minimum rules are needed and should be applied with a generous amount of flexibility. Let the players have the freedom to play with minimum interruption.

**C. U-7 Guidelines****The Field:**

The field size for U-7 games is 35 x 25 yards.

**The Markings:**

Distinctive lines recommended. Halfway line the width of the field, marked equidistant between the goal lines. Center circle with a six-yard radius in the center of the field. Corner arcs with a one-yard radius at each corner of the field. Goal area in front of each goal measuring 6 x 12 yards.

**The Goals:**

Maximum six feet wide and four high wide.

**The Ball:**

A size 3 ball is used for U-7 games.

**The Players:**

There will be five per team on field; No goalkeepers. Substitutions are between periods, at halftime and for injuries.

A player can be removed from the field at any time during the game at the discretion of the coach and CenterReferee, if the player is exhibiting unsportsmanlike behavior.

**Player Equipment:**

Shoes and shin guards, covered by the socks are mandatory at all practice and game activities. Soccer shoes, tennis shoes, or similar type athletic shoes are recommended. The type and condition of cleated shoes must be inspected for safety before use.

**Duration of Game:**

Four 10-minute periods. Halftime breaks of 5 minutes.

**The Start of Play:**

The game should be started with a kick-off in the middle of the field.

**The Kick-off:**

A coin toss is used to determine which team kicks off to start the game and the other team kicks off to start the second half. Opponents must be six yards from the center mark while kick-off is in progress.

**Ball In and Out of Play:**

Normal restarts (goal kick, corner kick, throw-ins) when the ball goes out of play.

Commented [TE8]: Are there corner kicks for U-7 or not ?

**Fouls & Misconduct**

The coaches will assess direct free kicks for all fouls, with the opponents six yards away from the ball. Free kicks awarded to the attacking team inside the defending team's goal area should be taken from the nearest point on the goal area line in front of the goal. There are no penalty kicks. There are no offside offences.

Referees will work cooperatively with the coaches and eliminate the need for cautions and send-offs. Do not show yellow or red cards

**U-7 Officials:**

The U-7 Official should briefly explain any infringements to the player(s) and encourage proper play and sporting behavior. As with all games, every effort should be made to keep the game moving and free from stoppages for doubtful infractions. Let them play and enjoy.

**Assistant Referees/Club Linesmen:**

If available, qualified assistant referees who have completed Assistant Referee Certification may be used to assist the referee. This is an opportunity for new assistant referees to begin getting experience. If qualified assistant referees are not available, Club Linesmen (untrained volunteers who may be affiliated with one of the teams/clubs) may be recruited from the spectators to assist the referee with calling the ball in and out of play only. This is an opportunity for parents to get involved.

**D. U-8 Guidelines****The Field:**

The field size for U-8 games is 35 yards long by 25 yards wide

**The Markings:**

Distinctive lines recommended. Halfway line the width of the field, marked equidistant between the goal lines. Center circle with a six-yard radius in the center of the field. Corner arcs with a one-yard radius at each corner of the field. Goal area in front of each goal measuring 6 x 12 yards.

**The Goals:**

Maximum 6 feet wide by 4 feet high.

**The Ball:**

A size 3 ball is used for U-8 games.

**The Players:**

There will be six per team including a goalkeeper. Substitutions are between periods, at halftime and for injuries. Playing time is a minimum of three periods per game. A player can be removed from the field at any time during the game at the discretion of the coach and Center Referee, if the player is exhibiting unsportsmanlike behavior.

Commented [TE9]: Is this right ?

**Player Equipment:**

Shoes and shin guards, covered by the socks are mandatory at all practice and game activities. Soccer shoes, tennis shoes, or similar type athletic shoes are recommended. The type and condition of cleated shoes must be inspected for safety before use.

**Duration of Game:**

Four 10-minute periods. Halftime breaks of 5 minutes.

**The Start of Play:**

The game should be started with a kick-off in the middle of the field.

**The Kick-off:**

A coin toss is used to determine which team kicks off to start the game and the other team kicks off to start the second half. Opponents must be six yards from the center mark while kick-off is in progress.

**Ball In and Out of Play:**

Normal restarts (goal kick, corner kick, throw-ins) when the ball goes out of play.

Commented [TE10]: Are there corner kicks for U-7 or not ?

**Fouls & Misconduct**

The coaches will assess direct free kicks for all fouls, with the opponents six yards away from the ball. Free kicks awarded to the attacking team inside the defending team's goal area should be taken from the nearest point on the goal area line in front of the goal. There are no penalty kicks. There are no offside offences. Referees will work cooperatively with the coaches and eliminate the need for cautions and send-offs. Do not show yellow or red cards.

