

**Alberni Valley Youth  
Soccer Association**

**Information Handbook**

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# MISSION STATEMENT

Soccer is the **Youth** of the Alberni Valley who play to learn soccer skills, meet friends and have fun! The Alberni Valley Youth Soccer Association is committed to providing the **Youth** of the Alberni Valley with positive experiences in soccer through physical growth, skill development and supportive coaching. We promise to provide all players, parents and coaches with positive experiences in soccer.

Soccer is about the **Youth** of our community; we want to provide them with continuous development of soccer knowledge, skills, sportsmanship and an enjoyable environment so they develop a passion for the sport

## Introduction

Alberni Youth Soccer association welcomes all new and returning coaches to the season. We hope the information provided in this handbook helps you and your team. Please feel free to offer suggestions or provide information you would like to see in the next edition.

AVYSA provides the coaches and all players with the equipment, uniforms and officials for U6 – U18 teams. Access to the goals, lined fields and facilities for all age groups, as well as a concession stand, scholarships for high school graduates, insurance and trophies for local tournaments are offered. Fundraising opportunities, uniforms for Rep and Select teams, participation in Regional and Provincial competitions are also available through the Association. Best of all is the Soccer Day Tournament and Social at the close of each soccer season.

AVYSA expects coaches to exhibit and encourage good sportsmanship and fair play, to treat all their players fairly, to show respect for officials, and encourages coaches to upgrade their coaching skills.

If you need further information or have a problem about the Youth Soccer Program, please call your Director. Names and numbers are listed on the website.

## Getting Started

Coaches meetings are held at the start of every Soccer Season. This meeting is mandatory, all new and previous coaches are expected to attend as important information is discussed and distributed. Directors will inform all coaches of the time and location of the first coaches meeting.

The meeting will tell you how to:

1. Pick up your equipment and uniforms (see equipment).
2. Book a gym or field for practice (see facilities).

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## DIVISION BREAKDOWN

SEASON Year In Which Play Ends	U18	U17	U16	U15	U14	U13	U12	U11	U10	U9	U8	U7	U6	U5
2017	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012
2018	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
2019	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014
2020	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015
2021	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016
2022	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
2023	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
2024	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
2025	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020

Example: a player born in 2006 would be in the U12 Division for the season ending in 2018

## **Registration Information**

AVYSA has online registration at [avsoccer.com](http://avsoccer.com) for each season with opportunities to register in the office if needed. Birth Certificate or Care Card (BC Service Card) is needed for first time registrants.

Coaches are not to handle any registration forms or payment and players will not play any league games until fully registered.

## **Registration Policy**

1. The Registrar is the only person authorized to accept AVYSA registrations.
2. Registration with the AVYSA or Upper Island Soccer Association to be handled by the Club Registrar only.
3. No player may practice with a team until registered with the AVYSA.
4. No player may play in a house league game until registered with the AVYSA.
5. Teams using players not registered properly risk losing the game by forfeit and possible coach and team suspension.
6. No more than three players from out of district may register on any one team.

## **Registration Fees**

Rates set annually at the Annual General Meeting. AVYSA soccer fees are \$70.00 for U5, \$120 for U6 – U7 and \$150.00 for U8 – U18.

## **Refunds**

If a player decides not to play after registering, a refund can be obtained by emailing the Administrator at [avsoccer@telus.net](mailto:avsoccer@telus.net) by September 29. Withdrawals will be subject to a \$20 administration fee. No refunds will be issued after this point in time, except for medical or injury, with a doctor's note (less a \$20 administration and BC Soccer fee).

## **Transfers**

Transfers between district clubs must be approved by both soccer associations and must take place before December 31<sup>st</sup> of the current soccer season. The Registrar must be informed of any transfers between teams and/or districts.

## **Coaches Code of Conduct**

1. Players participate for their pleasure and benefit, not mine. I will seek to challenge and push players to excel and develop without jeopardizing their overall enjoyment.
2. Coaches will seek to teach and not critique from the sidelines.
3. Coaches will seek to balance the demands that the team places on players in terms of time, energy and enthusiasm. Coaches will ensure that a player's commitment to the team is not unreasonable and jeopardizes their ability to succeed at school or other activities.

