



AYSO Region 665 Victorville, California

Coach Handbook 2007

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Welcome

Welcome to AYSO Region 665! We thank you for volunteering your time to our program. This handbook has been developed to answer many of your questions, as well as inform you about the basics of AYSO. It is important that you understand and implement the AYSO philosophy as the primary influence on the players on your team. A tremendous amount of effort has been placed in preparing this handbook to help prepare you for the upcoming season. Please take the time to read it.



The Coach Volunteer

The reward of being an AYSO volunteer could be one of America's best-kept secrets. We know AYSO is "for the kids." And, we know that the "AYSO Team" of coaches, referees and parents work tirelessly every week throughout the season to make the AYSO experience safe, fun and fair for players.

To make the players' experiences extraordinary, we also need countless other volunteers at all levels. We need executive members, such as regional commissioners and area and section directors; we need coach and referee administrators; we need treasurers, registrars, child and volunteer protection advocates, and safety directors; we need secretaries, division managers, purchasers and field directors; and we need newsletter editors, team parents, and even snack bar workers. In fact, there are more than 146 position descriptions in the AYSO volunteer description handbook. We need volunteers in all of these positions, and we need assistants for each of these positions, as well.

The good news is that just about any parent who has the character, energy and love to stand up and make a difference in the lives of the young people entrusted to their care, **can** make a difference. And, the more of us who get involved, the lighter the load each of us has to bear. Beyond the benefits that volunteering provides AYSO players, there also are many rewards for the volunteers themselves. The obvious one, of course, is the chance to work closely with their children and be involved positively in their lives. That kind of first-hand feedback on a child's progress toward adulthood is priceless.

Another reward is the feeling of accomplishment that comes with helping children grow into productive citizens before our very eyes. And, as they grow, we also can see what these young people can give back to our communities as they begin to volunteer themselves as youth referees, player representatives, and VIP buddies.

Perhaps the one reward that is most overlooked, however, is what AYSO volunteering does to develop the volunteers themselves. Our volunteers receive training - particularly the training that is offered by certified instructors and at AYSO Section Meetings - that is top-notch. These volunteers learn skills that can be used in real life, including instructor training, management training, financial training, dispute resolution training - the list is almost endless. And, thousands of volunteers have used the skills they learned from AYSO to make positive changes in their lives outside of the organization.

So, we need everyone to get involved in helping AYSO make our children's soccer experiences extraordinary. And when you do step forward and volunteer, you can just say, "It's for the kids." You will never have to let on how much fun it is and how rewarding it can be for you. That will be our secret.

Accordingly, as the coach you should realize that positive instruction and behavior is the best approach. Winning ***IS NOT EVERYTHING***, and players need to be recognized for their effort rather than only if their team won. Children in general are impressionable to the adults and environment around them as their bodies and minds continue to grow. Many children have not developed the social skills and physical abilities that they will have later in life and it is very important that you exhibit behavior that is an example to players, parents, game officials, and spectators at all times.

Lastly, a warm "THANK YOU" on behalf of the players of Region 665!



A Bit About AYSO

The American Youth Soccer Organization was founded in 1964 in California as a non-profit organization. Today AYSO has grown to become a nationwide program with the purpose of promoting youth soccer. Currently AYSO has over 750,000 players nationwide.

The structure of AYSO is set up under National, Section, Area, and Regional areas according to geographic location, which in some cases may include large areas or parts of several states. Each section is divided into areas and consequently each area is divided into regions. All regions are governed by their own Board of Directors, whose purpose it is to ensure that the Region operates within the rules, guidelines, and philosophies of AYSO National. Victorville is AYSO Region 665, Area D, Section 10. Region 665 is one of 12 regions in Area D and serves approximately 1,300 children on 120 teams.

AYSO Philosophy

◆ Everyone Plays

◆ Positive Coaching

◆ Balanced Teams

◆ Good Sportsmanship

◆ Open Registration

Our AYSO region is one of over 1,200 across the country that provides youth soccer programs for children ages four to eighteen. The AYSO philosophy is the backbone of the program, and it is imperative that all coaches implement all five philosophies to ensure a positive experience for our players.

- ❖ **Everyone Plays** – Every child **MUST** play at least half of every game.
- ❖ **Balanced Teams** – Coaches draft teams in U19 – U10 to ensure balanced teams. Designated board members, who take into consideration age and prior experience, form U8 and U6 teams.
- ❖ **Open Registration** – Registration is offered to all those who wish to enroll in Region 665 soccer.
- ❖ **Positive Coaching** – Certified AYSO instructors instill positive coaching to all coaches.
- ❖ **Good Sportsmanship** – Region 665 both expects and rewards good sportsmanship throughout the season.

AYSO Kid Zone



In recent years, the national media has focused on the negative, even violent, behavior of players, coaches and parents involved in youth sports. In a proactive effort to counteract this trend of violence, AYSO has implemented a program called Kids Zone.

