

**IYSA COMPETITIVE TEAM HANDBOOK  
2009-2010  
For Coaches and Staff**



**INDIALANTIC YOUTH SOCCER ASSOCIATION  
PO BOX 33612  
Indialantic, FL 32903**

**This handbook is to be considered an overview and does not include all rules and regulations that are set forth by Florida Youth Soccer Association and the Brevard Youth Soccer League, as well as any additional guidelines enacted by the club itself before and after the production of this handbook.**

## **PHILOSOPHY**

Player development is the core focus of the IYSA competitive program's philosophy. Optimum player development is achieved through a combination of soccer training, personal fitness, play time in multiple field positions, and first-class competition. Teams will be entered in league play and in tournaments commensurate with their ability. The coaching staff will make every effort to win games through judicious fielding and substitution of players.

## **TEAM FORMATION**

If a team is already established in a particular age group and gender, the established team's coach will have the following rights:

- ✓ Retention of established players
- ✓ First selection of tryout dates

### **Coach Selection-Existing**

If a coach would like to continue coaching their competitive team and, the following must be submitted to the Competitive Coordinator:

- ✓ IYSA Competitive Coach Application
- ✓ Coach/Volunteer Form
- ✓ Copy of Drivers License or State ID

The Competitive Coordinator needs to provide all of the original documentation to the Registrar. Copies will be made available to the IYSA Board Members and Director of Coaching. The IYSA Board will review the information provided and any other applicable information available; and will render a decision by the May Board Meeting.

### **Coach Selection-New**

If a coach would like to be considered for coaching a new competitive team, the following must be submitted to the Competitive Coordinator:

- ✓ IYSA Competitive Coach Application
- ✓ Coach/Volunteer Form
- ✓ Copy of Drivers License or State ID

The Competitive Coordinator needs to provide all of the original documentation to the Registrar. Copies will be made available to the IYSA Board Members and Director of Coaching. The IYSA Board will review the information and render a decision by the May Board Meeting. Consideration will be given regarding existing teams in that particular age group and gender.

## **Tryouts**

Tryouts for competitive teams are held the first week after the final game of State Cup competition. The Coach must notify the IYSA Competitive Coordinator two weeks prior to the final game of State Cup competition.

The Coach is responsible for:

- ✓ Selecting tryout days and times
- ✓ Hosting a tryout
- ✓ Promoting tryout location and times in whatever media form he/she chooses
- ✓ Expenses related to advertisement
- ✓ Selecting players for the competitive team
- ✓ Providing the Registrar with the results of the tryouts within one week of the conclusion

Player evaluation and selection may include but is not limited to:

- ✓ Mental Dimensions (character, discipline, and leadership)
- ✓ Physical Dimensions (endurance, strength, and speed)
- ✓ Technical Competence (skills)
- ✓ Tactical Awareness (ability to read the game)

It is the policy of Indialantic Youth Soccer Association that politics, friendships, personal relationships and financial contributions will not enter into team decisions.

### **Team Age Requirements:**

Each team is age-based. The age of the player on July 31 of the playing season determines the age group in which they are eligible to play. See website for current age group breakdowns.

- ✓ **Playing Down:** A player cannot play on a team younger than their age appropriate division.
- ✓ **Playing Up:** It is the opinion of IYSA that it is in the best interest of the player and IYSA that a player competes at their age appropriate level. If a player feels they can successfully compete at an older age, and that level of competition is in the best interest of the IYSA, they may tryout for the next available older team. It is at the discretion of the coach to decide if the player can compete at that level.

It is FYSA's policy that all players compete at a level they are capable of both physically and developmentally. For a player to move up more than one normal age grouping will require approval from the affiliate's director of coaching or agent of record and FYSA Director of Coaching. Failure to obtain proper permissions may result in the player being removed from the team's roster.

### **Uniform and Player's Equipment:**

All teams must wear the club approved uniforms. The uniforms must include the following:

- ✓ "Indialantic Force" across the chest
- ✓ Indialantic Youth Soccer Association Logo placed on the front of the jersey
- ✓ Number on the back that meets the specifications set forth by USSA, FYSA, BYSL, and IYSA
- ✓ Must be Navy or Columbia Blue; with the exception of the White Visitor jerseys

The player pays for the uniform, and it is theirs to keep. Players must provide their own soccer shoes and shin guards. Shin guards are required for practices and games. Each player should bring a soccer ball and water to practice.