4. AVYSA supports a sports environment that is free from drugs, tobacco and alcohol. Coaches will respect that when attending AVYSA games or events.
5. Every player who is at a game will have the opportunity to play a reasonably equal amount of time. As a coach, I will seek to provide clear expectations and input for players based on their own abilities. Coaches will seek to provide fair and honest feedback to players and parents.
6. Coaches will encourage and support players to train and play hard, set the standards and ensure all players are aware of the expectations.
7. Coaches will seek to display control, respect and professionalism to all involved with soccer, respect the rules, the officials, opponents, parents, fans and team mates, and will encourage players and parents to do the same.
8. Coaches will make the health and well-being of players their number one priority. Coaches will seek complete information from parents with regard to injuries and will follow the advice of a physician when determining if a player is ready to train or play.
9. As coach I will put the team's interest ahead of individual interests. I will seek to make decisions that are best for the team, while respecting player's rights and interests.
10. As a coach, my primary objective will be to develop player skills, tactics and game awareness – rather than focusing on individual game scores or standings. I will teach that winning is not everything, but wanting to is.
11. Coaches who are also a parent of a player on their team will be diligent in ensuring that they do not show favoritism or have different expectations of their son or daughter.

#### **Parents Code of Conduct (as per BC Soccer)**

1. Remember that your sons/daughters are involved in organized soccer for their enjoyment, not yours.
2. Encourage your son/daughter to always play by the rules.
3. Teach your son/daughter that an honest effort is as important as victory so that the result of each game is accepted without undue disappointment.
4. Turn defeat to victory by helping your son/daughter to work toward skill improvement and good sportsmanship. Never ridicule or yell at your son/daughter for making a mistake.
5. Provide your son/daughter with plenty of encouragement because that is the best way they learn.
6. Show respect and appreciation for the volunteer coaches who give their time to provide sport activities for your son/daughter. Do not publicly question the coaches or manager's judgement and never question their honesty.
7. Never openly criticize the performance of a referee or an assistant referee.
8. Support all efforts to remove verbal and physical abuse from children's sporting activities.
9. Please let your son/daughter speak on their behalf.

Your child's coach will need all the support and help you can offer. Please make yourself available and volunteer some time if you can. Remember that coaches are volunteers!

## **Players Code of Conduct**

1. Players must remain respectful toward other players, coaches, referees and spectators.
2. Players should come to practices and games with proper equipment (i.e. soccer cleats, shin pads, soccer socks, uniform shirt, shorts, straps on glasses, no jewelry, no bandana's).
3. Signing up to play is a commitment to the team. You need to make every effort to be at all practices and games on time.
4. Take proper care of your uniform and return it to your coach at the end of the season.
5. Sportsmanship and integrity are fundamental components of the game.

## **Complaints**

If any coach, parent or player has a complaint, they are entitled and expected to submit their complaint in writing to the Chairman or Vice-Chair of AVYSA. Some complaints may need discussion between the Board of Directors, and if that is the case, once any decisions have been made; a Member of the Board will contact the parties involved. These decisions will be considered final.

## **MANAGING THE TEAM**

### **Players/Fields**

U5 teams consist of 3 players per side in the gym.

U6 and U7 teams consist of 4 players per side in the school gym.

U8 and U9 consist of 8 players per side on small sided fields.

U10, U11, U12 and U13 consist of 8 players per side on small sided fields.

U14 to U18 teams consist of 11 players per side on the turf full field.

### **Duration of the Game**

U5 – U7                      play two 20 minute halves

U8 – U11                    play two 25 minute halves

U12 – U13                  play two 30 minute halves

U14 – U15                  play two 40 minute halves

U16 – U18                  play two 45 minute halves

### **Start of Game (Rep & Upper Island only)**

U12 – U18 coaches provide a list of all players to the referee before half time. Each coach provides the referee with ID cards for all the team players and him/herself.

