

Rochester Youth Soccer Association
Recreation Soccer
Parent & Player Manual



Last update: November 2010
Rochester Youth Soccer Association (RYSA)
380 Woodlake Drive SE, Rochester, MN 55904
Phone: 507-280-7584

RYSA CONTACTS

RYSA Board of Directors

Max Trenerry – President
John Poe – Vice President
Mark Pacsoza – Treasurer
Jayne Bushman
Jeff Cabalka
Anne Zimmerman

Other Contacts

Registrar: Casey Lineberry (rysaoffice@gmail.com) 280-7584
Director of Coaching: Neil Cassidy (rysacoachingdirector@gmail.com) 280-7584
Director of Player Development: Chris Belcher (rysaplayerdevelopment@gmail.com)
Field Maintenance: Mike Schamburek 285-9321
Rochester Invitational Soccer Tournament:
Game Field Coordinator: Tom Sand and Joe Doppler
Visit the RYSA web page for the latest updates. <http://www.rysa.org/>

Recreation Committee

Chair: Paul Keller
Past Chair: Cheryl Root
Financial Secretary:
Secretary:
Equipment Coordinator: Scott Reese
Uniform Coordinator:
Practice Fields: Casey Lineberry
Sponsorships: Jayne Bushman

Age Group Coordinators: See RYSA Web page for list and contact information

Table of Contents

1. RYSA Recreation Soccer	4
1.1. Mission Statement	4
1.2. Recreation Committee Structure and Functions	4
1.3. Recreation Committee Positions, Duties and Responsibilities	4
1.4. Team Placement	5
2. Responsibilities	7
2.1. Player Responsibilities	7
2.2. Parent Responsibilities	8
2.3. Coach Responsibilities	9
2.4. Officials	10
2.4.1. Responsibilities of 1st and 2nd grade parent monitors.	10
2.5. Games	10
2.5.1. Small Sided Games – A note from our Coaching Director	10
2.5 Uniforms and Player Equipment	11
3 Acquiring Funds	12
3.1 Fund-Raising	12
3.4 RYSA Scholarships – RYSA Fuad Mansour Scholarship	12
4 Restrictions and Safety Issues	13
4.2 Insured Practice Areas	13
4.3 Anchoring of Soccer Goals	13
4.4 Protective Head Gear, Jewelry, Eyeglasses	13
4.5 Substance Abuse Policy	14
4.6 RYSA Risk Management Policy	14
4.7 Grievance Procedure	15

The RYSA Recreation Soccer Organization

1.1. Mission Statement

The purpose of Rochester Youth Soccer Association Recreation Soccer shall be to promote and foster a fun and positive soccer experience for youth grades 1-12 in Rochester and the surrounding communities. We offer both a spring and fall season of recreation soccer. This program is affiliated and governed by MYSA and USYSA, which are affiliated with the U.S. Soccer Federation (USSF) and the Federation Internationale de Football Association (FIFA). More information about these organizations can be obtained by writing or accessing the following locations:

Minnesota Youth Soccer Association (MYSA) U.S. Youth Soccer Association (USYSA)

11577 Encore Circle

Minnetonka, MN 55343

800-366-6972, 952-933-2384

Fax: 952-933-2627

Web: www.mnyouthsoccer.org

Email: mysa@mnyouthsoccer.org

1717 Firman Drive, Suite 900

Richardson, TX 75081

800-4SOCCER

Fax: 972-235-4480

Web: www.usysa.org

Email: nationaloffice@usyouthsoccer.org

1.2. Recreation Committee Structure and Functions

☐☐ The organization of RYSA Recreation Soccer is as shown in Section 1.3.

☐☐ The terms of office shall run from July 1 through June 30.

☐☐ Committee members shall be selected as described in the RYSA Bylaws and Operating Procedures.

☐☐ Voting rights at regular committee meetings shall be confined to the voting Committee members.

☐☐ All coaches and interested parents are encouraged to attend committee meetings and provide input.