If the player wears glasses, they must have protective eyewear, including a safety strap, approved for sporting activity. Jewelry is prohibited during games. If a necklace is worn for religious reasons, it must be taped down. Alterations to the uniform (including any alternate jersey) are not allowed.

### **COMPETITIVE REGISTRATION**

#### **Registration Deadline:**

Once the players have been selected, all documentation must be submitted including but not limited to:

- ✓ Registration form (online if code has been provided or hard copy registration form)
- ✓ Registration fees (made payable to IYSA)
- ✓ Player Conduct Form
- ✓ Parent Conduct Form
- ✓ Parent and Player Acknowledgement of Guidelines Form
- ✓ Copy of Birth Certificate or other legally acceptable form of birth verification
- ✓ Any other forms and fees required by the individual competitive team

These forms are due no later than June 17<sup>th</sup>, this will allow time for spots to be filled and for those who decided not participate to register for Fall Recreational Soccer. Earlier dates may apply at the discretion of the coach.

#### **Rosters and Players' Passes**

The Registrar will provide the Coach with the following:

- ✓ Roster including all approved and verified players and staff
- ✓ Signed Players' Passes for all verified players (Coach must get player signature and laminate individually)
- ✓ Signed Coaches/Staff Passes (Coaches must signed and laminate individually)

Requests for new/replacement Rosters or Passes must be made by Wednesday 11pm of that week for processing by that Friday.

#### **Fees:**

A breakdown of the player's fees will be provided to the parents/guardians of the players by the Staff of the Competitive Team. Player fees may include but are not limited to:

- ✓ Player Registration (good for one year August 1-July 31)
- ✓ Uniform Cost
- ✓ Referee Fees
- ✓ Trainer Fees
- ✓ Tournament Fees

Any fees directly related to Change of Status charges from FYSA will be communicated by the IYSA Treasurer and the team will be responsible for the reimbursement to the club.

Any fees assessed to the club due to dissolution of a competitive team will be paid by that team before any players are released.

### **GAME AND TOURNAMENT SCHEDULING**

#### **Game Scheduling**

The following process must be followed to have your team appropriately schedule for the Fall and Spring Season. It is the responsibility of the coach to provide the registrar with the information requested no later than the date provided by the Registrar.

- ✓ Coach will submit the Season Game Scheduling Form to the registrar filled out completely
- ✓ The Registrar will then provide the information to the appropriate scheduler
- ✓ The Scheduler forwards the Registrar the proposed groupings of the various teams
- ✓ The Registrar will forward this spreadsheet to the individual coaches
- ✓ The Coach must provide feedback within 48 hours
- ✓ If no feedback is provided then it will be considered approval of the grouping
- ✓ This form must be filled out for both Fall and Spring

#### **Tournament Scheduling**

Teams are responsible for registering for any tournaments. Should there be a tournament which requires the Registrar to register using the FYSA Secure System; the Coach will notify the Registrar in writing as soon as possible but no later than one week from the deadline.

Roster and player pass requests for tournaments must be submitted by Wednesday 11pm the week prior to the tournament. Should an emergency arise that requires a new roster, consideration will be given for the circumstance.

### **TRAINING**

The coach and coaching staff will first and foremost insure the health and wellbeing of the players during training sessions or any IYSA soccer activity. The coaching staff will develop a plan for each training day. This plan may involve activities, games or scrimmages as deemed necessary.

- ✓ IYSA provides a guideline that competitive teams will train on the field for a maximum of two sessions per week during the league season.
- ✓ Additional specialized training (such as goalkeeper training) may also be offered by IYSA. Please contact Director of Coaching for more information on what is available.

### **PLAYER RESPONSIBILITIES**

Players will receive a general Handbook with outlined expectations. They will also be required to sign and adhere to the Player's Code of Conduct on a yearly basis. It is recommended that each coach produce an individual document providing the player with the team's expectations and their responsibilities.

### **PARENT RESPONSIBILITIES**

Parents will receive a general Handbook with outlined expectations. They will also be required to sign and adhere to the Parent's Code of Conduct on a yearly basis. It is recommended that each coach address the parent's responsibilities in their team's document. Financial responsibilities should also be addressed.