## **Team Name**

Notify the scheduler of the league you play in and your director of any change in your team name. Email avsoccer@telus.net, with the information. Please choose a team name within the first two weeks of soccer start up.

## **First Aid Kit**

It is recommended that all coaches provide a basic First Aid Kit that includes band-aids, tape tensor, bandages, freeze spray, eye patches, pro wrap and medical forms.

## **Game Etiquette**

Coaches, players and parents are expected to treat all officials, opposing team members, coaches and parents with courtesy and respect. Players of all ages are expected to participate in the ritual handshakes and cheers following the game.

## **Facilities and Use of School Gyms**

The use of school gyms for practices and games is a privilege, not a right. The School Board reserves the right to deny the use of gyms if problems arise. Information about booking a gym is available at the coaches meeting or from your Director.

## **Nets/Goals**

All coaches are responsible for setting up the nets/goal posts at the start of each day and removing the nets/goal posts at the end of each day. When the nets/goal posts are being set up for the first game of the day they need to be held down with anchors and straps, the nets/goal posts must be secured before soccer play to commence. The small goal posts used in Mini Soccer (6 – 8 aside) must be moved to the side of the large field and the nets/goal posts must be locked together.

## **Equipment & Uniforms**

All players are responsible for providing their own shorts, shin pads and soccer cleats. Although the youngest players use them for a brief outdoor season only, they are an integral part of the sport and worn by age U7 and up. Water bottles are optional, but the youth are encouraged to drink a lot of water after play to re-hydrate their bodies. Players buying their own soccer balls should be advised to buy leather or synthetic leather balls rather than a rubber one. U6 – U9 use a size 3 ball, U10 – U13 use a size 4 ball and U14 – U18 use a size 5 ball.

AVYSA provides U6 to U18 teams with the following:

- team uniforms (subject to uniform deposit)
- balls



- ball bag
- soccer cones
- goalie gloves
- goalie jersey

AVYSA supplies the shirts and socks. In order to extend the life of the uniform:

- Uniforms ARE NOT to be worn anytime other than games
- Uniforms ARE NOT to be washed with bleaching agent

Uniform deposit cheques will be collected by the coach in the following divisions: U10/11, U12/13 and U14+. Once team formations are complete the cheques will be organized accordingly with the team roster and will then be returned to all coaches in early March. The coach will then return the uniform deposit cheque and collect the uniform shirt last day of soccer. The player may keep the socks. In the event of loss or damage, the uniform deposit cheque will be cashed by the Administration. (See Registration Info.).

### **Safety Equipment**

All players are required to wear the appropriate safety equipment (i.e. soccer shoes, shin pads for all players plus athletic support and cup for boys). Coaches are instructed to ensure all players are properly equipped at all games and practices. Nets should be anchored down according to BCSA rules.

### **Schedules**

Only the Scheduler can change the schedule, if you require time changes for games or to cancel games, which are not due to weather please call or email your Director, or the AVYSA office at [avsoccer@telus.net](mailto:avsoccer@telus.net) to contact the scheduler. If your team cannot play a game for any reason, you must notify the Scheduler for the district in which you play, the opposing coach, and the Referee-in Chief. Avoid the situation of having officials' show up for a game that has been postponed or cancelled.

Only the Scheduler, Parks & Recreation, and the Referee can decide CANCELLATION of all games due to weather conditions. If games are cancelled due to weather, please have your players and parents refer to their coach or the website. Any of these options will be stated by 8:00am Saturday morning if the fields are CLOSED due to the weather conditions. If the website is not changed, the FIELDS will be considered OPEN and all games will be played as per the schedule. If fields are closed, Division Directors and Coaches will be informed early in the morning so players can be notified ASAP.

For soccer updates and current information about major events with AVYSA, check the website ([www.avsoccer.com](http://www.avsoccer.com)).

## **Team Formation of All Age Groups**

### **House League**

Every effort will be made to form teams of equal strength in each age group. This will be achieved by grouping equal numbers of 1, 2 and 3 graded players. (With 3 being the more highly skilled players). The previous season's coach will grade the players.

