



AYSO REGION 88



Coaches Manual 2009 / 2010



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As you read this manual, if you find errors, please make note of them and contact the Coaches Handbook Coordinator so that we can improve next year's handbook. Thank you.

From the Commissioner

Spring 2009

Dear Region 88 Coaches,

First of all, thank you for volunteering to be an AYSO Region 88 Coach.

This season marks our 34th year as an AYSO Region and we have signed up a record number of players. That means we will have a record number of games. **Let's make this our best season ever.**

We as coaches are the basis of the program. We have been trained and are ready to coach a variety of ages and skill levels and are responsible for and spend the most time with the players. We set the tone for spectators and players at practices and games. We work with the referees to provide a wholesome positive environment for our players.

Region 88 is and will be offering Safe Haven, coaching, and referee clinics to prepare for the season. During the 2008 season, Safe Haven, coaches, and referee instructors set new records for training. This year we are anticipating doing the same. Last season, 99% of coaches met all of the certification requirements to coach in their respective divisions. In 2009, our goal is 100% and we do not intend to let a few individuals prevent us from reaching that. We expect to have more individuals who want to coach than we have teams that need coaches, so those who fail to meet the requirements to coach may find themselves replaced by someone who has the required credentials. Sign up early for the clinics you need to fulfill the requirements to coach in the division you are in.

Have a great season, check the website often and have fun.

Sincerely,

Aldo Mascheroni
Regional Commissioner
Glendale/La Crescenta AYSO Region 88
www.ayso88.org

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Special Events Coordinator
Spring Season Coordinator
Sponsorship Coordinator
Trophy Coordinator
Sportsmanship & Kids Zone Coordinator
Team Parent Coordinator
VIP Program Co-Coordinator
VIP Program Co-Coordinator
Graduation Series Co-Coordinator
Graduation Series Co-Coordinator

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General Information

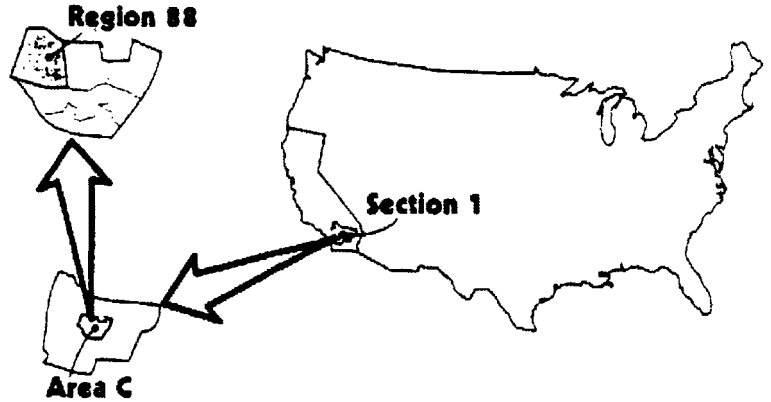
The American Youth Soccer Organization (AYSO) was founded in 1964 in Hawthorne, California. In 1980, there were 199,055 participants in AYSO in the U.S.A. By 2001, this number was 850,000 players signed up for AYSO with over one million players by the year 2004.

Youth soccer has expanded rapidly in this country and is second only to basketball in number of participants. Much of this growth is due to AYSO's philosophy of "Everyone Plays", positive coaching and good sportsmanship as well as to the ever-increasing interest in the fast-moving sport of soccer at all age levels.

AYSO nationally is divided into sections across the country. Each section is split into areas which are split into regions.

We are in Section 1, Area C, Region 88, which includes players from Atwater, Glendale, La Crescenta, La Canada, Tujunga, Sunland, Eagle Rock, and other surrounding areas. Region 88 was founded in 1976.

The other Regions in our Area include Region 2 (Arcadia), Region 13 (Pasadena), Region 40 (San Gabriel), Region 60 (Alhambra), Region 98 (Temple City), Region 214 (South Pasadena), Region 908 (South El Monte), and Region 1304 (Boyle Heights).



<u>Division</u>	<u>Birthdate</u>
Under 19	August 1, 1990 - July 31, 1993
Under 16	August 1, 1993 - July 31, 1995
Under 14	August 1, 1995 - July 31, 1997*
Under 12	August 1, 1997 - July 31, 1999
Under 10	August 1, 1999 - July 31, 2001
Under 8	August 1, 2001 - July 31, 2003
Under 6	August 1, 2003 - July 31, 2004
Under 5	August 1, 2004 - July 31, 2005

What Division is my child in this year?