As part of AYSO's education agenda, Kids Zone is a dynamic program targeted to eliminate negative sideline behavior. It is aimed toward producing a thoroughly positive impact on everyone involved in youth soccer. To execute this program, three basic elements are involved:

- ❖ **The Badge** - This is a pin-on button bearing the program's logo. This will be worn by program supporters at games, and will serve as a reminder of the importance of positive sideline behavior.
- ❖ **The Sign** - A large sign, which lists positive behavior standards, will be posted at the entrance of participating fields. Parents and spectators who will abide by these standards are welcome -- all others are not.
- ❖ **The Pledge** - We request AYSO parents to sign a pledge that holds them to the Kids Zone standards. To make this program work, we need your help!

Kids Zone badges will be distributed randomly and signs will be posted throughout the park.

Coach Selection, Training Requirements, Responsibilities

These requirements shall be relevant to any person noted as head coach, assistant coach, or otherwise working directly with players in a coaching or training capacity.

Selection Procedure

Coach Administrator and Chief Division Coordinator shall prepare a list of potential coaches for review by the Coach Appointment Committee, members of which are appointed by the Regional Commissioner. A list of approved coaches will be presented to the Region Board for approval. The Coach Administrator and Regional Commissioner shall review a request to coach two or more teams. An applicant's experience, training and support of Region 665 and AYSO shall be considered. No one under the age of 18 shall be designated as a head coach; however, assistant coaches may be under the age of 18.

Training Requirements

All coaches shall be required to meet requirements of AYSO Safe Haven Program. They shall attend coaching courses, prior to conducting any practice, as follows:

1. Annual Region 665 Coach Meeting / Orientation prior to start of each season.
2. Coaches with no prior AYSO coaching experience: U6, U8, U10 course for those Divisions; Youth Coach course for older Divisions.
3. Coaches with 1-3 year's experience: U8, U10 or Youth Coach course.
4. Coaches with 3+ year's experience: U10, Youth Coach, Intermediate Coach, Advanced Coach course or Regional Referee clinic.

Responsibilities

All Coaches shall attend all scheduled coaches' meetings and provide all requested information to the Region. All U19 – U10 coaches shall attend and participate in scheduled All-Star drafts. Towards the end of the season, all coaches shall rate all players slated to play in divisions U19 – U10 the following season. Become familiar with documentation provided in the regional guidelines, especially AYSO National Rules and Regulations and this coach handbook.

Coaching Guidelines

In addition to the rules, guidelines, and philosophies of AYSO National each Region also operates under regional rules and guidelines. Region 665 has created and implemented such guidelines that have been approved by the Regional Board of Directors. Accordingly every coach is expected to adhere to both national and regional rules and guidelines. The regional guidelines can be found at www.ayso665.org. If you have any questions or need additional information please contact Greg Stanfill, Regional Coach Administrator, at RCA@AYSO665.org or soccercrew4@yahoo.com.

The AYSO volunteer position of coach is intended to help develop all players with positive image of themselves, their teammates, coaches, game official, and opponents, and provide a good role model for players. Additionally, the coach will develop his/her players with the appropriate soccer skills as recommended in the AYSO coaching manuals. The AYSO Coach job description is attached.

AYSO Coach's Code of Conduct

All Coaches, Players, and parents in region 665 have been issued a Code of Conduct that outlines each one's expected conduct during all AYSO functions. The Coach's Code of Conduct is:

❖ **Enthusiastically support and practice** the "Everyone Plays", "Good Sportsmanship", and "Positive Coaching" philosophies of AYSO.

- ❖ **Be reasonable** in your demands of a young players time, energy, enthusiasm, and performance on the field.
- ❖ **Impress** on your players that they must abide by the Laws of the Game at all times.
- ❖ **Develop team respect** for the ability of opponents and for the judgment of referees and opposing coaches.
- ❖ **Ensure that** your player's soccer experience is one of fun and enjoyment (*winning is only part of it*). Players should never be yelled at or ridiculed for making mistakes or losing a game.
- ❖ **Set a good example** and be generous with your praise when it is deserved. Children need a coach they can respect.
- ❖ **Keep informed** of sound principles of coaching, growth, and child development.
- ❖ **Check your equipment** and playing facilities. They should meet safety standards and be appropriate for the age and ability of your players.
- ❖ **Follow the advice** of a physician when determining when any injured child is ready to play again.

Team Functions

As the coach you are responsible for ensuring that all team functions meet the following criteria:

- ❖ The coach must physically possess each players medical release form at all team functions. If the medical release form is not in the coach's possession then the player may not participate in any way. **NO EXCEPTIONS**
- ❖ Every Coach must meet the ration standard of 1 (coach) to every 8 (players). In order to do so an assistant must be present if your team function has 9 or more players. The assistant must be a registered volunteer for Region 665. They must complete a volunteer application form and turn it into the regional CVPA, Cinnamon Olivarez.
- ❖ For any coaches that are men coaching girls or women coaching boys (in all divisions) you must have a registered adult volunteer of your opposite sex at all team functions, **NO EXCEPTIONS**. Again your volunteer must complete and submit a volunteer application form to the regional CVPA, Cinnamon Olivarez.

Practices

Practice days, fields, and time slots have been assigned to each division due to lack of field space assigned by the Victorville Department of Parks and Recreation. Unfortunately field space is extremely limited.

Accordingly each team and coach is expected to work around this issue and share field space and time if needed. Below is a list of available fields and times per division. If you would like to practice at an alternate field that is not listed and that you have previously scouted and observed that there are no other organizations using that field you must contact the Regional Commissioner, Robert Olivarez for permission prior to having any practice at that location. We must have a certificate of insurance on all parks in order to protect our Region.