☐☐ Rec Committee meets several times each year. Time and location are determined by the Recreation Chair and/or RYSA Director

1.3. Recreation Committee Positions, Duties and Responsibilities

Chair RYSA Recreation Committee: general league operations, appoint age group coordinators and other positions as needed.

Past-Chair: Education coordinator, recruits candidates for committee.

Secretary: records and correspondence, records and distributes committee meeting minutes.

Treasurer: Works with RYSA staff on budget preparations, collection and disbursement of Recreation soccer funds, and recommends to chair and committees on any major expenditures and projects.

Age Group Coordinator: Recruit/assign coaches, form team rosters, pass along pertinent information to coaches, mediate conflict/questions among coaches, parents and players. Attend Recreation League Committee meetings.

Equipment Coordinator: Maintain and distribute soccer balls, cones, corner flags, pinnies, first aid kits and other items as required. Collect and store equipment at the end of each season.

Uniform Coordinator: Submit Bids for team shirts, work with screen printer on sizing, colors, work with Sponsorship coordinator to assign team uniforms for sponsored team

Sponsorship Coordinator: Recruit sponsorships from community businesses and individuals. Work with uniform coordinator to match sponsors to teams.

The RYSA Recreation Committee Voting members consist of the following:

Chair, Secretary, Treasurer, Boys/Girls Coordinators, Equipment Coordinator, Uniform Coordinator, Sponsorship Coordinator and at-large members.

1.4. Team Placement

Players are placed on teams randomly, using their preferred practice area and previous coaches ranking as input. There are 5 sections of town for Rochester, grades 1-8: NNW(north of 37th street), NW, NE, SE, and SW. Rochester players may be assigned to teams in other parts of town when there are not enough players to form full teams or not enough coaches in an area of town. RYSA does not form neighborhood or school teams. Rochester grades 9-12 are mixed with players from all areas of town. Outlying towns form teams in their communities. Due to the size of the program, carpool requests are seldom honored. Any requests that are to be honored will be initiated by the Recreation Chairperson. Requests to coach together are honored, (with maximum numbers), except in the case where we need to break coaches down to form the needed number of teams.

1.5. Late Registrations

Late registrations are accepted through the second week of practice if there is room on an existing team, this will not necessarily be in your preferred section of town. Registrations received after the coaches meeting (when the coaches receive their rosters) may be held while we determine team placement.

1.6. Practice Nights and Times

The practice nights and times listed below apply to Rochester teams. Outlying communities, please check with your coordinator. These days and times are subject to change, but generally hold true. Times may vary if a coach wants to start as early as 5:00. Grades 5-12 coaches have the option of having a 1 or 1½ hour practice. Fall Recreation practice days may vary if it is necessary to combine grades to form full teams.

Grade	Day	Time
1	M-W	5:30-6:30
2	T-TH	5:30-6:30
3	M-W	5:30-6:30 or 6:30-7:30
4	T-TH	5:30-6:30 or 6:30-7:30
5	M-W	6:30-7:30
6	T-TH	6:30-7:30
Boys 7-12	M-W	6:30-7:30
Girls 7-12	T-TH	6:30-7:30

1.7 Players per Team

The following guidelines are used to form teams and allow for adequate playing time for all participants. These guidelines are subject to change depending on the number of players registered for a season and the number of available coaches. Fall recreation leagues may play small-sided games at the higher grade levels if warranted by the number of registered players.

1 st -2 nd Grade	12; 2 4v4 games
3 rd -4 th Grade	10; 6v6
5 th -6 th Grade	12; 8v8
7 th -8 th Grade	16; 11v11
9 th -12 th Grade	18; 11v11

2. Responsibilities

2.1. Player Responsibilities

It is the responsibility of all Recreation players to:

- ☐☐ Attend practices and games. We realize conflicts will arise, players should notify the coach of absences as early as possible.
- ☐☐ Show respect to all players, coaches, referees, fans and league officials.
- ☐☐ Play soccer within the RYSA and MYSA rules.
- ☐☐ Bring a ball and drinking water to all practices and games.
- ☐☐ Wear team shirt and clothing appropriate for the weather for games.
- ☐☐ Remove all jewelry, including hard hairpieces for practice and games.
- ☐☐ Eye glasses must be secured by holder or strap, glasses must have no sharp edges.
- ☐☐ Have Fun.