**U-8 Officials:**

The U-8 Official should briefly explain any infringements to the player(s) and encourage proper play and sporting behavior. As with all games, every effort should be made to keep the game moving and free from stoppages for doubtful infractions. Let them play and enjoy.

**Assistant Referees/Club Linesmen:**

If available, qualified assistant referees who have completed Assistant Referee Certification may be used to assist the referee. This is an opportunity for new assistant referees to begin getting experience. If qualified assistant referees are not available, Club Linesmen (untrained volunteers who may be affiliated with one of the teams/clubs) may be recruited from the spectators to assist the referee with calling the ball in and out of play only. This is an opportunity for parents to get involved.

**E. U-10 Guidelines****The Field:**

The field size for U-10 games is 65 x 45 yards (max).

**The Markings:**

Distinctive lines recommended.

- **Halfway line** the width of the field, marked equidistant between the goal lines.
- **Build-out line** the width of the field approximately half way between the halfway line and the penalty area
- **Center circle** with an eight-yard radius in the center of the field.
- **Corner arcs** with a one-yard radius at each corner of the field.
- **Goal area** in front of each goal measuring 6 x 15 yards.
- **Penalty area** in front of each goal measuring 14 x 30 yards.
- **Penalty mark** ten yards from the goal line.
- **Penalty arc** extending in an eight-yard radius from the penalty mark.

#### **The Goals:**

Maximum 18.5 x 6.5 feet.

#### **The Ball:**

A size 4 ball is used for U-10 games.

#### **The Players:**

There will be seven per team on field; one of which is a goalkeeper. Substitutions are between periods, at halftime and for injuries. A player may not play more than 2 quarters of any game as a goalkeeper. A player can be removed from the field at any time during the game at the discretion of the coach and Center Referee, if the player is exhibiting unsportsmanlike behavior

#### **Player Equipment:**

Shoes and shin guards, covered by the socks are mandatory at all practice and game activities. Soccer shoes, tennis shoes, or similar type athletic shoes are recommended. The type and condition of cleated shoes must be inspected for safety before use.

#### **Duration of Game:**

Four 12.5-minute periods. Halftime breaks of 5 minutes.

#### **The Start of Play:**

The game should be started with a kick-off in the middle of the field. Coaches determine which team starts the game with a coin flip and the opposing team starts the second half. Opponents must be eight yards from the center mark while kick-off is in progress.

#### **Fouls & Misconduct**

All laws apply except as noted below under the PDI adaptations. Opponents must be eight yards from the ball on restart kicks. Referees will work cooperatively with the coaches and eliminate the need for cautions and send-offs.

#### **Player Development Initiative Adaptations of the Laws**

1. No deliberate heading of the ball – restart is an indirect free kick for the other team at the location of the offence
2. Goalkeepers may not punt or dropkick the ball from their hands, they must initiate play by throwing or rolling the ball to a teammate, or by releasing the ball at their own feet and passing to a teammate. Restart for any offence is an indirect free kick for the other team at the location of the offence
3. At goalkicks for the other team, and when the other team's goalkeeper has possession of the ball in their hands, players on the team that does not have possession of the ball must retreat behind the build-out line and wait until the ball is in play before participating in play again. If the defending team chooses to take the goalkick or play out from the goalkeeper before the other team has fully retreated, the attacking team may continue normal play. Restart after an offence is an indirect free kick to the defending team at the location of the infraction
4. The build-out line replaces the halfway line in the judgement of offside position – ie an attacking player can only be an offside position between the build-out line and the opponent's goal line

**Referee**

AYSO certified Regional Referees or higher are required for U-10 and older games. The referee should briefly explain any infringements to the player(s) and encourage proper play and sporting behavior. As with all games, every effort should be made to keep the game moving and free from stoppages for doubtful infractions. Let them play and enjoy.

**Assistant Referees/Club Linesmen:**

If available, qualified assistant referees who have completed Assistant Referee Certification may be used to assist the referee. This is an opportunity for new assistant referees to begin getting experience. If qualified assistant referees are not available, Club Linesmen (untrained volunteers who may be affiliated with one of the teams/clubs) may be recruited from the spectators to assist the referee with calling the ball in and out of play only. This is an opportunity for parents to get involved.

**F. U-12 Guidelines****The Field:**

The field size for U-12 games is 80 yds long and 55 yds wide (max).

**Laws:**

No change from Laws of the Game, except as noted under PDI adaptation below.

**The Goals:**

Maximum 21 x 7 feet.

**The Ball:**

A size 4 ball is used for U-12 games.