You must ensure that your practice times do not exceed your divisions approved practice length and number of functions each week.

U6 and U8 teams will have use of **all fields on Fridays** from 4PM to 7PM. Field 5 will not be available on August 10 and August 24. Field 1 is not available due to baseball.

U10 teams will have use of fields **1,2,5 & 7 Mondays thru Thursdays** from 4PM to 7PM. Field 1 is not available on Wednesdays due to baseball.

U12 teams will have use of fields **2,3,4 & 7 Mondays thru Thursdays** from 4PM to 7PM. Field 4 is not available on Thursdays due to baseball.

U14 teams will have use of fields **3,4 & 6 Mondays thru Thursdays** from 4PM to 7PM. Field 4 is not available on Thursdays due to baseball.

U16 & U19 teams will have use **of all fields Mondays thru Thursdays**, except those noted as unavailable above, from 7:00 to dusk.

It is important to respect the times and days above in order to accommodate all teams.

Those teams wishing to practice on weekends may do so until the beginning of the regular season, provided that the practice is held at one of the above-mentioned fields and that no other organized teams are using the fields (i.e. softball practice, etc.) at the same time.

2007 Team Referee Program

The 2007 Team Referee Program stipulates that certain points, determined by division, must be attained in order for our U14 – U10 teams to be eligible for the Region's Annual Tournament and a chance to play against other cities in our Area. Please see the Team Referee Program handout.

Training and Uniforms

The Region will be offering several classes prior to and during the season to train new referees and assistant referees. Like all of our training programs, our Regional Referee and Assistant Referee classes are FREE. We also provide a standard uniform to our center referees at no cost, provided ten (10) games are officiated by the referee during the season. Assistant Referees are provided at a minimum a referee shirt.

Please contact Jerry Rael, our Regional Referee Administrator, for information about classes at RRA@AYSO665.org or check our website for training opportunities.



Short Sided Play

Region 665 supports the value of smaller teams, playing on smaller fields, with emphasis on developing basic skills. Soccer experts around the world support this concept and the Region is striving to meet the recommendations provided by the National Support and Training Center and National Director of Coaching.

Under 12 Boys and Girls

Program shall be aligned with requirements for participating in Area D and Section 10 Playoffs. Team roster shall be a maximum of twelve (12) players. Play shall be 9v9 with a minimum of (seven) 7 players necessary for a game to be played.

Under 10 Boys and Girls

Program shall be aligned with requirements for participating in Area D and Section 10 Playoffs. Team roster shall be a maximum of ten (10) players. Play shall be 7v7 with a minimum of (five) 5 players necessary for a game to be played.

Under 8 Boys and Girls

Team rosters shall be a maximum of (nine) 9 players. Play shall be 6v6 with a minimum of (five) 5 players necessary for a game to be played.

Under 6 Boys and Girls

Team rosters shall be a maximum of (eight) 8 players. Play shall be 4v4 with no minimum number of players necessary for a game to be played. To encourage the development of basic defensive techniques, games will be played without the position of goalkeeper and no stationary player shall be within the penalty area.



U6 Guidelines

1. The game consists of two (2) fourteen (14) minute halves. The quarter breaks will be every seven (7) minutes. The halftime will be five (5) minutes in length. Quarter breaks are one (1) minute in length and are for substitutions only. If parents would like to meet their player at the touchline to give them a drink, it is acceptable. Players are not to leave the field unless they are being substituted for. Halftime is when you will have the opportunity to talk with your team and for your team to rest.
2. The game is played with four (4) players per side. There is no goalkeeper. Players may play defense, but they must not be waiting in the penalty area. It is perfectly acceptable for players to move into the penalty area when the ball is there.
3. A game (lineup) card must be completed for each game and given to the referee, if one is assigned. If no referee is assigned, the acting referees (see item 7) will complete the card. The game card will be marked indicating team substitutions. Remember EVERY player must play one half of each game unless sick or injured. If a player did not play half a game, the reason must be noted. The game card must be turned in to the referee tent at the conclusion of the game. Game cards will be reviewed by Region staff on a weekly basis. An example of a properly completed game card is attached.
4. Coaches will be allowed on their side (defensive) of the field for the first two (2) games ONLY. After the first two games, the coach will remain in the coaches' area near the center of the field.
5. Do not set the ball for players for corner kicks, etc.; the players need to learn the restarts.
6. **At no time is it permissible for a team to play with more players than the other team.** If a team is short players, the opposing team must play short also or loan a player to the other team.
7. There are no penalty kicks. Any direct or indirect kicks will be taken from outside the penalty area. If a foul is committed by a defending team inside their goal area, the ball will be placed outside the goal line at the point nearest the foul.
8. Players will be given a second chance to throw-in the ball if a foul is committed on the first attempt.
9. If there is no referee at game time, each team will referee one half of each game. A parent, assistant coach, spectator, etc. can referee the game. At no time will a playing team's coach referee their own game while continuing to coach on the field.
10. Youth referees may be assigned to U6 matches. **At NO time is it acceptable for coaches, spectators, etc. to challenge these young people.** While the Region does not maintain standings in the U6 division, youth referees are encouraged to mark game cards for goals, as well as substitutions. Refereeing is a learning process for our youth referees, and keeping track of the game helps them to become more skilled at the task of officiating.
11. U6 teams may have two (2) team functions per week, including games, but practices may not exceed one-half ($\frac{1}{2}$) hour.
12. At no time shall the spectators for opposing teams occupy the same side of the field. The home team, and its spectators shall occupy the north or west side of the field. The visiting team, and its spectators shall occupy the south or east side of the field.