### **Coach Selection**

Anyone interested in coaching at any level is encouraged to do so by the club. At the house level coaches are selected based on the interest expressed on registration forms and previous involvement with the association. Our organization actively promotes the development and training of coaches through applicable courses and support from the Board Members and Volunteer organizers.

To Coach a Rep team level, interested persons must submit their application and credentials to the Chairman prior to April 15<sup>th</sup> to be considered for a coaching position for the following season. The previous season's coach must do the same or risk the opportunity to return as coach. This applies to Upper Island and Rep teams. The application and credentials will be reviewed by and approved by the AVYSA Board.

The Board will evaluate suitability using the following:

1. Coaching credentials.
2. Previous experience playing soccer and other sports.
3. Previous parent assessments.
4. Any praise or complaints written to AVYSA.
5. Previous experience with children.
6. The ranking of the coach's children.

### **Grading Criteria**

Levels are 3 (strong), 2 (average) and 1 (developing) for house league evaluations where players are compared to all others in their age group. Coaches must submit grading to their Directors by the end of the soccer season. Comments from coaches expressed on the evaluation forms will be used during assessments or team formation to evaluate players for the upcoming soccer season. The coach's perspective on players is vital to this process, as certain aspects of a player's evaluation (e.g. attitude and game play) do not always arise during assessment sessions. New players to the game will be graded as a level 1 player. New players to the club will be graded as a level 2 player.

### **Playing Down**

The association is bound by BCSA guidelines regarding the ability of clubs to allow players to play down an age group. Applications to do so are approved by BCSA on a case-by-case basis. Usually these exceptions allow for children with physical or mental challenges that would inhibit their ability to play with children their own age. The club must have an application to do so directed to the chairperson before

the start of the playing season in order to address the individual's specific needs. The application will then have to be confirmed by AVYSA, UISA and BCSA.

## **Playing Up**

AVYSA supports both the BC Soccer Policy on Player's playing up and Canada Soccer's principles of Long Term Player Development. Below is the BC Soccer Policy on which individual player's wishing to play-up will be evaluated.

### **INDIVIDUAL PLAYERS PLAYING UP**

The selection of a player to play at a higher age category will **ONLY** be supported by BC Soccer and the AVYSA if the player meets these guidelines.

1. **Technical Ability:** A player must demonstrate a high degree of individual skill, which must be transferable to competitive match situations. In addition, a player's individual skill must meet or exceed the technical abilities of other participating players within the older age category the player wishes to participate in.
2. **Physical Ability:** A player must meet or exceed other players within their age category in physical strength, technical skill and speed, and have the ability to blend in with players of the intended age group.
3. **Mental Ability:** A player must meet or exceed other players within their age category in game awareness and general knowledge of the game. To include the mental strength that will be necessary when dealing with older and physically superior opponents.
4. **Social Ability:** A player must be able to interact with players within the older age category on and off the field (games, dressing room, training and social gatherings).

**AVYSA Addendum:** We believe this policy will affect very few players. Players wishing to play up must fit into the top 10% in terms of the above categories in the division they wish to move to, therefore eliminating most players. We believe that the decision must be in the best interest of the player and also the other player's development.

#### **Procedure:**

1. A written letter provided to the AVYSA board from the parent or guardian, stating the player's name and division they wish to move to. Letter must be provided in a sufficient time frame as to have the player evaluated before the coming season. This must be completed for each season a player wishes to play up.
2. Technical Director or qualified representative of the board evaluates the player using the form found below. Evaluator speaks to player, family and past coaches as part of the evaluation process.
3. Evaluator provides the evaluation sheet to the board with a recommendation for board approval.
4. Decision is provided to the family and player.

### Evaluation Sheet

Core Competency	Level	Comments	Yes/No
Technical Ability			
Physical Ability			
Mental Ability			
Social Ability			

Note: Players are evaluated based on the standard to which they want to move up to.