*Players entering high school who MAY want to play soccer for their school, MUST play in the Under 16 Division, even if they are eligible to play in the Under 14 Division. **Under 14 coaches should confirm that none of their players plan to play for their high school.** Failure to move such a player up to U-16 will result in that player being unable to play in the U-14 Division playoffs that determine the Division Champion.

It is recommended that players bring a soccer ball to each practice session. Soccer ball sizes vary according to division:



Under 14, 16, 19
Size 5



Under 10, 12
Size 4



Under-5, 6, 8
Size 3

REGION 88 – GLENDALE / LA CRESCENTA

2009/2010

REGISTRATION INFORMATION

The following information pertains to registration, refunds and general policies for Region 88. Please check this information first, if your parents have any questions in these areas.

REGISTRATION:

Registration this year was "walk in" for players in the U5 through U10 divisions and players in the U12-U19 divisions were given the option of registering by mail. There were two early registration dates. Registration fees for all divisions was \$90.00 per player for those registering on the early registration dates, and \$110 per player for those registering after those dates.

REFUNDS:

All refunds must be requested through our website (www.ayso88.org). A full refund will be issued if notified prior to July 15, 2009. **There will be no refunds after July 15th.** Registered players withdrawing from Region 88 after the team draft will not be eligible to re-register until after the regular season has been completed.

HIGH SCHOOL PLAYERS:

Under-16 and Under-19 divisions have shorter seasons to permit AYSO players to play high school soccer. Under-14 players who intend to play high school soccer **must** play in the Under-16 division. **Under-14 coaches should confirm that players are not going to play high school soccer at their first team meeting or practice.** If you have a player in the Under-14 division (8/1/95 to 7/31/97 birthdays), and the player intends to play high school soccer this fall, please notify your division coordinator immediately, so that we can place the player in the Under-16 division. A high school player will not be able to play the full Under-14 season, causing a hardship for the rest of the team at the end of the season because he/she will not be available for the division tournament.

WHAT PARENTS SHOULD EXPECT:

AYSO is a national organization devoted to youth soccer with five fundamental principals:

1. Everyone Plays

Each player is guaranteed to play at least half of every game. Under 5, Under 6, Under 8 and Under 10 players are guaranteed to play three quarters of every game, if it's mathematically possible.

2. Positive Coaching

Coaches should use positive reinforcement and stress good sportsmanship. This principal extends to the conduct of parents and coaches toward opposing teams and the referees. Negative conduct toward players or referees is contrary to our organization and won't be tolerated.

3. Good Sportsmanship

Every child and parent in our program should understand the value of good sportsmanship and we will not accept the "win at any cost" attitude. We expect positive behavior, and we reward teams for their outstanding conduct at the end of the season.

4. Balanced Teams

We seek to maximize a child's opportunity over time to be on a competitive team and to expose children to both winning and losing by redrafting teams every year. Since we do strive for a competitive balance in our program, we expect full participation of all players at all practices and games.

5. Open Registration

As long as there is room on a team, every player who registers on time is accepted, regardless of ability. The number of teams is determined by the availability of fields and coaches.

ATTENDANCE:

Players and their parents have a responsibility to maintain reasonable attendance at practices and games. Parents are to inform the coach before practices or games if their child will be absent. Coaches have the responsibility to inform the Division Coordinator if a player has three successive absences - counting games and practices together. A player may be dropped if they have three successive absences without a valid excuse. This policy is necessary since there are waiting lists in most divisions with names of children who want to play soccer. **Only the Division Coordinator, in consultation with the Regional Commissioner has authority to drop a player from a team-coaches do not have that authority.**

SUNDAY PLAY:

The Region tries to avoid Sunday games in the younger divisions, but because of the shortage of fields in Glendale, all divisions may play some games on Sunday during the regular season. The older divisions will definitely play some games on Sunday during the regular season and during the Regional Tournament at the end of the season. Sunday games will usually start after 10:00am. Under-16 and Under-19 divisions will play their entire season on Sundays and some mid-week evening games.

SHORT SIDED GAMES:

Under-5 will be playing 3 vs 3 and each team will have 5 players.

Under-6 will also be playing 3 vs 3, but each team will have 10 players and divide into two five-player squads each week.

Under-8 will be playing 5 vs 5 and each team will have 13 players.

Under-8, Under-6 and Under-5 divisions are non-competitive, so this format allows players to touch the ball more and develop skills faster, and it's more fun.

