

# High Sierra & Sierra Gold Soccer



## Coach Manual 2009

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### 1. INSURANCE & SAFETY

- **Liability Insurance.** Anyone that works with the kids on your team, transports the kids, or officiates as a linesperson must be registered with Sierra Gold so they and we are properly covered by insurance. Fill out the CYSA Adult Registration & Team Management Disclosure form and place it in the Registrar's mail slot in the Herbert Green shed. This form (pink) can be found in the shed or downloaded from our website.
- **Coach's copy of the registration form.** The coach cannot allow a player to practice or play without a copy of the registration form in his/her possession. This is the club insurance form and contains necessary contact information. Carry them with you to every practice and game. If the coach will not be in attendance for a practice or game the assistant coach will need the forms. If there is a medical emergency, the care provider will require the wet signature version of the medical release before providing medical care.
- **Shin Guards.** No player will be allowed to practice or play in a game without shin guards. Socks must be worn outside of the shin guard.
- **Cleats.** Not mandatory but highly recommended. Cleats with a toe cleat (baseball type) are not allowed.
- **Do not leave until all your players are picked up.** Players should be retrieved from practice with-in your visibility. Don't let players walk un-attended to parking lots to be picked up. Parents should come to the field to get their player, or you should go with the players to the parking lot so you know they have been picked up.
- No siblings or friends may be left with the team if the parent will not be in attendance for the practice or game.

### 2. RESPECT OUR SCHOOLS

We are guests at the school sites. The use of the facilities is a privilege granted to our club. We can be denied use by not following any of the rules below. A player may be removed from the club for violating the rules. Please review these rules with your team parents and players. Treat the school property with respect.

- All schools are drug, alcohol and tobacco free.
- No loitering around school buildings. Vandalism will be dealt with severely. The club is responsible for damages.
- No littering. Please designate a player or players to scout the area after each practice and game to ensure you leave the area litter free.

### 3. PRACTICE

- Please contact your players the last week in July. Introduce yourself, practice schedule, etc. This will avoid the flood of anxious parent calls received on the soccer line.
- **BE PROMPT:** Start and end practices at the scheduled times. Players arriving late should warm up separately from the team. If a parent is late to pick up a child from practice, that parent (or parent designee) will be required to stay at all future practices/games. No child (this includes the oldest age groups) may be left unattended on school property.
- **COME PREPARED:** Have all equipment (balls, cones, clipboard with player registration forms, etc.) ready at the scheduled start time. Each child should have their own ball (appropriate size for age) and bring it to practice. If you will not be at practice please make sure your assistant coach has all the necessary equipment.
- **THE FIRST PRACTICE:** A parent player meeting should be held at the beginning of the first practice. This is an opportunity to meet the parents, answer questions (be prepared) and review rules. This is the time to inform players and their parents your expectations for their conduct at practices and games. Coaches should insist that everyone involved with their team show respect for coaches, players and parents on their team as well as the competition. **Do not** allow conversation with game officials. Any problems or questions on officiating need to be brought to the coach and if necessary, the Board. This is also your opportunity to delegate jobs. Each parent should have a job. You will need an assistant coach and a team mom or manager. Someone can be responsible for developing a phone tree and to check the mail slot at the Herbert Green shed **once a week**. Parents need to set up or take down nets on weeks you are the home team and either the first or last game of the day. You need volunteers to be linesman also. Parents and players need to know this is their club and that their input is important and valuable. Sierra Gold Soccer Club Board is made up of volunteers and new input is appreciated. Monthly board meetings are held at the Office of Education the third Thursday of the month at 7:00pm everyone is welcome and encouraged to attend.
- **START:** Each practice should begin with warm ups. Jogging around the field and stretching is encouraged.
- **END:** Each practice should end with something your team enjoys such as a favorite game or scrimmage. A good cool down is walking the field on litter patrol.
- **DRILLS:** Your drills should involve as many players as possible, touching the ball as much as possible. Avoid drills that have players standing in line waiting their turn.
- **ALL CHILDREN MUST WEAR SHIN GUARDS WITH SOCKS ON THE OUTSIDE.** Players without shin guards may only watch.
- **YOU MUST HAVE THE WET SIGNATURE PLAYER'S REGISTRATION FORM FOR EACH CHILD WITH YOU ON THE FIELD FOR EVERY PRACTICE AND GAME.**