- 10 – Exceptional
- 9 – Very Good
- 8 – Good
- 6 - 7 – Average
- 0 - 5 - Developing

#### **Diadora Cup**

Diadora Cup is the B.C. Soccer Association’s provincial soccer play-offs. There are three divisions:

- ‘A’ Cup teams are formed by the Upper Island District (usually a metro team).
- ‘B’ Cup teams are teams that play in the Upper Island Soccer League.
- ‘C’ Cup teams are house teams that wish to challenge.

The winner of the Upper Island play-offs then plays the Lower Island winner, to advance to the provincials.

The Alberni Valley teams who host the Diadora Cup play-off games traditionally offer hospitality to the visiting teams. AVYSA will arrange for the use of Echo Fieldhouse and will provide coffee, drinks and dessert upon request by the hosting coach. The team provides sandwiches and desserts for the players, coaches and parents of both teams. The host coach should inform the visiting coach ahead of time they are invited for post-game refreshments.

AVYSA provides assistance for ferry travel to Cup games, but you must apply to the AVYSA’s Board.

#### **Island Cup**

Island Cup is a challenge cup between Upper Island and Lower Island only. Upper Island Rep Teams, B Level, from ages U13 – U18 can enter. The winner of the Upper Island play-off then plays the Lower Island winner for the CUP.

#### **Rep Teams**

“Rep” teams can be formed in age groups from U12 Development (super 8), U13 to U18 if participation in the Upper Island League, Diadora Cup and Island Cup playoffs is desired. Every player in the age

group must be informed and must be given the opportunity to try out for the team. All coaches wishing to coach rep teams must apply to AVYSA for permission.

The rep team player's first commitment must be to his/her house league team. Parents of rep team players are financially responsible for their child's involvement with the team (travel, etc.).

After the coaches are selected, they will hold a minimum of 2 tryouts for players. At the commencement of tryouts, AVYSA will provide a neutral group of individuals to work with the coaching staff in selecting players for the team. Rep teams should carry a minimum of 15 players to a maximum of 18 players.

### **Keener Programs**

A coach or group of coaches (upon approval of the AVYSA Board) can offer Keener Programs from U6 to U12. Keener Programs provide additional opportunity for youths in these age groups to develop their soccer skills, by offering extra training sessions and games. These programs involve equal participation for all children interested and must provide a minimum of 50% playing time for each child per game. Every player in the appropriate age group is to be contacted so they each have the opportunity to play in the Keener Program. No player will ever be cut from the Keener Program, unless there are extraordinary circumstances, which will be brought before the AVYSA Board Members for review. Examples of players apt to be cut are those who are continuously disruptive and disinterested. If enough youths are interested two groups can be formed.

### **Program Development and Technical Clinics**

The AVYSA is dedicated to providing opportunities for our players, coaches and officials to improve their soccer skills. Theory and technical clinics will be scheduled throughout the year and all age levels are urged to take full advantage of them. As development clinics come available to us, they will be offered via the AVYSA Website and/or handout sheets to the players. Clinics are generally paid for by the AVYSA. We encourage the coaches, parents and players to forward positive suggestions for clinics of interest to the attention of the Development Director.

The Association has a comprehensive library of soccer books and videos which coaches are encouraged to use. For a current list of available titles and rules for borrowing, contact the Administrator.

### **Coach Development**

AVYSA endeavors to provide all coaches with the technical training required to be competent at their coaching level. AVYSA will fund and organize training locally where possible for clinics as the need is identified. We encourage all persons aged 15 or older to take advantage of these 'no cost' opportunities.

Training available includes:

- Active Start (U6)
- Fundamentals (U7-U8)
- Learning to Train (U9-U12).
- Soccer For Life (U13+)

## **Player Development**

AVYSA also strives to provide additional development opportunities for youth playing in our organization.

These may include:

- Whitecaps weekend Soccer Camp.
- Pacific Sport training sessions.
- Assorted Professional Day camps.
- Weeklong or weekend camps during the Summer.

Normally the child will be expected to pay for these activities, but AVYSA may subsidize them to keep them as affordable as possible.

