



# **Region 42**

# **Coach Manual**

## **2023-2024**

**Newbury Park - REGION 10/E/42**  
**Region Website – [www.aysoregion42.org](http://www.aysoregion42.org)**

**National Website – [www.ayso.org](http://www.ayso.org)**

**AYSO Region 42**  
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**CA 91319-0709**



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## **IMPORTANT DATES**

May	21	Player Eval/Parent Meeting	Boys and Girls Club at Sequoia
June	24	Player Eval/Parent Meeting	Boys and Girls Club at Sequoia
July	22	Coach clinics (6U, 8U, 10U, 12U)	Boys and Girls Club at Sequoia
July	22	Coach meeting + Team distribution	Boys and Girls Club at Sequoia
August	1	Team practices commence	DV, Borchard, PT, Rancho
August	5	Coach clinics (6U, 8U, 10U, 12U)	Boys and Girls Club at Sequoia
August	19	Referee clinic- Regional (Basic)	Dos Vientos Picnic Area
August	24	Team parent meeting #1 (6pm)	Dos Vientos Picnic Area
August	26	Referee clinic & Coach Clinic (6U)	Pepper Tree Playfield
August	27	Team parent meeting #2 (9am)	Dos Vientos Picnic Area
September	9	Opening Day	(5U – 10U) Pepper Tree (12U – 14U) Dos Vientos
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October	07	Offside clinic	TBD
October	07	Panther Shootout/All Star coach apps due – to DD	n/a
October	07	Player ratings begin	n/a
October	14	Make up picture day	Dos Vientos
October	21	Player ratings due – to DD	n/a
November	11	Closing Day	
November	24/25	Panther Shootout (Fri – Sat)	Pepper Tree Playfield
December	2 / 3	Area League Playoffs	Thousand Oaks

Additional Coach Clinics and Referee Clinics available locally at other local regions  
See Area 10 E Website for classes in neighboring regions [www.aysoarea10e.org](http://www.aysoarea10e.org)

## **WHAT'S NEW FOR 2023**

### **LiveScan**

California AB 506 – Background Check/LiveScan Policy for CA Volunteers. Effective, January 1, 2022, all administrators, employees and regular volunteers in California MUST have a one-time background check as approved by the California Department of Justice to exclude individuals with a history of child abuse. This form of background check requires live scan fingerprinting. This means Coaches, Assistant Coaches, Team managers and Referees. Please see the volunteer page for more detail on how to complete LiveScan.

### **SafeSport**

SafeSport Act Mandatory Training (Effective January 1, 2022) The 2017 SafeSport Act has expanded Mandated Reporters to include adults authorized to interact with children. Due to this expansion, that includes AYSO and it requires training on child abuse and mandated reporting. Please see the volunteer page for more detail on how to complete SafeSport.

### **Covid-19**

As we all know Covid has changed the way we do things. Region 42 will be following State and County guidance to ensure a safe environment to get back on the fields. Please keep in mind that some of the current guidance may change as Fall approaches. Additional guidance will be published as we get closer to the start of the season.

### **SCA (Sudden Cardiac Arrest) Training**

SCA certification is now required in accordance with California state law for all coaches, referees, and other administrators. The course is available at AYSOU. Please use the same username and password as you did for the web site.

### **Coach Development Program**

The program will comprise of Coach Mentors who are AYSO Intermediate, Advanced or National Coaches and have coached at AYSO All Star, Select, or Extra level with several years of experience. These Mentors will work alongside the volunteer coaches to provide guidance and support throughout the season. To take advantage of this program contact Ed Sahakian at [sahakiansoccer@gmail.com](mailto:sahakiansoccer@gmail.com) or Nicole Campos at [coach.admin@aysoregion42.org](mailto:coach.admin@aysoregion42.org).

### **7U and 8U Referees:**

All 7U and 8U teams are required to have at least one team referee, which should not be one of the coaches (but may be the assistant if no one else volunteers). Although Region 42 does not offer in-person classes, prospective referees should take the "8U Official Course - Online" in AYSOU, or sign up for an in-person class in another region if so desired. Coaches will not be allowed to simultaneously coach and officiate a match.