### 4. GAME EQUIPMENT

- **GAME EQUIPMENT:** Each school has a soccer equipment shed. The first home team on each field is responsible for setting up the goal and corner flags for the games. Make sure you secure the goals with sand bags and secure the nets with metal stakes. The goals are locked to the nearest fence and the nets

and game bags are in the shed. Have a designee on the field 45 minutes prior to game time to set up the goals and nets. The last home team is responsible for picking up trash on and around the field. The last home team is also responsible for taking down the goals and returning nets to the shed. Please put equipment back into the correct bag and place equipment neatly in the shed. There are different size nets so the U12+ nets go into the U12 net bag, and the U8 nets go in the U8 net bag, etc. The goals need to be taken apart and locked to the nearest fence (there are some goals we do not take apart). The loss of our equipment is not only expensive but may take the rest of the season to order and replace. The equipment is the responsibility of the coaches and not the referees. The combination for all locks is \_\_\_\_\_. Two exceptions are Pioneer Park and Gold Oak (please contact the club to receive the codes).

- Please note that the new goals with wheels located on the Herbert Green Upper field were donated to the select program, and so Select (division III) teams have priority use of them. The other goals and nets are still there for use as well.

## 5. TEAM CONDUCT AT GAMES

- **UNIFORMS:** The home team wears blue and has first choice of which side of the field their team and spectators occupy. The visitors wear gold and sit on the far side of the field. In case of color conflict, the home team changes color.
- **GAME BALL:** The home team is responsible for providing a properly inflated game ball.
- **START:** All games start at the scheduled time. If a game starts late, the time late is deducted from that game. Please have your team arrive at the field 30 minutes early to warm up and get organized.
- **GAME CARDS:** Game cards are to be completed and turned in 10 minutes before game time. The cards are in the game bag. Check with the opposing coach to see if he/she has started one. Only one game card per game. From our website, you can download a template to create and print game card stickers to speed up this process.
- **CHECKING IN YOUR TEAM:** Prior to the start of the game a referee will check in your team. Line the players up side by side at the mid field line. Give the referee the player passes. The referee will call each player and check for proper uniform, shin guards (socks on the outside), shoes (no toe cleats). The referee will also check that the player is not wearing jewelry (including earrings), watches, hats, metal hair clips, etc. If a player arrives after the game has started, he/she must wait until a lineman or the referee can check the player into the game before the player may enter. Remember to get your player passes back from the referee after the game. Laminate and keep the passes together and with you for the next game.
- **CAPTAINS:** The referee will call for captains at the center of the field. Select two players (can be different ones each game). The winner of the coin toss decides which goal it will attack in the first half. The loser of the coin toss takes the kick-off to start the match.
- **PLAYING TIME:** **Every player must play at least 50% of each game.** Exceptions are allowed for injury or discipline, in which case the referee must be informed prior to start of the game which players will not play their 50%.
- **COACH'S BOX:** During the game coaches, players and substitutes must stay within the coach's box. Spectators must remain behind the coach's box. This is the painted rectangular area along and a few feet back of the sidelines. Only positive comments are allowed from the sidelines. **Coaches, parents,**

**players and spectators will not be allowed to engage in arguments with or make any negative comments about the other team or referees.**