U8 Guidelines

1. The game consists of two (2) twenty (20) minute halves. The quarter breaks will be every ten (10) minutes. The halftime will be five (5) minutes in length. Quarter breaks are one (1) minute in length and are for substitutions only. If parents would like to meet their player at the touchline to give them a drink, it is acceptable. Players are not to leave the field unless they are being substituted. Halftime is when teams have the opportunity to talk and rest.
2. The game is played with six (6) players per side, including the goalkeeper.
3. A game (lineup) card must be completed for each game and given to the referee, if one is assigned. If no referee is assigned, the acting referees (see item 7) will complete the card. The game card will be marked indicating team substitutions. Remember EVERY player must play one half of each game unless sick or injured. If a player did not play half a game, the reason must be noted. The game card must be turned in to the referee tent at the conclusion of the game. Game cards will be reviewed by Region staff on a weekly basis. Please see attached an example of a properly completed game card.
4. Coaches will be allowed on their side (defensive) of the field for the first two (2) games ONLY. After the first two games, the coach will remain in the coaches' area near the center of the field.
5. Do not set the ball for players for corner kicks, etc.; the players need to learn the restarts.
6. **At no time is it permissible for a team to play with more players than the other team.** If a team is short players, the opposing team must play short also or loan a player to the other team.
7. There are no penalty kicks. Any direct or indirect kicks will be taken from outside the penalty area. If a foul is committed by a defending team inside their goal area, the ball will be placed outside the goal line at the point nearest the foul.
8. Players will be given a second chance to throw-in the ball if a foul is committed on the first attempt.
9. If there is no referee at game time, each team will referee one half of each game. A parent, assistant coach, spectator, etc. can referee the game. At no time will a playing team's coach referee their own game while continuing to coach on the field.
10. Youth referees may be assigned to U8 matches. **At NO time is it acceptable for coaches, spectators, etc. to challenge these young people.** While the Region does not maintain standings in the U8 division, youth referees are encouraged to mark game cards for goals, as well as substitutions. Refereeing is a learning process for our youth referees, and keeping track of the game helps them to become more skilled at the task of officiating.
11. U8 teams may have two (2) team functions per week, including games, but practices may not exceed one (1) hour.
12. At no time shall the spectators for opposing teams occupy the same side of the field. The home team, and its spectators shall occupy the north or west side of the field. The visiting team, and its spectators shall occupy the south or east side of the field.

U10 Guidelines

1. The game consists of two (2) twenty-five (25) minute halves. The quarter breaks will be approximately every twelve and one-half (12 ½) minutes. Quarter breaks are for substitutions only, and the clock is not stopped. If parents would like to meet their player at the touchline to give them a drink, it is acceptable. Players are not to leave the field unless they are being substituted. Halftime is when teams have the opportunity to talk and rest.
2. The game is played with seven (7) players per side, including the goalkeeper.
3. A game (lineup) card must be completed for each game and given to the referee. Remember EVERY player must play one half of each game unless sick or injured. If a player did not play half a game, the reason must be noted. Game cards will be reviewed by Region staff on a weekly basis. Please see attached an example of a properly completed game card.
4. Coaches will remain in the coaches' area near the center of the field.
5. If there are no assistant referees at game time, each team will provide one "club" referee to assist the referee. The club referee will be responsible for indicating possession for throw-ins and determining offsides.
6. Youth referees may be assigned to U10 matches. **At NO time is it acceptable for coaches, spectators, etc. to challenge these young people.**
7. U10 teams may have three (3) team functions per week, including games, but practices may not exceed one and one-half (1-½) hours.
8. At no time shall the spectators for opposing teams occupy the same side of the field. The home team, and its spectators shall occupy the north or west side of the field. The visiting team, and its spectators shall occupy the south or east side of the field.
9. All other play conforms to FIFA Laws of the Game.

U12 Guidelines

1. The game consists of two (2) thirty (30) minute halves. The quarter breaks will be every fifteen (15) minutes. Quarter breaks are for substitutions only, and the clock is not stopped. If parents would like to meet their player at the touchline to give them a drink, it is acceptable. Players are not to leave the field unless they are being substituted. Halftime is when teams have the opportunity to talk and rest.
2. The game is played with nine (9) players per side, including the goalkeeper.
3. A game (lineup) card must be completed for each game and given to the referee. Remember EVERY player must play one half of each game unless sick or injured. If a player did not play half a game, the reason must be noted. Game cards will be reviewed by Region staff on a weekly basis. Please see attached an example of a properly completed game card.
4. Coaches will remain in the coaches' area near the center of the field.
5. If there are no assistant referees at game time, each team will provide one "club" referee to assist the referee. The club referee will be responsible for indicating possession for throw-ins and determining offsides.
6. Youth referees may be assigned to U12 matches. **At NO time is it acceptable for coaches, spectators, etc. to challenge these young people.**
7. U12 teams may have three (3) team functions per week, including games, but practices may not exceed two hours.