## **What remains the same?**

### **Coach encroachment on the field**

Region 42 will have zero tolerance for coaches entering the field of play to challenge a referee. This is in line with international Laws of the Game (Law 12, Part 3, Team Officials, Sending Off) which are the rules under which AYSO games are officiated. Referees are instructed to send the coach off, meaning the coach will leave the vicinity of the field and go to the parking lot. If a coach refuses to leave the field the game will be terminated as a forfeit win for the opponent. In addition to the sendoff, the coach will receive at a minimum one additional game suspension.

Please see the full Zero tolerance policy [here](#).

### **Changes to the Laws of the Game**

Please review these changes carefully as there are several that will likely cause some spectators and coaches a bit of confusion if they are uninformed. [Link to Law changes.](#)

### **Handshake line clarification**

We have had far too many instances of coaches using the handshake line at the end of games to air grievances, whether to opposing players, coaches, or the referee team. The handshake line is for one purpose, and that is to express sportsmanship. The only words that should be used in the handshake line are phrases such as "Good game", "Well done", and "Thanks". Any instance of airing grievances to a player, a coach, or a referee, no matter how valid the grievance, will earn an automatic one game suspension. Issues with a player or coach should be brought to the attention of the Division Director or Coach Admin, and issues with a Referee should be brought to the attention of the Referee Administrator.

NOTE: At the time of publication, handshake lines are permitted. Please note that this may change in the future based upon guidance from State and Local agencies. Any changes will be shared to our AYSO community.

### **Age-Appropriate Coach Certification**

You must be certified at the age level you are coaching. By going to AYSOU, you can partake in the online training, but please note, that is not all you have to do to become certified. You **MUST** complete the in-person Field Training.

### **Safe Haven/Concussion Awareness**

AYSO Safe Haven certification and the CDC Concussion Awareness class is now required for all coaches, referees, team managers and other administrators. Both courses are available at AYSOU.

### **Field Monitors:**

Each team will provide a field monitor each time they are the VISITING team (listed second on the schedule). This is for 7U through 10U. Field monitors will check in 10 min prior to the game they are monitoring to receive a walkie-talkie and vest. Their role will be to monitor the field their child is playing on, and they will report any incidents or injuries that require Region staff attention. Field monitors are NOT expected to intervene in any incident. Referees will be instructed that games may not start without a field monitor present.

### **Heading the ball:**

Heading is not allowed, either in games or in practices, for ages 12U and under.

**Slide tackles:**

Slide tackling is NOT allowed in the 10U and younger divisions. Coaches shall discourage this at both practices and games. The referee should call Dangerous Play on a player who attempts to slide tackle an opponent, regardless of whether or not there is contact with the opponent.

Slide tackles are tricky to properly coach and execute, and both the tackler and the player being tackled are at higher risks of injury. Moreover, legal and illegal slide tackles are difficult for new referees to recognize (it has nothing to do with whether or not the player "got the ball") and therefore to help maintain a safe, fair, and fun environment for young players we do not allow slide tackles at 10U and below.

It should be noted that if a team makes it to the playoffs it's important to be aware that slide tackles ARE allowed in area playoff games.

**Register as a Volunteer:**

All of us are required to re-register every season. With the new registration system, all volunteers are required to re-enter their information in Sports Connect.

**Player Ratings (7U and up)**

Provide ratings for all of your players by week 6 (October 21<sup>st</sup>). Teams have been balanced as best as possible from the previous year's ratings. As such, most teams should have a mix of players that rate all throughout the overall range of 0-100. A typical 10U team would see a ratings range that looks like the following for their nine players...92, 84, 74, 61, 52, 44, 35, 31, 22 for an average of 55. Please keep this in mind when rating your team.