## **Development Program – Mini Soccer**

- Institute small-sided games to maximize player contact time with the ball resulting in skill improvement.
- Provide a lower player-to-coach ratio, allowing the coach to teach basic skill development without managing a large group.
- Provide each coach with the CSA Skills Assessment Format to measure basic soccer skills throughout the year.
- Offer CSA level I and II coaching certification courses.
- Ensure all coaches are aware of the various educational soccer videos and to encourage their use.
- To pilot a “junior development” keener program at the U10 to U12 level.
- Maintain number of players on the field is appropriate to the development stages of children in each age group as well as meeting the needs of the player’s level of social development.
- Emphasis how small-sided games maximize player contact time with the ball and speeds skill improvement. It provides an excellent environment to nurture skill development, creativity and most importantly, self esteem.
- Provide the coach with a greater opportunity to place emphasis on teaching individual players rather than managing a large group. Concern for player and team development is given greater emphasis.

## **General Description of Small Sided Games**

- U6 – 3 vs 3 with no goalkeeper. This is designed to give every player frequent opportunity to kick the ball and to provide a playing environment that is focused on having fun with the ball. One coach per team is allowed on the field to provide instruction to his/her team.
- U7 – 4 vs 4 same as above. It allows for the development and understanding of the soccer triangle, which is the basic unit concept in soccer.
- U8/U9 – 8 vs 8 with one of the 8 being a goalie. No coaches on the field of play unless to attend to an injured player.

- U10/U11 – 8 vs 8 with one of the 8 being a goalie.

### Mini Soccer Rules

- Game starts at center. U6/U7 can pass back. U8 – U11 must pass forward.
- Free kicks – no direct free kicks. Only indirect free kicks. Defending team must be at least 6 yards from the ball.
- Penalty kicks – indirect only. Wall can be set up but must be at least 6 yards from the ball.
- Corner kicks – defending team must be at least 6 yards away from the ball.
- Goal kicks – taken anywhere in goal area. Other team must be at least 6 yards away.
- Sideline out of bounds – U6 & U7 by indirect free kick. U8 – U11 by throw in. One re-throw will be allowed if the first one is incorrect.
- Offside – no extreme goal poaching allowed. In U8 – U11 the positioning of a player in the opponent’s end of the field in anticipation of a long ball, when the ball and other players are in or near the opposite end of the field is contrary to the aims of player development. The referee shall take appropriate action to prevent this kind of play by awarding an indirect free kick to the offended team at a location to be determined by the referee.
- Duration – there are to be two 25-minute halves.
- Referees – in U6 & U7 no formal referees will be assigned. Coaches will referee and time keep. In U8 – U11 referees will be assigned.

### Officiating

Coaches act as referees for U5, U6 and U7 games.

AVYSA provides referees and linesmen for outdoor games played by U8 – U18. The young officials start their officiating duties by running lines, refereeing games for the youngest age groups, and then graduate to refereeing games for teams up to 2 years younger than themselves or running lines for teams up to the same age as themselves.

Although most adult referees do not accept payment, AVYSA does pay all youth referees by the following guidelines:

Referring	U8/9	\$15
	U10/11	\$15
	U12/13	\$20
	U14-U18	\$25
Running Line:		\$15

### Clinics

In September, the Referee-in-Chief will provide an informal clinic on officiating for any coaches who are interested. It is recommended that all new coaches attend.

The Youth Competitive Referee Certification Clinics are organized when a determined number of participants register, preferably in the fall. The minimum age is 14 years to take the clinic. There is no

cost to participate. If you coach players who are old enough to qualify, please inform them of this opportunity in September and give the names of those interested to the Referee-in-Chief as soon as possible.

The clinic consists of 16 hours of instruction, usually held Friday evening, all day Saturday and Sunday morning. Those who successfully complete the course receive a referee uniform, badge, set of cards and a whistle.

### **Soccer Day**

Soccer Day is the final day of games for all teams who play in the local house league.

Teams in all age groups play outdoors. Teams will play two games and will be shorter than usual.

All players and coaches will have a lunch provided.