8. At no time shall the spectators for opposing teams occupy the same side of the field. The home team, and its spectators shall occupy the north or west side of the field. The visiting team, and its spectators shall occupy the south or east side of the field.
9. All other play conforms to FIFA Laws of the Game.

U14 Guidelines

1. The game consists of two (2) thirty-five (35) minute halves. The quarter breaks will be approximately every seventeen and one-half (17 ½) minutes. Quarter breaks are for substitutions only, and the clock is not stopped. If parents would like to meet their player at the touchline to give them a drink, it is acceptable. Players are not to leave the field unless they are being substituted. Halftime is when teams have the opportunity to talk and rest.
2. The game is played with eleven (11) players per side, including the goalkeeper.
3. A game (lineup) card must be completed for each game and given to the referee. Remember EVERY player must play one half of each game unless sick or injured. If a player did not play half a game, the reason must be noted. Game cards will be reviewed by Region staff on a weekly basis. Please see attached an example of a properly completed game card.
4. Coaches will remain in the coaches' area near the center of the field.
5. If there are no assistant referees at game time, each team will provide one "club" referee to assist the referee. The club referee will be responsible for indicating possession for throw-ins and determining offsides.
6. Youth referees may be assigned to assist the referee on U14 matches. **At NO time is it acceptable for coaches, spectators, etc. to challenge these young people.**
7. U14 teams may have three (3) team functions per week, including games, but practices may not exceed two hours.
8. At no time shall the spectators for opposing teams occupy the same side of the field. The home team, and its spectators shall occupy the north or west side of the field. The visiting team, and its spectators shall occupy the south or east side of the field.
9. All other play conforms to FIFA Laws of the Game.

U16 Guidelines

1. The game consists of two (2) forty (40) minute halves. Players are not to leave the field unless they are being substituted. Halftime is when teams have the opportunity to talk and rest.
2. The game is played with eleven (11) players per side, including the goalkeeper.
3. An area game (lineup) card must be completed for each game and given to the referee. Remember EVERY player must play one half of each game unless sick or injured. If a player did not play half a game, the reason must be noted. Game cards to submitted to the Area U16 Director.
4. Coaches will remain in the coaches' area near the center of the field.

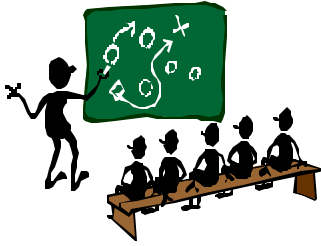
5. If there are no assistant referees at game time, each team will provide one “club” referee to assist the referee. The club referee will be responsible for indicating possession for throw-ins and determining offsides.
6. Youth referees may be assigned to assist the referee on U16 matches. **At NO time is it acceptable for coaches, spectators, etc. to challenge these young people.**
7. U16 teams may have three (3) team functions per week, including games, but practices may not exceed two hours.
8. At no time shall the spectators for opposing teams occupy the same side of the field. The home team, and its spectators shall occupy the north or west side of the field. The visiting team, and its spectators shall occupy the south or east side of the field.
9. U16 teams will play inter-Area teams, and travel will be required within Area 10D.
10. U16 teams will be subject to the rules and regulations of Area 10D.
11. All other play conforms to FIFA Laws of the Game.

U19 Guidelines

1. The game consists of two (2) forty-five (45) minute halves. Players are not to leave the field unless they are being substituted. Halftime is when teams have the opportunity to talk and rest.
2. The game is played with eleven (11) players per side, including the goalkeeper.
3. An area game (lineup) card must be completed for each game and given to the referee. Remember EVERY player must play one half of each game unless sick or injured. If a player did not play half a game, the reason must be noted. Game cards to be submitted to the Area U19 Director.
4. Coaches will remain in the coaches’ area near the center of the field.
5. If there are no assistant referees at game time, each team will provide one “club” referee to assist the referee. The club referee will be responsible for indicating possession for throw-ins and determining offsides.
6. Youth referees may be assigned to assist the referee on U19 matches. **At NO time is it acceptable for coaches, spectators, etc. to challenge these young people.**
7. U19 teams may have three (3) team functions per week, including games, but practices may not exceed two hours.
8. At no time shall the spectators for opposing teams occupy the same side of the field. The home team, and its spectators shall occupy the north or west side of the field. The visiting team, and its spectators shall occupy the south or east side of the field.
9. U19 teams will play inter-Area teams, and travel will be required within Area 10D.
10. U19 teams will be subject to the rules and regulations of Area 10D.
11. All other play conforms to FIFA Laws of the Game.

The Team Parent

It is recommended that each coach enlist the help of a team parent. This will enable you to focus on your primary job of coaching and team management. The team parent must also complete a volunteer application form and submit it to the regional CVPA. The team parent can help you create team rosters, snack schedules, order a banner, order trophies, organize the teams fundraising, and help coordinate other activities and make all those time consuming phone calls.



The Regional Coach Administrator

In addition to helping support and manage the Region's operations, the Regional Coach Administrator is the primary contact and advocate for all coaches. It is the Coach Administrator's job to support the coaches with information and questions that they may have. In addition the Coach Administrator also helps resolve any issues or concerns that the coach may have with his team, players, parents, game officials, other coaches, and spectators.