### **FYSA/BYSL/IYSA REGULATIONS AND GUIDELINES**

Indialantic Youth Soccer Association follows the guidelines set forth by Florida Youth Soccer Association and the Brevard Youth Soccer League, as well as any guidelines enacted by the club itself. A few guidelines are listed below regarding frequently addressed issues. This is a synopsis of the guidelines. Please visit any of the organizations mentioned to see these and other rules in more detail.

### **DUAL ROSTER**

Players wishing to dual register to play on two soccer teams may request such status from the coach of his/her current team. By FYSA rules, the two teams must not participate in the same league under the same age group. Should there be a conflict; the player's commitment to the primary team must take precedence. There is a fee required for dual registration payable to the primary team club. The current fees are posted on the IYSA website. It is at the discretion of the coach to approve a dual registration for submittal to the Club Registrar. If there are no rule violations and both clubs agree to the outlined terms, then a dual roster will be approved and generated.

### **GUEST PLAYING**

FYSA teams may include guest players, if allowed by the rules of a specific competition. These guest players must be registered with FYSA or another US Youth Soccer affiliate organization. FYSA players may be allowed to guest play with another FYSA team or with another US Youth Soccer affiliate, if proper permission is granted by that player's original registering club.

- ✓ Permission of the player's current primary affiliate must be granted in writing by use of the FYSA guest player form.
- ✓ Permission to guest play may be denied by the affiliate at its discretion.
- ✓ Players who guest play shall not be allowed to transfer to the team or affiliate with whom he/she has been a guest player for the remainder of the seasonal year unless written permission is granted by the original affiliate. (Intra-club transfers are exempted with permission of the affiliate.)
- ✓ Playing a "guest player" without proper permission may result in a charge of playing an ineligible player under Rule 401.3 and/or falsification of a roster as defined under Rule 505.4.

#### **Guidelines Guest Playing BYSL Spring Season only**

- ✓ Competitive teams that play in the BYSL Spring Season will be allowed to use players from their own clubs recreation as guest players for a maximum of 3 games each.
- ✓ No player from other clubs or competitive teams will be allowed.
- ✓ No player previously registered to a competitive team at any time during that seasonal year, is allowed to guest play in the BYSL Spring Season
- ✓ No more than 2 guest players are allowed, per team, per game.

### **PLAYER RELEASE**

Players may decide that he/she no longer wishes to participate as a competitive player on an IYSA team. This player can request that he/she be dropped from the roster by the coach. Since this is a team sport, a drop request places pressure on the remaining players on the team and therefore will not be taken lightly. If the drop action reduces the team size below a required minimum, this action may render the team ineligible for league or tournament play. There shall be no limit to the number of removals per team unless prohibited by special rules of competition (i.e., State Cup).

Any player wishing to drop from an IYSA team must first request the change of status in writing from the coach of the team. If the coach refuses to allow the drop, the player can request a review from the Competitive Coordinator and then the IYSA Board of Directors. In all circumstances the player is responsible to the team for all registration, tournament entry, equipment and training fees owed prior to release from a team. There is a fee required for player requested release payable to IYSA Soccer. The current fees are posted on the IYSA website.

Players shall not be removed from a team's roster or released by the affiliate under any circumstances if the player is:

- ✓ Rostered to a team currently subject to roster freeze or
- ✓ Is serving a suspension (red card).

Should the affiliate deny the request, a reason must be given. Affiliates have the right to deny any release or transfer request for the following reasons:

- ✓ The player has guest played with the affiliate during the current seasonal year (FYSA Rule 209).
- ✓ The coach or team staff member is the player's ODP coach (FYSA Rule 208).
- ✓ There is a financial obligation to the affiliate.
- ✓ The request is received by the affiliate after December 1<sup>st</sup> of the seasonal year.
- ✓ Other contractual obligations to the affiliate.

Players released to the FYSA unconditional (S1 FYS 998 FYS) pool of players may be transferred to any affiliate for the remainder of the seasonal year, without notice to the original affiliate. **PLAYERS IN THE FYSA UNCONDITIONAL POOL MAY NOT PARTICIPATE IN ANY SANCTIONED EVENT.** They must be properly registered to a club.