## **INTRODUCTION & AYSO PHILOSOPHIES**

### **Purpose:**

This manual will provide all coaches, both new and returning, with information they need to conduct a successful season. You as a coach should be familiar with all of the information in this manual. It is important at all times to remember the AYSO Philosophies:

- **OPEN REGISTRATION** - Our program is open to all children between 4 and 19 years of age who want to register and play soccer. Interest and enthusiasm are the only criteria for playing. The only time we cannot accept a child is when we do not have enough coaches.
- **BALANCED TEAMS** - Each year we form new teams as evenly balanced as possible because it's more fun and a better learning experience when teams of similar ability play.
- **EVERYONE PLAYS** – AYSO National's goal is for kids to play soccer so they mandate that every player on every team must play at least 50% of every game. It's no fun to spend the game on the bench...and that's no way to learn soccer! **In Region 42 all players must play at least three quarters** of the game unless late or injured.
- **POSITIVE COACHING** - Encouragement of player effort provides for greater enjoyment for the players and leads to better-skilled and better-motivated players. A coach can be one of the most influential people in a child's life, so AYSO requires them to create a positive experience for every player.
- **GOOD SPORTSMANSHIP** - We desire to create a positive environment based on mutual respect rather than a win-at-all-costs attitude. Respect the other players, parents and the referees.
- **PLAYER DEVELOPMENT** – We believe that all players should be able to develop their soccer skills and knowledge to the best of their abilities, both individually and as members of a team, in order to maximize their enjoyment of the game.

An essential element in the AYSO program is fun. The practices and games must be fun for the players, coaches, referees and parents. The philosophy of AYSO was created to provide honest competition in which "kids that are winners" are more important than "games that are won". Your help and support will help enable "AYSO kids" to thrive.

**Who to contact:** Your first contact for questions or concerns is your **Division Director**. Contact information is on our website, [www.aysoregion42.org](http://www.aysoregion42.org)

## **TEAM MANAGEMENT**

If you have just returned from the coach meeting and perhaps feeling a little overwhelmed and wondering where to start, well you are in the right place. The following information describes what you should do right now and over the next few weeks.

### **Contacting your team**

Set up a time and place for your team meeting, call each player's parent or guardian and invite them to the meeting. You can hold your team meeting wherever you choose...some do it in their home and some do it in a public place such as a park or restaurant..

At the meeting, you will recruit the following:

Stress that AYSO is a volunteer organization and that it doesn't work without volunteers

**Team Manager (Required)** – must be a registered volunteer and must attend the team manager meeting on August 24 or 26th. All volunteer requirements must be met. Please see the volunteer page for directions.

**Assistant Coach (Required)** - must be a registered volunteer, must have completed background check and LiveScan, SafeSport, Safe Haven, SCA and Concussion Awareness certification and must have age appropriate coach training.

Assistant coaches who do not meet these requirements are not permitted to coach or stand in the technical area. You may recruit as many assistant coaches as you wish. However, only one assistant may stand in the technical area with you and coach during games.

**Team Referee(s) (2 Required for 10U to 14U, 1 Required for 7U and 8U)** – must be a registered volunteer, All volunteer requirements must be met. Please see the volunteer page for directions and must be certified as a referee. Division standings and for 10U – 14U are impacted by referee points. This will affect teams ability to qualify for Area Playoffs.

**Field Monitor (Required for 7U through 10U)** - When your team is the visiting team on the schedule, the field monitor will collect a vest and walkie talkie from the admin area at Pepper Tree prior to your game. They will watch your game and report any injuries or situations that require assistance.

**Team Sponsor (Required)** – 5U/6U = \$50, 7U/10U = \$100, 12U/19U = \$150

The sponsor may be a business, an individual, or it may be a joint contribution from team members.

You will want to discuss,

- Your goals and expectations for the season
- Your Coaching philosophy (ie. Do you plan to play everyone at every position? Will you stress individual technique? Will you stress team tactics? How will you make it fun and enjoyable?)
- Go over your specific rules for practice and attendance at the games (ie come dressed and ready for practice, show up 30 min early to games.)
- Provide each parent with information concerning practice locations, practice times and when to pick up their children.



- Practice (Players' Responsibilities) Water, Ball, On time, Call/text if unable to come, Go to bathroom before, Practice clothes (shoes, shin guards, shorts, sweatshirt, etc. – NO JEWELRY)
- Discuss the equipment that each player will need to play soccer.
- Inform parents that soccer is a contact sport and that their children may get hurt, possibly even seriously hurt. AYSO insurance covers every registered player.
- Ask parents if there are any medical issues the players have.
- Make sure you have a copy of the medical release forms. If not contact the registrar immediately the player cannot practice or play unless you have this!
- Ask if there are any questions and try to resolve any questions/issues on the spot.
- Stress the fact you are a volunteer and need help if the season is to be a success.