The Under-10 division is a competitive 7 vs 7 format with 10 players on each team. If all players show up from both teams at an Under 10 game, they should still play 7 vs 7 and two players will only get to play half a game. Coaches should make sure that the same players do not play half a game until every player on the team has played only half a game at some point in the season.

Under-12 will play 9 vs 9 and have 12 players per team as a guideline.

Under-14 will play 11 vs 11 and have 14 players per team as a guideline.

Under-16 and Under-19 will play 11 vs 11 with their rosters set at 14-15. Under-16 and Under-19 rosters may be expanded, if necessary to allow all players that signed up to play; check with the division coordinator as to the maximum number of players allowed per team.

TEAM SPONSORS:

As in the past, each team is required to have a sponsor. It is the coaches responsibility to collect the sponsor fee. There will be three levels of sponsorship this season: a Bronze sponsorship fee is \$300, a Silver sponsorship is \$400 and a World Cup Gold sponsorship is \$500. The sponsorship fee for Under-5 teams will be only \$150, to reflect the smaller roster. If your team does not have a sponsor, your parents and you will be asked to contribute in lieu of the sponsor's contribution.

RULES REGARDING PRACTICE:

No practices may be held prior to August 1, 2007. **Practices held during August are voluntary practices.** Beginning the week of September 1, practices are restricted as follows: Under-19, 16, 14 and 12 divisions - one regular practice and one "voluntary" practice per week may be held. All other divisions, **one practice per week.** No additional "voluntary" practices may be held.

CLUB PLAYERS:

If a child is planning or considering playing for a club team this year, this should be noted on their registration form. **We do not recommend that players participate in both club and AYSO in the same season due to conflicts in schedules. Club players will not be allowed to participate in the all-star season. *Special draft rules apply to Club players as described elsewhere in this manual.***

Should you have any questions concerning the guidelines, please e-mail the appropriate Division Coordinator as listed on the next pages.

Always call your Division Coordinator first, before calling the Hotline (818) 957-AYSO, if you have a question or problem.

2009-2010

DIVISION COORDINATORS

Division

U19 Boys Coordinator
U16 Boys Coordinator
U14 Boys Coordinator
U12 Boys Coordinator
U10 Boys Coordinator
U8 Boys Coordinator
U6 Boys Coordinator
U5 Boys Coordinator

Boys

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Division

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U16 Girls Coordinator
U14 Girls Coordinator
U12 Girls Coordinator
U10 Girls Coordinator
U8 Girls Coordinator
U6 Girls Coordinator
U5 Girls Coordinator

Girls

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Always call your Division Coordinator first, before calling the Hotline (818) 957-AYSO, if you have a question or problem.

SAFE HAVEN

Annual Update for Coaches and Referees 2009-2010

AYSO recognizes five types of abusive behaviors:

1. Emotional: The most common; attacking the emotional well being and stability of an individual.
2. Physical: The most obvious; harming the physical well being of an individual.
3. Sexual: Frequently hidden; harming an individual through inappropriate sexual contact, lewd behavior, etc.
4. Neglect: Not always easy to identify; harming an individual by abandoning, ignoring, or rejecting basic needs.
5. Ethical: The newest; harming an individual by convincing him or her to do an act that is against his or her physical, moral, or ethical interests.

They all occur in youth sports and they all occur in AYSO.

Understanding the good touch and bad touch policy

Some forms of touching are acceptable as long as they are respectful and appropriate:

1. Touching should be in response to the need of the child, not the need of the adult.
2. Touching should be with the child's permission.
3. Resistance to touching must be respected.
4. Touching should never include the breast, buttocks, or groin.
5. Touching should be done in the open, not in private.
6. Touching should have a brief, limited duration.
7. Touching is age development and age sensitive; beware of the changes that occur as the players mature.

Volunteer Protection Act of 1997, Requirements for full protection:

1. Must be properly trained and certified.
2. Must be properly authorized to their job.
3. Must be performing duties as laid out in a position description.
4. Must act within the scope of AYSO's Policies, Procedures, and Guidelines

Child abuse is against the law

There is an agency in every state that is mandated by federal law to receive and to investigate reports of suspected child abuse and neglect. Remember: Reporting is a means of getting help for the child or a family.

California Volunteer Coaches and Referees are Not Mandated Reporters.

To make a report of suspected child abuse, call the CHILD ABUSE HOTLINE: (800) 540-4000 (24 hours).