### **Team Pictures**

The cost of the team and individual photographs are included in the price of registration. Coaches will be notified of the time and date for their photo sessions.

### **ID Cards (Upper Island League & Cup Play Only)**

British Columbia Soccer Association (BCSA) rules that all players and coaches of teams aged U12 and older must provide photo ID at each game. AVYSA bears the cost of producing ID Cards for new players, players moving in to the U12 age group and ID cards that are more than 3 years old. Coaches are responsible to the ID Cards for their players (including rep teams) and should give them to their Director at the end of each season. Do not give ID Cards to the players.

### **Disaster Plan**

Coaches and team parents should decide on procedures to follow a disaster. If a disaster occurs please marshal at the Bob Dailey Stadium – Glenwood area and establish that all your players are accounted for.

### **Traveling**

AVYSA does not provide travel funds for routine league games in other cities. All parent and volunteer drivers should have a minimum of \$2,000,000 third party liability on their personal vehicle insurance.

Teams who travel to out of town games will probably want to arrange car pools. Some teams make formal arrangements ahead of time to ensure there are enough drivers, some ask the players to make their own arrangements, some just have everyone show up at Echo on Sunday morning and send extra drivers home. Some teams ask players who need rides to provide the driver with gas money. Players should be reminded to bring dry clothes and shoes with them for the trip home and money in case they decide to stop for food.



AVYSA policy discourages teenaged players from driving to out of town games. If a player is injured, he/she might be unable to drive him/herself home. Some parents are also uneasy about allowing their children to ride with inexperienced drivers.

Coaches who are traveling to Powell River should consult with the Powell River coach ahead of time about travel arrangements. Group rates on the ferry are available if arranged in advance and Island teams usually walk on the ferry to be picked up on the other side by Powell River parents who drive them to the field.

Cup games forced off the Island may have ferry expenses reimbursed to a maximum of 3 vehicles and 21 people.

### **Sponsorships**

All Sponsors are the property of the AVYSA. The AVYSA Executive Board Members will determine who receives the sponsorship money and decide how it will be distributed.

### **Fundraising**

Teams can participate in other fundraising activities, such as car washes, bake sales, bottle drives and chocolate sales.

### **Scholarships and Bursaries**

AVYSA provides three financial awards towards post-secondary education of \$500.00 each to high school graduates who are currently involved with AVYSA as a player, coach or official. Because scholastic achievement is only one of the criteria for these awards and because they can be used towards tuition at institutions other than universities (trade schools, etc.), coaches should encourage all graduating players to apply.

Coaches will be asked to write a letter of reference for students who apply, citing evidence of the player's sportsmanship, leadership and contribution to their team and the sport. Students should be advised at the start of the season to contact ADSS counseling Department for an application in the spring.

### **Coaches Responsibilities**

Coaches should arrange for the return of all uniforms for U6 – U18 teams. Coaches who plan to hand out gift trophies or medallions are advised to do so at a practice or after a game, to avoid disappointing other children.

### **Soccer Social**

AVYSA holds a social event at the end of the soccer season to thank coaches, assistant coaches, team managers, adult officials, other volunteers, sponsors and any person who contributed to the AVYSA program.

## **Annual General Meeting**

AVYSA's Annual General Meeting is held in the spring. All coaches, assistant coaches, team managers, officials, sponsors, parents/guardians of players and anyone interested in youth soccer are encouraged to attend. The meeting consists of reports from Directors, election of officers and questions or suggestions from the floor.

## **Discipline**

**Player:** If one of your players receives a red card from the referee, he/she must not play the next regularly scheduled game. If the Discipline Committee feels further action is warranted, they will contact the coach and player to request their presence at a hearing to determine if the player should be suspended from additional games.

**Coach:** Coaches who display inappropriate behavior towards a player, coach, referee or parent will be subject to disciplinary action by the Alberni Valley Youth Soccer Association. The following outlines the steps taken if disciplinary action is required:

- First offences receive a verbal warning.
- Second offences receive a written warning.
- Third offences receive a suspension indefinitely with a hearing to follow with the Disciplinary Committee.