Please note to parents that Picture Day will be on **Sunday September 17<sup>th</sup>**. Either you or your team parent will schedule your picture time through an online scheduler.

## **CONDUCTING PRACTICE**

Come prepared with a plan. The worst possible start to a practice would be to look at your assistant coach and say "what do you want to do today"? Bring whatever equipment necessary to achieve your practice session goals. Be on time and insist that your players be on time. This is "your" time. This is where the players learn. You only have a few hours each week to cover skills, techniques, positions, strategies, set plays, etc. Don't waste this time by not being prepared. Please, NO Lines, Laps or Lectures.

**Two adults are required to be present at all practices.** If you do not have an assistant coach you must get a parent to be present at the field at all times. At least one adult must be the same gender as the players on the team. **These requirements are for the safety of both the players and the volunteers. Do not compromise on these requirements!**

At the end of practice, make sure that **all** of your players have been picked up before you leave the practice area. **NEVER** leave a player on the field alone.

### **Authorized Practice and Participation on Practice Fields**

A certified coach and/or a certified assistant coach are the **only persons** authorized to conduct practices during the week and coach games on Saturdays. No parent, legal guardian or spectator is authorized to coach their child or any other child during practice or games.

Registered players are the only individuals allowed to participate during team practices. Only certified coaches and/or certified assistant coaches are allowed to conduct, train and demonstrate soccer drills during practice.

No adult or unregistered AYSO player is allowed to participate with the players during a practice or scrimmage of any type.

### **Practice Fields & Times**

Coaches will self-schedule practices through SC instructions can be found HERE on the region website under coaches/practices. Field selection is on a first come first serve basis and the Rules laid out on the website must be adhered to. In general, younger division players should have the earlier practice "slots". There are two fields available with lights for night practice, please do not request one of these fields unless you really need it. During practices, you will probably have to share the field. Introduce yourself to other coaches and work out an acceptable arrangement for use of the space. No unregistered players or adults may participate in any practice.

**Practice times for 10U & up:** Twice per week, limited to 1½ hour in duration.

**Practice times for 7U and 8U:** Once per week, limited to 1 hour in duration.

**5U & 6U:** No mid-week practices permitted. Practice for these age groups will be conducted during the first 30 minutes of the Saturday game time slot.

## **FIELDS & GOOD NEIGHBOR POLICY**



AYSO is granted permission each year to use various public fields within our community. The permission is in the form of a revocable permit. In order to guarantee that we get to keep our permits, Region 42 has adopted a "Good Neighbor Policy". We expect all coaches to assist us in maintaining our privilege to use these fields.

### **Sharing Fields**

Coaches should work together in establishing their practice areas. Younger teams require less space. Typically your space requirement should amount to about one third of the field size that you play on for your age group.

If you end up with more space then you should consider yourself fortunate.

It is a good idea to carry a copy of your assigned practice location.

Most coaches are able to resolve conflicts in a mature manner. If you are unable to do this then contact your Division Directors to help you out.

### **Twenty Four Hour Rain Rule**



There will be no games, scrimmages or practices held on any Region 42 soccer field immediately after or during rain. Rainfall must be stopped for a minimum of 24 hours before any game or practice may take place. An exception to this rule can **only** be granted by the Director of Fields or the Region 42 Commissioner. If

in doubt, check our website [www.aysoregion42.org](http://www.aysoregion42.org) or the Conejo Recreation and Parks District website [www.crpdpd.org](http://www.crpdpd.org) or hotline 805-381-1236. Teams practicing on a closed field will jeopardize our ability to use that field in the future.

## **TEAM FORMATION**

Teams are formed by the SportsConnect computerized draw system. Balancing is only as good as the ratings provided by the coaches from last season. Special requests for team placement cannot be honored.