Supervision Ratio

Maintain the recommended supervision ratio of 1: 8 or less. There must be two adults present at all times. One must be 21 years or older and the other must be at least 18. Of these two adults, one must be of the same gender as the group.

Nicole Battles
Region 88 CVPA
(818) 541-9579
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10 Major Responsibilities of an AYSO Coach

1. Hold a team meeting.
2. Attend coaches meetings. If you cannot attend, send a representative.
3. Be on time to all team practices and games.
4. Have the determination to achieve the philosophy of the AYSO program and all that the program represents in order to ensure a successful season that:
 - Results in fun for the children; and,
 - Positive and encouraging instruction, in the understanding of the game of soccer.
5. In the Under-5, Under-6 & Under-8 Divisions, fulfill your referee responsibility by enlisting a volunteer from your team. (Must attend Referee Clinic: Under 6-8's, or Regional Referee clinic). In the Under-10, Under-12, and Under-14 Divisions, fulfill your referee responsibility by refereeing the game following yours or by obtaining an approved substitute (must be certified as a Regional Referee or higher). In the Under-16 & Under-19 Divisions, perform as an Assistant Referee or (if qualified) Referee the game after yours when played in Glendale.
6. In the Under-10 and older divisions, report your score within 24 hours to your Division Coordinator.
7. Promptly communicate all information received from your Division Coordinator to each team member (enlist help from your team coordinator).
8. Fulfill your responsibility for field setup or take-down whenever it is your turn. Usually first or last game of the day (enlist help from parents on your team).
9. Follow through on coordination of any special events such as Opening Day, Team Photo Day, and other AYSO functions (work with your team coordinator).
10. Teach the appropriate skills for the division you are coaching. (See the Soccer Skills section of this manual)

Guidelines For Coaches

Everyone Plays

Each player must play at least one half (1/2) of each game for Under-14 and older divisions. It is the policy of Region 88 to encourage coaches to have players play three fourths (3/4) of each game during the regular season. Players in divisions Under-5, Under-6, Under-8, Under-10, and Under-12 must play three fourths (3/4) of each game, if possible. Coaches will be responsible for substitutions at each quarter to see that players have played the appropriate amount of time. Referees will monitor that the coaches are following this rule.

Player Registration / Medical Release

Each coach must have these forms available at all practices and games. They have pertinent information regarding insurance, emergency telephone numbers, medical release, etc. Make sure the parent has signed the medical release. Note: the Referees are not required to verify that coaches have the team medical release forms with them. It is the coach's responsibility to come prepared. Referees will allow the game to be played. Copies of the forms should be made for Assistant Coaches and the Team Coordinator, but they must contain a parent's original signature in order to be valid. Have parents sign the copies at the team meeting or first practice and give them to your assistant coach and team coordinator.

Official Line Up Forms

In the U-10 through U-14 divisions, these must be completed with players' names in numerical order prior to the start of each game and turned over to the assistant referee. It is easier for the assistant referee to look for the players' numbers than for the names. If a player is absent or ill, note it on the line-up card.

Referees

Coaches in Division U-10 and above are responsible for refereeing the game following their game, or must designate someone who is qualified to do so (must have attended Region Referee Clinic). If you have the last game of the day, your assignment will be the first game of the day at that same field.

Cooperate with the referees. They are volunteers, just like you, and do make mistakes, just like you. Referees do not shout at you about your coaching mistakes during the game-don't shout at them about what you believe to be their refereeing mistakes during the game. Insist that the parents of the players maintain proper decorum at all times. As the coach, you are responsible for the conduct of your team's parents and spectators. It is your responsibility to control them. Remember - we do not allow protests, except for illegal players.

Equipment

Coaches are responsible for their equipment throughout the season. Coaches should mark their soccer balls with their name and phone number, so that they can be returned if they are left at a field.

Players' Equipment

All players must wear complete uniforms at every game; socks must be of the same issued color. Players are required to wear footwear. Athletic shoes with cleats must have approved cleats; check with local soccer stores for shoes with proper cleats. No jewelry should be worn during games or at practices. (Referees are instructed to not let players wearing jewelry participate in games). Remember, the use of shin guards is mandatory for all players at practices and games.

Note: All casts and splints are prohibited in all AYSO practices and games.

Team Practice

No practice of any kind will be permitted prior to August 1st. At that time, coaches may hold voluntary practice sessions until September 1, when practices become mandatory. Our permits do not start until August 1st, and using the fields prior to that date can result in revocation of our permit for the season.