With the support of the Board of Directors, the Coach Administrator will monitor fields throughout the season including practice fields and game days to ensure that all coaches are conducting their team functions and themselves within the rules, guidelines, and philosophies of AYSO and to be available for any issues that may occur. Please keep in mind that any negative behavior or sportsmanship such as gossip, rumors, or verbal and physical confrontations are not allowed. The correct course of action if a problem or issue arises is to immediately contact Greg Stanfill or one of our Assistant Commissioners Doyle Williams and Al Jimenez at ARC@AYSO665.org. We are here to help and assist but it takes effort and communication from the coach in order to do so.

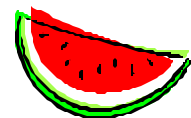
On the Field

One responsibility you have, as coach is to ensure each of your players has the appropriate equipment and uniform at each practice and game. Every player needs:

- ❖ Shin Guards
- ❖ Shoes (soccer cleats are strongly encouraged, no others will be allowed. Other shoes may cause slips).
- ❖ Matching uniforms at all games for all players (Logos other than AYSO are not allowed. Uniforms may not be altered).
- ❖ Jewelry and hard hair clips are not allowed due to safety reasons. In addition fingernails must be kept trim and neat.

It is also important to ensure that each player brings plenty of water or sport drink to practices and games. The high desert can be extremely dry and hot. Heat exhaustion or stroke are highly probable if you do not ensure your players are given adequate break periods and remain hydrated. If a player says they need to rest or needs water you must allow them to do so. It is recommend that your snack schedule for each game consist of:

- ❖ A half-time snack of fruit (oranges, watermelon, grapes, etc) and water or sports drinks for the entire team.
- ❖ A after game refreshment (water or sports drink) and snack (cookies, brownies, chips, etc) for each player.
- ❖ On hot days it is a good idea to have the team rest under shade (umbrellas, E-Z Up, or trees during half-time or after the game as a cooling down period).



End of the Game

At the final whistle, have your team quickly assemble to do a team cheer and line up at center field to shake hands with the opposing team. Exit the field as quickly as possible so that the teams for the next game may take the field for their pre-game warm-up.

Player Drops/Add

In the event a player drops from your team, notify your Division Coordinator immediately. Every attempt will be made to assign a replacement from the registration waiting list. **Do not under any circumstances recruit and fill an opening.** All registrations must be processed through the Region Registrar, Trinity Hemstedt before being placed on a team. Players on the wait list, if applicable, have priority placement status.

Game Day

Teams scheduled for the first and last games of the day are responsible for ensuring that the goals are set up and taken down on that day. You cannot do it alone and must ask your parents for help. In order to set up the goals on time and have enough time to warm up and check in your team it is recommended that you and your parents arrive at least one (1) hour prior to your game to set up goals. Assistance may also be required to help line fields on Saturday mornings or during the week. Please ask your team's parents if they are able to help in this area.

Make sure that your team is ready to check-in with the referee a minimum of (ten) minutes before your scheduled game time. All coaches are charged with completing a game card prior to the game and to supply it to the referee. The referee will turn in the game cards to the Region statistician for review.

Team Sponsors

Team sponsors are encouraged. While the cost of providing our regular season increases regularly, we make every attempt to keep our registration fee stable. Sponsors are recognized in several ways, which is stated on our Sponsorship letter and form, a copy of which is attached and may be used by your team. Sponsors obtained prior to creation of the team banner may have their name placed on the banner.

Sponsorship money is collected by team and board volunteers and placed into the general funds account to defer costs for the Region as a whole. If a team has a sponsor of at least \$100 and is able to secure another sponsor, they may use that sponsor to support the team by way of purchasing a banner, funding the team party or awards. However, only Region sponsors are eligible for the benefits stated on the Sponsorship Letter. If desired, sponsors may support individual league, All-Star or tournament teams that advance to post-season play.


Post-Season Opportunities

At the end of each regular season, qualifying league teams may advance to Area, Section and Tri-Section play. Also, divisions U19 – U10 may have one or more All-Star teams. Coaches and assistant coaches are selected from submitted applications; a copy of each application is included in this handbook. Any active coach or assistant coach may apply for an All-Star coaching position. The forms are available on our website, www.ayso665.org.



Game Cards

Coach - How to Complete a Game Card



Official Lineup Form

REGION 665 DIV U14B TEAM# 3

TEAM NAME Adrenaline

TEAM COLORS Orange

COACH'S NAME Roger Cowan

ASSISTANT COACH'S NAME Ralph McDonald

Team information is printed at the top of the Game Card

No.	PRINT PLAYERS NAME*	Goals Scored	Qtrs. Played			
			1	2	3	4
2	Kurt Nichols <i>Absent - Sick</i>					
3	Matthew Johnson					
4	Ramon Sanchez					
5	Johnny Jacobsen					
6	Roger Cowan Jr					
7	Mason Powell <i>C</i>					
8	Justin Nelson <i>Absent - Trip</i>					
9	Winston Peters					
10	Dennis McDonald					
11	Morgan Thomas <i>GK</i>					
12	Andrew Jones					
13	Timmy Jones					
14	Blake Houston <i>C</i>					
15	Rusty Cowan					
16	Spenser Graves					

*Indicate: GK - goalkeeper, C - Captain, A - Alternate Captain.
All players on roster must be listed; indicate reason for absence.