### **NO TRADING OF PLAYERS IS ALLOWED**

**PLAYERS AND/OR PARENTS CANNOT BE REMOVED FROM THE TEAM BY THE COACH** – If you are having issues with a player and/or parent, please speak to your division director for assistance.

### **MEDICAL RELEASE FORM**

The Medical Release Form provides emergency contact information. Above all, it provides medical release signatures for use if a player is injured during practice or a game and a parent or legal guardian cannot be reached. **MAKE SURE YOUR COPY OF THE FORM IS SIGNED WITH AN ELECTRONIC OR ORIGINAL WET SIGNATURE.**

The form should also alert you to any particular medical problem any of your players may have.

**THE SIGNED AYSO REGISTRATION FORMS MUST BE IN  
YOUR POSSESSION AT ALL PRACTICES AND GAMES!!!!**

### **CARPOOLING**



Because of the limited parking available at our fields, carpooling is highly recommended for both games and practices. Coaches and teams are expected to observe all parking restrictions (see page 10)

### **DROPPED PLAYERS**

Before the season starts, if you have players who need to withdraw from the program due to injury, relocation, or any other reason, or who just stop coming to practices (which has happened), please let your Division Director know so that the Registrar can take care of them and possibly activate a player from the waiting list.

## **GENERAL RULES & REGULATIONS**

- No alcoholic beverages are allowed on any public property.
- No tobacco use is permitted on school grounds, games and practices.
- No pets of any kind are allowed at any games or practices, even in city parks. This is a condition of our permits. Matches will be stopped if dogs or other pets are present.
- All fields must be left in a clean and sanitary condition.
- Please place any litter in trash cans or bins after practices and games.
- If a ball goes over a fence, leave it there, and go around to the front of the residence and ask permission to get the ball. The region can replace balls that are irretrievable. Notify your Division Director for a replacement.
- Fences are not to be climbed on or over. Additionally, they are not to be used to display banners, placards, etc.
- Show respect and courtesy to neighboring residents at all times. Keep the noise level down to a reasonable level. Noisemakers are not permitted for any reason.
- Respect school grounds and all property, both public and private.
- For practices at Sequoia Middle School (must be after 3:30 PM on weekdays) NO PARKING or picking up & dropping off children is permitted on Michael or Lupe. You must use the front parking lot.
- Pepper Tree Park: NO PARKING is permitted on Cayo Grande or on Calle Clara Vista (the neighborhoods behind the park).
- For any practices at Borchard Park NO PARKING or drop off/pickup is permitted on Gerald. You must use the front parking lot on Borchard.
- On Game days, snack shack lot parking at Pepper Tree is limited to staff and referees.
- On Game days, the first teams playing will set up the goals and mark fields. Each team's crew should arrive 30-45 minutes early, depending on the field size. The last teams on the field will break down and pack all field equipment for pickup.

### **Friendly Reminder**

ALL coaches and assistant coaches are required to be registered volunteers for the current season, with Background check and LiveScan, certified for the level they are coaching, and are required to have completed Safe Haven, CDC Concussion, Sudden Cardiac Arrest, and SafeSport certification. Failure to comply could result in removal as a coach and/or not being permitted to coach in any post-season events.

## UNIFORMS & EQUIPMENT

### Uniforms:

Region 42 will provide a numbered team jersey, shorts and socks to each player. *Uniforms should not display team or player names* and must be identical except for the player's number on the back. Goalkeepers are the only exceptions. Uniforms may not be modified without written approval from the Region 42 Commissioner.

### Equipment

Shin guards **MUST** be worn at **EVERY practice and game**. No player may participate without shin guards – no exceptions.

Each player should have a soccer ball, which they should bring to practice. Unless each player has a ball during practice, you are limited in what warm-ups and drills you may conduct. The proper size for each age group is as follows: **5U, 6U, 7U & 8U** Size 3; **10U & 12U** Size 4; **14U, 16U & 19U** Size 5.



Division U-5, U-6, U-7 & U-8  
Division U-10 & U-12  
Division U-14 & above

Size 3  
Size 4  
Size 5

Soccer cleats are recommended, but not required. Baseball style cleats are not allowed, because they usually have sharp-edged rectangular shaped cleats along the edge of the shoe. These are not safe for soccer.