Player's Code of Conduct:

(Adopted from Children First in Sports, created by Children First in Olmsted County)

There are few things more exciting than participating in youth sports. As an athlete, you have the opportunity to learn new skills, be part of a team, make new friends, get lots of exercise and have fun. The most valuable skill you will learn will be a positive attitude. Win or lose, if you can honestly say after each practice and after every game, "I have done my best," then you will have succeeded.

Code of Conduct

As a player I will strive to:

- ☐☐ learn the rules of the game
- ☐☐ do my best
- ☐☐ encourage and support my teammates
- ☐☐ listen to my coach and communicate my needs and goals
- ☐☐ show respect for officials and accept their decisions
- ☐☐ avoid unsportsmanlike gestures or language
- ☐☐ treat the competition as a game, not a war
- ☐☐ have fun and feel good about my effort
- ☐☐ display modesty in victory and graciousness in defeat

2.2. Parent Responsibilities

It is the responsibility of the parents to:

- ☐☐ Provide or arrange necessary transportation for the player(s) to practices and games.
- ☐☐ Look at the practice days listed to determine if your child will be available to participate.
- ☐☐ Provide positive encouragement to players at practices and games with appropriate comments and cheering.
- ☐☐ Let the coach do the coaching, and let the players play their game.
- ☐☐ Inform the coaches of any special needs the player might have (allergies, injuries, medicines, etc.).
- ☐☐ Show respect to all opponents, players, referees, coaches and fans.
- ☐☐ Have Fun.

Code of Conduct for Parents and Spectators

Parents and spectators have a great influence on children's enjoyment and success in soccer. All children play soccer because they first and foremost love the game – it's fun! It is important within RYSA to reinforce the message that positive encouragement will contribute to:

- ☐☐ Children enjoying soccer
- ☐☐ A sense of personal achievement
- ☐☐ Self-esteem
- ☐☐ Improving the child's skills and techniques

A parent or spectator's expectations and attitudes have a significant bearing on a child's attitude towards:

- ☐☐ Other players
- ☐☐ Officials
- ☐☐ Coaches
- ☐☐ Spectators

We must ensure that parents and spectators within RYSA are always positive and encouraging towards all of the children not just their own.

Encourage spectators to:

- ☐☐ Applaud the opposition as well as your own team
- ☐☐ Avoid coaching the child during the game
- ☐☐ Not to shout or scream. You can cheer, there is a difference
- ☐☐ Respect the referee's decision
- ☐☐ Give attention to each of the children involved in soccer, not just the most talented
- ☐☐ Give encouragement to everyone to participate in soccer.

?? Finally, enjoy the game; after all-- it is only a game!!

2.3. Coach Responsibilities

It is the responsibility of the coach/coaches to:

- ?? Support and abide by RYSA and MYSA policies and rules.
- ?? Complete a disclosure and consent form each year of coaching. Form is valid Aug 1-July 31.
- ?? Keep players and parents informed of their responsibilities.
- ?? Provide a good example to the players and parents.
- ?? Improve his/her knowledge of the game and coaching skills.
- ?? Develop players' skills and knowledge of the game.
- ?? Give all players the opportunity to play and develop their skills.
- ?? Allow each child a minimum of ½ of the game playing time, except for discipline reasons.
- ?? Discipline players fairly and impartially.
- ?? Provide practice sessions that start and end on time.
- ?? Show respect to all opponents, players, referees, coaches, fans and officials at all times.
- ?? Keep fans under control at games.
- ?? Return equipment to the Equipment Coordinator at the end of the season.
- ?? Maintain good communication with RYSA and your age group coordinator.
- ?? For the safety of children, do not distribute rosters with the players name, address, phone number, etc.

Coaches Code of Conduct

Coaches have to be aware that almost all of their everyday decisions and choices of actions, as well as strategic targets, have ethical implications. It is natural that winning constitutes a basic goal for coaches. This code is not intended to conflict with that. However, the code calls for coaches to disassociate themselves with a "win-at-all-costs" attitude. The health, safety, welfare and moral education of young people are a first priority.