- **RUNNING UP THE SCORE:** Do not run up the score!!! If your team gets a fair lead (about four goals), slow them down. Move players to different positions and challenge them to dribble, score off the wrong foot, only score from a volley, etc. Expect a call from the Coach's Coordinator if your team does run up a score.
- **INJURIES:** The referee will not stop the game when a player goes down. The referee may stop the game if he/she feels that the player is in danger or needs first aid. Usually play does not stop until the ball leaves the field of play. At that time if a player is down on the field, the referee may ask the coach to aid the player. Teach your team to kick the ball out of play when they see a player is down on the field. Good sportsmanship also says that if an opposing player is down your team should kick the ball out of bounds to stop play.
- **TALKING TO THE REFEREE:** The only communication with the referee during a game is to ask for a substitution. If you have a problem with a referee, **DO NOT** take it up with him/her. Contact the Club either by phone or mail or email.
- **YELLOW CARDS:** A yellow card is a warning to the player or coach that receives it. If the player or coach commits another offense they may receive a red card. A coach cannot receive a red card, but can be sent off by a referee. If a player gets a yellow card he/she may be substituted out. The player may be put back in the game at the next substitution opportunity.
- **RED CARDS:** The player that receives a red card or the coach being sent off, must leave the field immediately. The club will contact the coach with further disciplinary actions.
- **RAIN OUTS:** Please show up to the field at your assigned time. The Ref will decide at game time if the game will be played. The general rule of thumb is if it isn't pouring rain or thunder and lightning then the game will go on.

## **6. OTHER IMPORTANT INFORMATION**

- **LATE REGISTRATION:** Players which register after August 1<sup>st</sup> are at risk of not having a player pass before the first couple of games. If a player is missing any of the required registration items, they cannot be registered. Players cannot play in a CYSA sanctioned game without their player pass.
- **MAIL SLOTS (at the Herbert Green shed):** This is where most of your team information will be left. This includes schedule, player passes, picture day information, tournament information, etc. Please have a designee check the shed **at least once a week**. The shed also serves as a lost and found.
- **PLAYER PASSES:** Be sure to get your player passes from your mail slot and check that you have them all as soon as player passes are available. The referee is likely to not let players without player passes in the game. Upon receiving your player passes, check them immediately to see that you are not missing any, and that they are accurate. If there are any errors, or you are missing passes, you need to let the Age Group Coordinator know immediately. You need to follow up to make sure you get all your player passes before the first game.

- **TEAM SPONSORSHIPS:** Sponsor forms may be downloaded from our website. Completed sponsor forms and funds can be turned into the Sponsorship Coordinator's mail slot at the shed, or mailed to the Club's P.O. Box. To retrieve team funds, submit a reimbursement request (including receipts) to the Sponsorship Coordinator at the close of the season - do not delay! The request should include team name and number, who to make the check out to, how much and what the funds will be or were used for. Consult the sponsor form for more instructions.
- **ROLE MODEL:** Your players are looking up to you as a role model. Teach them (by your example) to respect each other, the coaches, the officials, and the opponents as well (without them there is no game). Inspire a love of the game and a desire to compete fairly. Teach good sportsmanship by encouraging winning without boasting, and losing without excuses. Always appreciate and acknowledge good play whether it is your team or the opponents. Insist on one thing: Everyone must have fun; this is what we are all about. If your kids improve, have fun, and come back to play next year, then you did your job well.
- **THANK YOU:** Sierra Gold & High Sierra Soccer Clubs thanks you for volunteering your time to coach a team. Without your efforts the game could not go on. We encourage and invite you and your team parents to attend the monthly board meetings. The meetings are held at the Office of Education, 4<sup>th</sup> Thursday of the month at 7:00pm. Please let your team parents know. We are always looking for ideas to improve the quality of our soccer program. We are also always looking for new board members! Come join us!

## 7. FREE COACH TRAINING

EDYSL established new coach education requirements last year as well as a new coach education program. These new courses are designed specifically for the age group you are coaching and will provide you with the tools you need to have a successful and fun season. If you have coached before, we guarantee you will obtain new tools and ideas for your practices. This is also a great way to get to know other coaches to share ideas with, and have some fun. The sessions are "feet on" training, so wear soccer attire.

All training (regardless of type) is paid for by the club. These courses are paid for you in advance.

For current coach education information see our website.

## 8. IMPORTANT DATES

- a. First Game: Opening day is Saturday September 12<sup>th</sup>, 2009 – There are 10 games in the season.
- b. Picture Day: You will be notified of the picture day arrangements.
- c. All Stars: We will be continuing All Stars at the end of the year for U8's, U10's & U12's.

This is for the kids – it is supposed to be fun!  
Our goal is to instill a love of the game of  
soccer and to keep the kids safe!



ENJOY YOUR SEASON AND FROM THE ENTIRE BOARD:

**THANKS!!!!**

*Have a great year!*