### Suggestions on how to hand out Uniforms

- Have your Team Parent help distribute uniforms after you receive them from your DD – best time is at the end of a practice, when other parents can assist you.
- Line up your players from smallest to largest.
- Hand out uniforms beginning with the smallest uniform going to the smallest player, and continuing up the line ending up with the largest uniform going to the largest player.
- **MAKE SURE YOU ALLOW FOR VERY SMALL OR LARGE PLAYERS THAT ARE ABSENT !**
- Give out a jersey, shorts and socks to each player, and have them try them on. Then, if players want a specific number, let them trade as long as players get a uniform that fits.
- Write down the number of the uniform each player leaves with. You will need this for game cards and entering them in SC.

### Proper dress for games

At game time, each player must be dressed as follows: They must wear the issued jersey, shorts and socks, goalkeepers excepted. Socks must be worn completely over the players shin guards. No part of the shin guard should be visible.

No jewelry is permitted, even if covered. Note that this includes any type of earring! Covering earrings with bandages is NOT allowed, EVER. Only medical and religious items are allowed, and they must be taped and padded. Also note that casts are not allowed, with no exceptions. Knee braces can be okay, but must be padded if hard.



## **SAFETY REQUIREMENTS**

**Refer to Appendix “C” for Incident Reports you will need in case of injuries or other incidents.** During all games and practices, players may not wear any jewelry such as bracelets, watches, earrings or necklaces, whether metal, rubber, paper, plastic, etc. Objects such as metal or plastic casts or splints (even if covered) are not permitted, nor are any other potentially dangerous items which might cause injury to themselves or other players. Certain knee braces are allowed. For clarification, contact the Region’s Safety Director. Earrings must be removed, they may not be taped. Long hair should be controlled by means of a rubber, cloth or elastic band. Metal or hard plastic hair clips, including bobby pins, are not permitted.

Please note that slide tackling is not allowed in Region 42 for age divisions 10U and younger. This is in the interest of safety. Other Regions in Area 10E have the same regulation, however, not all do. If you participate in Area play, either in the League playoffs, All-Star playoffs, or post-season tournaments, slide tackling may be allowed in the younger age divisions.

### **Handling Injuries**

During a soccer season a variety of injuries or ailments may occur. Be prepared in advance to deal with them. Most injuries are minor, such as scrapes or bloody noses but other more serious injuries can occur. Each coach is required to have basic First Aid supplies at all practices and games. Region 42 will provide teams with a basic First Aid kit which at a minimum will include: ice packs; bandaids; tissue and an elastic bandage. You should not give or administer any medications. Only administer basic First Aid and then, if the situation requires, see that professional medical assistance is provided.

For any player injured during an AYSO practice or game an "Incident Report Form" must be submitted to the Director of Safety. These forms are available at the Region’s website under the “Safety & Insurance” menu, and at <http://safety.aysoregion42.org>.

Anytime a player has suffered an illness or injury that requires the care of a physician or a visit to a medical care facility (whether or not it was related to AYSO), an “AYSO Participation (Return to Play) Release” form must be completed and signed by the parents. The Coach or Assistant Coach must receive this form before the player may return to practice or games. If a player is removed from a practice or game because there is concern the player may potentially have a concussion, an “AYSO Concussion Release” form must also be completed and signed by a medical professional trained in concussion evaluation and management. These forms are available at the Region’s website under the “Safety & Insurance” menu, and at <http://safety.aysoregion42.org>. Once the coach receives the form, a copy should be forwarded to the Region’s Safety Director. Please contact the Safety Director at [safety@aysoregion42.org](mailto:safety@aysoregion42.org) if you have any questions regarding safety or injuries. **(See Appendix “C” for additional safety information.)**

## PREPARING FOR THE GAME

The night before the game, if not earlier, you should take some time to prepare your strategy for the next day's game. Use this time to work out your substitution pattern. In most divisions, (5U to 14U) every player must play at least three quarters. Remember the AYSO philosophy "Everyone Plays".