- ?? Coaches must respect the rights, dignity and worth of each and every person and treat equally within the context of soccer.
- ?? Coaches must place the well being and safety of each player above all other considerations, including the development of performance.
- ?? Coaches must develop an appropriate working relationship with each player based on mutual trust and respect.
- ?? Coaches must not exert undue influence to obtain personal benefit or reward.
- ?? Coaches must encourage and guide players to accept responsibility for their own behavior and performance.
- ?? Coaches must ensure that the activities they direct or advocate are appropriate for the age, maturity, experience and ability of players.
- ?? Coaches should, at the outset, clarify with the players (and, where appropriate, parent) exactly what is expected of them and also what they are entitled to expect from their coach.
- ?? Coaches must always promote the positive aspects of soccer (e.g. fair play) and never condone violations of the laws of the game, behavior contrary to the spirit of the laws of the game or relevant rules and regulations or the use of prohibited substances or techniques.
- ?? Coaches must consistently display high standards of behavior and appearance.

☐☐Coaches must not use or tolerate inappropriate language.

2.4. Officials

RYSA will schedule referees for grades 3-12 games. In the event that not enough referees are available, the youngest teams are the first to not be assigned a referee. In this case one coach or a parent from each team will officiate the game.

2.4.1. Responsibilities of 1st and 2nd grade parent monitors.

1. Start the game and keep the time.
2. Stay on the field to control any fouls or misconduct.
3. Keep play going.
4. Stay clear of the goal.
5. Do not coach from the field.
6. Instruct the players on the appropriate game restart, however let the players retrieve and place the ball to restart the game.
7. Enforce the laws of the game in a consistent manner.
8. Refrain from penalizing where he or she is certain that by doing so, the offending team would be given an advantage.

2.5. Games

Games are scheduled throughout the day on Saturdays at Faud Mansour or Roy Watson fields. Games can be scheduled as early as 8AM and as late as 4PM. Teams must play when scheduled.

2.5.1. Small Sided Games – A note from our Coaching Director

Small sided games are used for the development of our younger players in the RYSA programs grades 1-6. The key word here is DEVELOPMENT. We, as coaches and parents, want to develop our players and children as best we can. The small-sided game acts as a tool to develop our players.

The Misconception: It's NOT like the 'real' game.

The Facts: Small sided games accentuate these areas of player development:

1. Skill Development - number of touches on the ball is increased.
2. Tactical Development - players have to make decisions, they cannot "hide" from making decisions.
3. Fun and Enjoyment - Amount of goal scoring opportunities is increased.
4. Understanding of the game - Positional play is expanded.
5. Intuitive Development - transitional play from attacking to defending (or vice versa) is increased and becomes automatic.
6. Practical Space - More space increases success (individual success is measured by enjoyment)

Within RYSA there is a logical progression from age group to age group. RYSA leads the State of Minnesota in the implementation of small-sided games. Our state is one of the leading states in

the country for small sided games. So realistically you can look at RYSA as being the lead for the country, something I think, as coaches and parents, we should be proud of.

- *Neil Cassidy, RYSA Director of Coaching*

2.5 Uniforms and Player Equipment

Each player will receive a team shirt to be worn at all games. Players are required to wear shin guards fully covered by socks and appropriate cleats or running shoes at all practices and games.

Players should have proper clothing for the weather conditions at all times.

Ball size

Grade 1-2 size 3

Grade 3-6 size 4

Grade 7-12 size 5

3 Acquiring Funds

3.1 Fund-Raising

RYSA Soccer does not have mandatory fund raising. Donations are always accepted.

3.2 Sponsorship

Sponsorships are a great way to get your business name on shirts worn by players on and off the soccer field. Contact Frank Spaeth at rysaoffice@gmail.com for more information.

3.3 Financial Assistance

A financial assistance fund shall be established to assist those players who may not be able to afford the expense of playing Recreation Soccer. This fund shall be established through contributions from parents, businesses, and others and/or through fundraisers.