In rare occasions, there may be irreconcilable differences between the coach and a player that is affecting the performance of the team. The coach may deem it necessary to release the player from the team. Any player release must be carefully documented and approved by the competitive team coordinator and director of coaching. If a player is released for non-payment of fees, IYSA may request that the player pass is suspended by FYSA until all fees are paid in full.

Released players **ARE NOT ELIGIBLE** to compete or participate in any FYSA sanctioned or sponsored event. **IN NO CASE IS A RELEASED PLAYER ENTITLED TO KEEP THEIR FYSA/US SOCCER PLAYER PASS.** The pass must be given to the Registrar upon release.

Once tryouts for the next seasonal year have begun, players who have no financial or other obligation to an affiliate must be released when the affiliate receives the written request from the parent of a minor player or the written request of a player who has attained the age of 18.

#### **SOLICITATION AND POACHING**

There is to be NO improper contact between the prospective team and the player/parents of currently registered and/or rostered players. Any coach or member of a team having contact with a player after a player is registered and/or rostered, without first obtaining written permission from that player's coach, will be construed as having had improper contact with a player, and such action can result in a charge of poaching.

- ✓ Improper contact is defined as any communication with a player other than the most casual, cordial communication necessary such as congratulations at the end of a match or similar such conversations. This contact specifically includes, but is not limited to, players participating in practices, training sessions, scrimmages or other soccer-related functions.
- ✓ Improper contact shall also include, but is not limited to, meetings with players/parents, attendance at team social functions when the player is not registered to that team, etc.
- ✓ Any such improper contact, no matter how generated, is prohibited without prior written notification and written consent of the player's current head coach, the club director of coaching and/or players, or the Agent of Record of the club to which the player is currently registered and/or rostered. A coach/volunteer or member of a team having contact with a player is charged with the knowledge of that player's registration and/or roster status and shall be held accountable for any unauthorized contact with any player currently not rostered to his team, regardless of how that contact is initiated or by whom.
- ✓ No coach, assistant coach, trainer, team representative, registered player, parent or advertisement may offer any kind of inducement to recruit a player and/or to transfer from his/her respective team, during the seasonal year as defined September 1 through August 31.

- ✓ Inducing a player includes, but is not limited solicitation to leave the current affiliate, offering a currently rostered player a roster spot on an existing team, or a roster spot for the next seasonal year.
- ✓ Coaches are responsible for the actions of the all of the above listed participants of their team.

#### **DISCIPLINARY ACTION OF PLAYERS**

On rare occasions, there is a need for disciplinary action of a player due to a display of behavior inconsistent with the spirit of youth soccer. These actions include but are not limited to persistent fouling in games, persistent yellow cards, red cards, or disrespect of coaches, parents or other players. Disciplinary action is at the discretion of the coach and may involve reduced play time, or even suspension from games.

#### **DISPUTE RESOLUTION**

If any dispute arises between the coach, his staff, parents or players that can not be amicably resolved, the disputing parties can request resolution from the competitive team coordinator. Should this dispute be unresolved to the satisfaction of all parties, the IYSA board of directors shall be the final resolution of all disputes.

#### **BOARD/CLUB MEETINGS**

It is recommended that each team send a staff member from their team to attend the monthly Board meetings. This is an excellent way to be informed and to also express your ideas and/or concerns to the Board. The dates of the meetings are listed on the Club Website.

**INDIALANTIC YOUTH SOCCER ASSOCIATION COMPETITIVE HANBOOK ACKNOWLEDGEMENT FORM**

I acknowledge that I have received and been given the opportunity to read the Indialantic Youth Soccer Association (IYSA) Competitive Handbook and have had the opportunity to ask questions regarding its application to our involvement with the IYSA. I understand that the Handbook is not a contract, express or implied, with the IYSA.

I acknowledge that I have read and understand the IYSA's policies and agree to abide thereby including, but not limited to the Player's Code, the Substance Abuse Policy and the Parent/Spectator Code.

\_\_\_\_\_  
COACHES PRINTED NAME AND SIGNATURE

\_\_\_\_\_  
DATE

**OFFICIAL USE ONLY:**

\_\_\_\_\_  
REGISTRAR SIGNATURE OF RECEIPT

\_\_\_\_\_  
REGISTRATION YEAR

\_\_\_\_\_  
TEAM CODE

\_\_\_\_\_  
COACH NAME

\_\_\_\_\_  
COACH VPN NUMBER