### Line-up Cards:(see Appendix 'A' Lineup Card – aka Game/Match Card)

Fill in your starting line-up on the official form. List all your players, **first and last names**, present or absent, **in jersey number order**. Identify your captain(s) and alternate captain(s) with a "**C**" and "**AC**", on the lineup card. Mark the starting goalkeeper with a "**G**" in the 1st column. Be sure to inform the assistant referee in advance of goalkeeper changes during the match. Please do not mark substitutions on the game cards – the assistant referees will do that during the match. Print legibly!

### Game organization

In 5U and 6U, teams are typically composed of 6 players. Four play each quarter, and games are divided into four quarters

In 7U and 8U, teams are typically composed of 8 players. Six play each quarter, and games are divided into four quarters.

In 10U, teams are typically composed of 9 players. Seven play each quarter, and games are divided into two halves with each half divided into two quarters of approximately equal length.

In 12U, teams are typically composed of 12 players. Nine play each quarter, and games are divided into two halves with each half divided into two quarters of approximately equal length.

If a team is short players in non-competitive divisions, it is recommended that the opposing team either play down or share players. In competitive divisions, there is no recommendation for playing down, and players cannot be shared. In order for a game to be played, the rule is  $\frac{1}{2} + 1$  number of players must be present. For example, in 10U, 7 players are required for a full side game. Five players must be present in order for the game to be played ( $3 \frac{1}{2} + 1 = 5$ , since we can't have  $\frac{1}{2}$  of a player).

Division	Minimum number of players to play	Maximum number of players on the field	Maximum number of players on roster
5U	3	4	7
6U	3	4	7
7U	4	6	9
8U	4	6	9
10U	5	7	10
12U	6	9	12
14U	7	11	15
16U	7	11	22
19U	7	11	22



### Three-quarter play rule

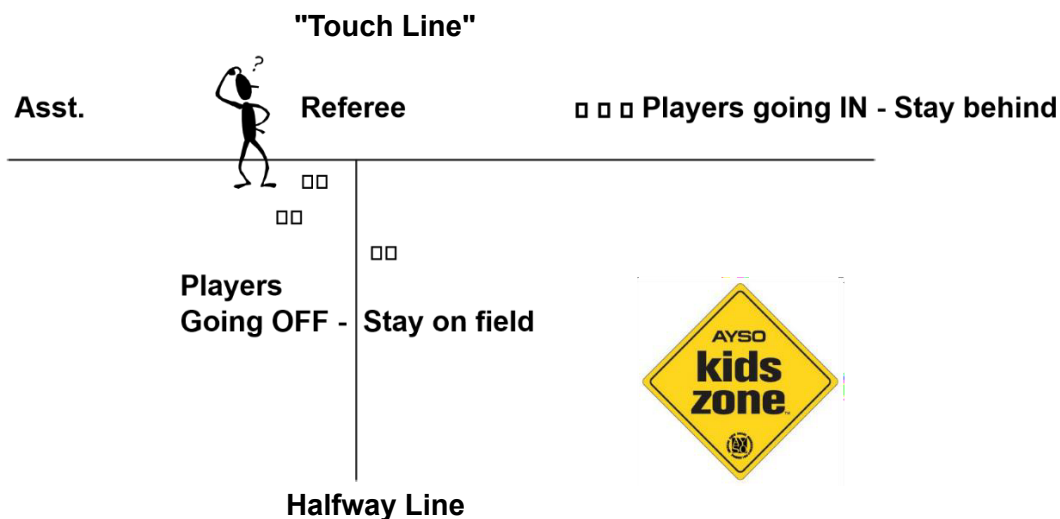
While AYSO requires that all members of a team play at least one-half of every game, Region 42 requires that all players play at least 3 quarters of every game they attend. The only time it is not possible for all players to play 3 quarters is when a 10U team has 10 players on the roster, 14U-19U teams with more than 14 on the roster, when all players are present for the match. In those cases, the coach must rotate the half-game players throughout the season, so that each player sits out half a game at least once before any player sits out half a game a second time. Division directors will review all game cards and verify that all players are receiving equal playing time throughout the season. **The 16U/19U teams play in Area 10E and are subject to Area program rules and guidelines.** In cases where 14U play in Area, they will be subject to area guidelines as well.