3.4 RYSA Scholarships -- RYSA Fuad Mansour Scholarship

Fuad Mansour, the father of Rochester Youth Soccer, was instrumental in the growth and popularity of soccer in the Rochester area. His basic tenets for youth soccer were fun, participation, skill development, and volunteerism. To honor Fuad for his lifetime of giving to the Rochester area soccer community, this scholarship was established in 1995 with the first awards granted in May 1996. RYSA encourages high school seniors to apply for this scholarship if they have consistently volunteered in the soccer community.

Fuad Mansour Scholarship

Up to 5 scholarships are awarded, with a maximum of \$1000 per recipient.

Primary criteria - volunteerism in soccer

☐☐Coaches: Make sure the youth assistants are registered.

☐☐Parents: Encourage your student to volunteer and document activities.

☐☐Youth: During the middle school and high school years - volunteer, get registered if coaching, and document activities (i.e. what, where, when, names, etc.). Apply for the scholarship in your senior year.

Possible volunteer opportunities include coaching, committee member, registration assistance, field maintenance, equipment.

Awarded for continuing education - Technical, two & four year programs are all acceptable.

Applications are available first semester on the RYSA website at www.rysa.org.

Instructions and return address are on the form.

Application deadline is March 1. Decisions will be made by May 1.

4 Restrictions and Safety Issues

4.1 Weather

Practice and games continue in questionable weather. Games are subject to the referee's discretion, practices to the coach's discretion. In case of severe weather, check our website at rysa@rysa.org for cancellations of RYSA activities. Weather-related game cancellations will be announced on City Line, 252-1111 category 3033, RYSA phone answering machine at 280-7584, and local radio stations.

4.2 Insured Practice Areas

RYSA liability insurance covers practices at all area soccer fields, schools, public parks, and various other locations. Teams are not to practice on property not covered. Coaches are not to move practice location without permission from the practice field coordinator.

4.3 Anchoring of Soccer Goals

Unanchored soccer goals are very dangerous to anyone on the field at any time. Each team should appoint an assistant coach or parent who is responsible to check both goals on any field of play before each game or practice. Make this an automatic start to any game or practice. Do not play or practice on any field where the goals are not anchored. Report any unanchored goals to the referee in a game situation (home or away) and report any unanchored practice field goals to the Rochester Park & Recreation at 281-6160 or 281-6164 immediately, or RYSA at 280-7584.

Please help us keep our fields in the best shape possible. DO NOT warm up in the goal mouths of game fields. Stay out of goal mouths of practice fields as much as possible.

Note: Most accidents with tipping of goals do not happen during soccer activity. These accidents are much more likely when neighborhood kids or younger siblings of players “lay on” goals which are not in use. **Parents: NEVER allow a child to play on any soccer goal! Even an anchored goal will tip under the weight of kids climbing or hanging on it.**

4.4 Protective Head Gear, Jewelry, Eyeglasses

There has been much written about the dangers of heading balls by young soccer players. USSF has yet to come to a consensus on this issue. They have taken the following position regarding protective headgear in game situations: Headgear will be viewed as player equipment and the decision to allow or disallow is left to the discretion of the referee at each individual game. In other words, if the referee says “no” the headgear will not be allowed. We advise any player or parent with concerns to wear protective headgear during practices, as this is where most players do the majority of their heading.

The USSF rules on uniforms and equipment will be enforced. The current version of the law book says that no jewelry may be worn. Even if earrings are taped they constitute jewelry and still are not safe. It does not matter if the player's ears were just pierced or if the last referee allowed them. Hair jewelry and hard barrettes are not allowed.

Metal eyeglass frames are allowed if they are safe in the opinion of the referee. All eyeglasses must be held on by a strap or tape.

4.5 Substance Abuse Policy

See <http://www.rysa.org/forms/CodeofConduct.pdf> for the latest RYSA Substance Abuse and Code of Conduct form.

4.6 RYSA Risk Management Policy

This policy provides requirements and guidelines for Player and Coach Protection. All parents and coaches must ensure that the requirements are followed. In addition, they are strongly encouraged to follow the recommendations listed here.