Date 11/15/03 Time 12:00 Field 3

Halftime Score _____ In Favor Of _____

Final Score _____ Winning Team _____

Referee must sign reverse side. _____ Losing Team _____

Each player on the team is listed on the card in jersey number order.

If a player is absent, indicate so next to their name, along with the reason for absence.

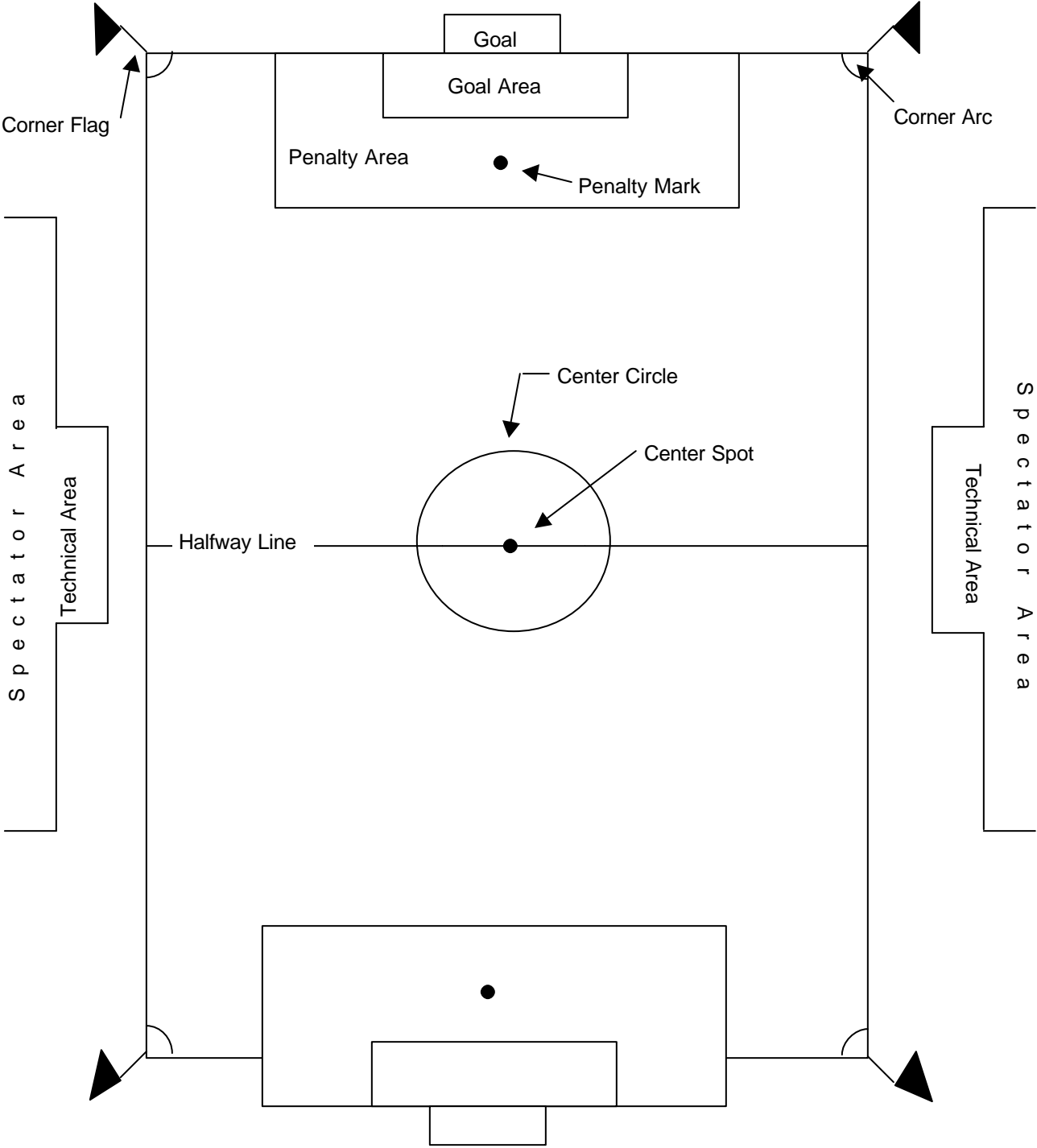
A "C" is marked next to the team captains. Most teams have two captains per game, and rotate the privilege amongst the players.

Writing "GK" next to the player's name shows the goalkeeper for the first quarter.

Insert game date, time & field information.