**The Players:**

There will be nine per team on field; one of which is a goalkeeper. Substitutions are between periods, at halftime and for injuries. A player can be removed from the field at any time during the game at the discretion of the coach and Center Referee, if the player is exhibiting unsportsmanlike behavior.

**Player Equipment:**

Shoes and shin guards, covered by the socks are mandatory at all practice and game activities. Soft-cleated soccer shoes or tennis shoes.

**Duration of Game:**

Four 15-minute periods. Halftime breaks of 5 - 10 minutes. No other changes from play as specified in FIFA Laws of the Game Printed for the American Youth Soccer Organization.

**Player Development Initiative adaptations of the Laws**

1. No deliberate heading of the ball – restart is an indirect free kick for the other team at the location of the offence

**Referee:**

The referee and assistant referees must be certified regional referees or above.

**G. U14 Guidelines****The Field:**

The field size for U-14 games is 80 yds long and 55 yds wide (max).

**Laws:**



No change from Laws of the Game.

**The Ball:**

A size 5 ball is used for U-14 games.

**The Players:**

There will be eleven players per team on field; one of which is a goalkeeper. Substitutions are between periods, at halftime and for injuries. A player can be removed from the field at anytime during the game at the discretion of the coach and Center Referee, if the player is exhibiting unsportsmanlike behavior.

**Player Equipment:**

Shoes and shin guards, covered by the socks are mandatory at all practice and game activities. Soft-cleated soccer shoes or tennis shoes.

**Duration of Game:**

Four 17.5 minute periods. Halftime breaks of 5 - 10 minutes. No other changes from play as specified in FIFA Laws of the Game Printed for the American Youth Soccer Organization.

**Referee:**

The referee and assistant referees must be certified regional referees or above.

## **VIII. Regional Guidelines**

Moorpark AYSO, Region 363, has adopted the Standard Policies and Protocols as set forth by our National organization. This, along with our coach manuals, annual operating statements, and budgets, are available for your review through your division director and on our website. Should conflicts exist between National Policies and Protocols, or National Rules and Regulations, with the Region's Standard Policies and Protocols that includes this Coaches Handbook, the National documents shall supersede unless otherwise provided. The August 2017 US Soccer Player Development Initiatives have been included only for informational purposes and should not be viewed as superseding National nor Region's documents.

The highest standards of conduct and good sportsmanship must be maintained at all times by players, coaches, referees, spectators and all other participants. Abusive or foul language is forbidden. The use of illegal drugs, alcohol or tobacco products in the vicinity of the playing field during practices or games are strictly forbidden.

Disciplinary action shall be up to the Regional Commissioner. The referee shall have the power and authority to discipline, send off, and eject players, coaches and spectators from the playing area if their conduct violates the Laws of the Game, the governing documents of AYSO and the Region, or otherwise interferes with the course of play. No appeal of disciplinary action taken by a referee is allowed, unless deemed appropriate by the Regional Commissioner.

## **IX. Parent Code of Conduct**

As a parent, you play a special role in contributing to the needs and development of youngsters.

Through your encouragement and good example, you can help all the boys and girls learn good sportsmanship and self-discipline. In AYSO, young people learn to work together, to sacrifice for the good of the team, to enjoy winning and deal appropriately with defeat - all while becoming physically fit and healthy. Best of all, they have fun.

### **Support Your Child**

Supporting your child by giving encouragement and showing interest in their team is very important.

Help your child work toward skill improvement and good sportsmanship in every game. Teach your child that hard work and an honest effort are often more important than victory - that way your child will always be a winner despite the outcome of the game!

### **Always Be Positive**

Parents serve as role models for their children. Be aware of this fact and work to be a positive role model. Applaud good plays by your child's team as well as good plays by the opposing team.

Support all efforts to remove verbal and physical abuse from youth sports.

### **Remember: Your Child Wants To Have Fun**

Remember that your child is the one playing soccer, not you. It's very important to let children establish their own goals - to play the game for themselves. Take care not to impose your own standards and goals on them.

Don't put too heavy a burden on your child to win games. Surveys reveal that 72% of children would rather play for a losing team than ride the bench for a winning team.

Children play for the fun of playing.

### **Reinforce Positive Behavior**

Positive reinforcement is the best way to help your child achieve their goals and overcome their natural fear of failure. Nobody likes to make mistakes. If your child does make one, remember it's all part of learning, so encourage your child's efforts and point out the good things your child accomplished.

### **Don't Be A Sideline Coach Or Referee**

AYSO coaches and referees are usually parents just like you. They volunteer their time to help make your child's soccer experience a positive one. They need your support, too.

That means refrain from coaching or refereeing from the sidelines. In a volunteer organization like AYSO there's always an opportunity to take your interest in coaching or refereeing to the next level and become one yourself.