Definitions: For the purpose of this document, an adult is defined as a person in the role of coach, assistant coach, or volunteer who works with players. This may include an 18-year-old assistant coach on a U16 team. A player is defined as any person who plays on a soccer team.

Requirements:

1. All people actively involved in working with the players must be registered with RYSA. This includes coaches, team managers, older sibling assistants, etc.
2. All registered adults must sign an MYSA Informed Consent/Disclosure Form and have it notarized and on file prior to the first practice.
3. There must be at least two registered adult at all team activities.
4. In the case of a non-parent coach there are additional responsibilities for the parents.
 - ☐☐ For the coach's protection, a second adult must be present at all team activities.
 - ☐☐ When dropping off their child, parents must remain until a second adult arrives.
 - ☐☐ If a child is forgotten, the second to the last parent makes transport arrangements.
5. Teams are not to place the player's names on the back of the uniform shirts.
6. Any incidents of "suspicious strangers" loitering at a team's practice must be reported to the RYSA office.
7. Sexual contact of any kind or type is prohibited between adults and players, whether or not contact is consensual. Any such contact must be reported to the police, and RYSA.
8. Any "accidents" must be documented and reported to the RYSA office. This includes any situation where a player is taken for medical attention, even if this is not done immediately. This reporting is needed to ensure the required information is available for any possible insurance claims filed at a later date. (This can sometimes occur years later.) Supplemental insurance may be obtained from MYSA
9. Any head injury resulting in disorientation of the player (no matter how briefly) requires the player to remain out of that game. **There are no exceptions!**
10. Adults must be aware that any physical contact with players can be misinterpreted. Physical contact should be limited to that necessary and appropriate to teach a skill, treat an injury, or console or congratulate a player. Adults must be careful to ensure they do not use contact which could be construed as placing them in a position of intimidation; i.e., physically moving a player into a position on the field by grabbing the back of their neck.
11. Transported players (other than their own children) should not be in the front seat.

*REMEMBER: Risk management is a second line of protection for children. As a parent, you must be the first line.

4.7 Grievance Procedure

The Grievance Committee shall consist of the Chair, Coordinator, Lead Coordinator, and in the case serious misconduct, the President of the Board of Directors. The purpose of this procedure is to provide a mechanism for resolving soccer-related problems between players, parents, coaches, officials and any other parties associated with recreation soccer. It is required that the parties involved attempt to resolve the conflict themselves before resorting to this procedure.

Grievances must be submitted in writing, using the RYSA Complaint Form, to the RYSA Recreation Soccer Chair. The Chair may make a temporary ruling on the grievance prior to a decision by the Grievance Committee. This should only be in cases when the Grievance Committee cannot meet within 10 calendar days from submission of the grievance.

Rochester Youth Soccer Association
Complaint Form

Name of Complainant: _____ Team: _____

Address: _____ City _____ State _____ Zip _____

Telephone Number: Home: _____ Work: _____

E-mail: _____ Cell: _____

Under RYSA Policy the complainant is an active participant in the hearings and appeals process. For further information, refer to the RYSA Hearings and Appeals Process found in the RYSA Traveling Handbook.

Please provide the following information in as much detail as possible.

Nature and specifics of the complaint; including the names and contact information for individuals, teams, clubs, and any other information pertinent to the complaint. You may attach additional pages, as needed.

List the specific RYSA policies, rules, or procedures that have been violated:
Please state your desired result, including any sanctions or action by the other party. This must be consistent with RYSA/MYSA/USSF rules and may include such items as a letter of apology, promise of conduct change, sensitivity or anger management training, etc. ***Note that in most cases, a suspension may only be imposed following a formal hearing.***

Attach any supporting documentation that is in your possession, including game reports, photographs, statements from others involved or similar.

Signature: _____ Date: _____

Mail this form and accompanying material to:
RYSA, Attention Recreation Chair, 380 Woodlake Dr SE, Rochester MN 55904
Attn: You may also e-mail the form to rysaoffice@rysa.org.

The signed original form and accompanying materials must be received before an investigation can begin.

Revised 11/10