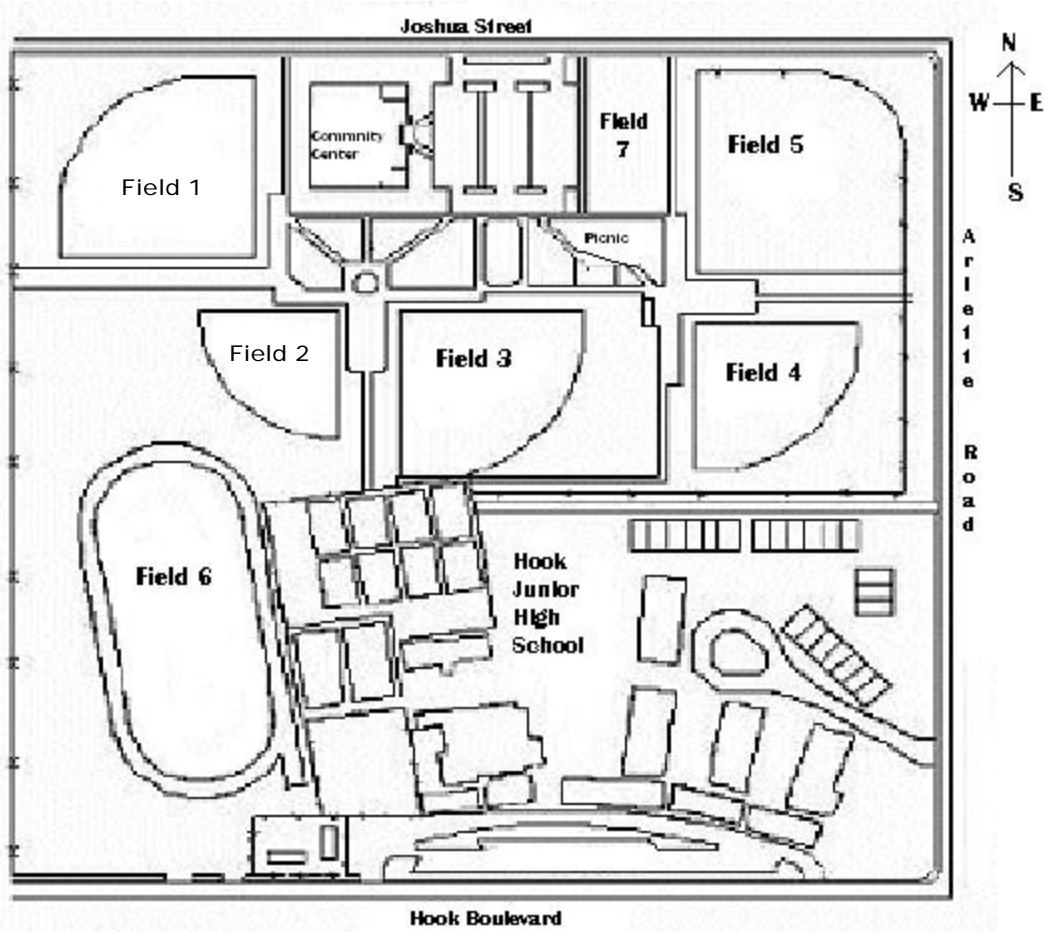
The game card should be completed prior to the game and given to the referee or assistant referee upon request. The referee or AR will complete the game card throughout the game and submit it to the referee station after the game.

Soccer Field Diagram



Not drawn to scale

MAP OF HOOK PARK





Coach Job Description



Job Description

Help team players develop their soccer skills. Be a role model and help team players develop good sportsmanship, a positive self-image, and good team habits.

No experience necessary. AYSO provides coaches training and support for new coaches.

Specific Duties and Responsibilities

1. Attend the pre-season coach meeting.
2. Attend the appropriate training session to learn about AYSO coaching philosophy and basic coaching techniques.
3. Organize the team before the season begins. Select an assistant coach (usually a team parent), training schedule, snack/drink schedule, uniforms & equipment.
4. Organize the team parents to assist (help with calls, reschedules, etc.)
5. Run one or two practices per week, develop team line-ups for games, attend regular and tournament games
6. Promote AYSO philosophy, support the regional commissioner, and cooperate with the regional coach administrator on all coaching matters.

Qualifications and Desired Skills

To be considered for the position of coach, the applicant should:

1. Fill out a volunteer form and be screened (applicable to all volunteer positions)
2. Attend training classes before the season begins
3. Be available at least one or two afternoons a week for practice and Saturday (morning or afternoon) for games.

Qualifications and Desired Skills

While performing as the coach, the volunteer is:

1. Subject to the bylaws, rules, regulations, policies, procedures, and guidelines of AYSO;
2. Under the overall authority of and directly supervised by the regional coach administrator, and supervised indirectly by the regional commissioner; and
3. To maintain the recommended supervision ratio of 1:8 or less; that is one adult for every eight or fewer children and two adults (one of whom may be the coach and one of whom should be of the same gender as the group) present at all times. For the protection of both the children and the volunteer, no volunteer should permit himself or herself to be alone with any child or group of children (except his or her own)

during AYSO-sponsored activities.

Time Commitment

The anticipated time commitment for a coach is a full year (fall and spring season)

Orientation, Training, Certification, and Continued Education Provided

To prepare a volunteer for the position of coach, AYSO will offer the following educational opportunities.

1. Orientation by the regional coach administrator;
2. AYSO Safe Haven Coach Certification;
3. Coach clinics;

Activity Locations

While performing the duties of coach, the volunteer is limited to the following locations, unless expressly authorized in writing by the regional commissioner to hold activities in another location.

1. Assigned field locations;
2. Assigned classroom locations;
3. Regional meetings;
4. The annual section meeting;
5. Region sponsored events; and
6. Independent work at home alone, in committees of adults, or in a properly supervised situation with children.