Before any process or action is decided, all sides will be given an opportunity to discuss the issue.

## **Player Suspension or Retirement**

Notwithstanding that the object of the AVYSA is to develop the character as well as the soccer skills of our players, a coach may, after consultation with his/her division coordinator, for valid reasons, temporarily suspend or retire a player from the team. Valid reason shall be defined as (but not necessarily be limited to):

1. Disruptive behavior or attitude.
2. Unwillingness or inability to follow rules.
3. Unwillingness or inability to follow requests of the coaching staff.
4. Persistent dissension at practice.
5. Excessive number of cautions during or ejection from league and exhibition games.

Players so retired by the Club will not be eligible for any refund of registration fees. Players and/or parents may (in writing) request an immediate review of suspension or retirement by the Executive.

## **Liability Insurance**

### *Why Liability Insurance?*

Because no matter how careful you are, accidents happen. In addition, you can be sued by anyone who claims injury or damages resulting from your activities. You may not be liable, but you will need to be

defended in court. A liability policy will pay for this defense as well as any costs awarded against you. In short, liability insurance gives you peace of mind.

#### *Who is Insured?*

All members of your organization, including executives, managers, coaches, trainers, officials, employees and volunteers while acting within the scope of their duties on your behalf.

#### *Activities Covered*

Sanctioned or authorized events within your sport discipline, including related training authorized by you.

#### *General Liability Insurance*

The policy will pay those sums that the insured becomes legally obligated to pay as compensatory damages because of bodily injury to or damage to property of others, such as spectators, passersby, property owners and others resulting from your operations or actions. Coverage includes your legal liability for injury to participants.

Limit - \$5,000,000

Including the following extensions:

- Premises, Property and Operations
- Products and Completed Operations
- Blanket Contractual
- Personal Injury (libel and slander)
- Employees as Additional Insured
- Cross Liability
- Non-Owned Automobile (in most cases)
- Tenants Legal Liability \$250,000

A deductible of \$500 applies to bodily injury, property damage and legal expenses.

#### *Directors and Officers Insurance*

Directors and Officers may be sued for actual or alleged errors or omissions while performing their duties as officials of the organization. D & O Insurance will pay those sums the organization; directors and officers become legally obligated to pay as compensatory damages because of a wrongful act.

Limit - \$5,000,000

Deductible - \$500

### **Sport Accident Insurance**

Coverage for practices, games and team travel. One plan covers all participants, managers, coaches, executives and field officials throughout the entire season.

**For each separate accident the Plan pays:**

#### *Dental – Up to \$10,000*

For dental treatment resulting from injury to sound natural teeth and completed within 52 weeks of the accident.

*Accident Reimbursement – Up to \$25,000*

For costs not insured by Provincial Medical Plan, including crutches, splints, medical braces, emergency ambulance, excess physiotherapy (\$30 per visit to a maximum of \$300 per accident), prescription drugs for the injury, etc., incurred within 52 weeks of the accident.

*Principal Sum Benefits – Up to \$50,000*

In the event of Loss of Use of Hands, Arms or Legs: Quadriplegia, Paraplegia, Hemiplegia; Loss of Speech and Hearing or Dismemberment occurring within 52 weeks of the accident (benefit as scheduled).

*Accidental Death- Up to \$25,000*

In the event of accidental death occurring within 52 weeks of the accident.

*Fracture Indemnity Benefit - Up to \$500*

For fracture of bone or bones (including chip and linear fractures).

*Rehabilitation Indemnity Benefit - Up to \$3,000*

For special occupational training required due to an accident.

*Tuition Fees Reimbursement – Up to \$2,000*

For tutorial services made necessary by post-accident confinement.

*Emergency Transportation Benefit – Up to \$50*

For transportation from arena or field to nearest hospital or doctor's office.

*Eyeglasses and Contact Lenses Expense – Up to \$100*

For repair or replacement of eyeglasses or contact lenses when damage results from an accident which required the Insured Person to receive treatment by a physician or dentist.