### Substitutions

Approximately midway through each half the referee will indicate it is time for "Subs". This is not a "time out". You should have all your players ready to enter the game at the referee's signal. This should be done quickly. (See Below)

In order to make the game flow smoothly with a minimum amount of break in play, please follow the instructions for substitutions given below. These should be reviewed and practiced with your team.

1. Coaches must be ready with their substitutions. The coach and the players must know before each quarter, and at the start of the second half, who is in and who is out and where they are playing. Come to the game with a written plan for substitutions!
2. Players getting ready to enter the field should:
  - A. Stand off the field at the half way line
  - B. Stand facing the field
  - C. Enter the field only after the Referee or Assistant Referee (AR) gives them permission.
3. Players coming off the field or staying off the field are to:
  - A. Stand at the edge of the field at the half line
  - B. Stand facing away from the AR so that they can record player's numbers.
  - C. Players substituting out should be recorded as out by the AR.



## Coaching During the Game

**Positive, Instructional and Encouraging** coaching is mandatory during the game. Coaching is limited to two coaches on one side of the field and within the area of the technical area (aka coaches' box). The technical area will be marked with paint 10 yards on either side of the half line. If it is not marked you should use the center circle as your guide.

No coaches or parents may enter the playing field without a referee's permission.

We have a ZERO tolerance for referee abuse; violations can result in suspensions by either the referee or a board member in attendance at the game. Please be positive and remember we are ALL volunteers. Please see Appendix "E".

You are responsible for the behavior on your sideline. If players, parents, spectators or assistant coaches become disruptive, it is your responsibility to maintain a positive atmosphere. Note that disruptive parents, spectators, etc., can and will be ejected from the game by the referee or board members in attendance. You should also make sure that the people on your sideline remain back from the touchline and remain toward the center of your side of the field. No one is allowed to be closer to the goal line than the penalty area or behind the goals. If you need help managing a parent situation, please contact your Division Director or another board member – we are there to help!

Remember that practice belongs to the coach, but that the game belongs to the players. **Let them play!**

### **Balanced Teams don't always work:**

Each year, the balancing doesn't work as planned in some divisions and teams are mismatched on the playing field. From a coaching perspective, the challenge is **not** to penalize the winning or scoring team – winning is the purpose of the game after all. We also don't want to humiliate or discourage the opposing team that is being easily beaten.

Here are a few pointers for consideration:

- Coaches should be proactive as **early** as possible if they see an obvious disparity. Once a game gets to 0-4 or 0-5, opponents will, at most levels, struggle to comeback.
- The winning team should not be penalized, e.g., stopping scoring.
- The losing team should **not** be patronized, i.e., using blatant efforts to "level the playing field," like playing three players down.

Rather, we should look at some **proactive and challenging coaching conditions** for coaches **before** the score is out of hand.

### ***Here are some ideas:***

- Rotate players' positions on the winning team (e.g., GK plays striker, strikers play GK/defender, etc.)
- Introduce a specific number of passes to score – a reasonable challenge that is less noticeable. Plus, you've got to start over at "one" every time the opposing team touches the ball.
- Set a midfield boundary – tell your offensive players they can't cross midfield to help the defense. This lets the opposing team have a numbers advantage. Tell your defense the same thing: not to cross midfield to help the offense score.

- Balance the line-up: Limit the number of perceived stronger players being on at the same time.
- Ball needs to be played “wide” before being put into the offensive area.
- Selected players can only shoot using their weaker foot.
- Players must perform a specific turn or move, e.g., step-over before shooting.
- Please be aware of how you communicate these ideas to your team. Shouting them across the field is not ideal.

In actuality, there is no guaranteed way to lessen a blowout or ensure it doesn't happen; however, a proactive awareness and effort by the winning coach **can** help lessen the impact. It should also be noted that prioritizing “development over winning” from day one could help the player's perspective.

### **Misconduct Report Policy**

Cards should never be shown in 10U and below, very rarely shown in 12U and shown as warranted in 14U. Yellow and red cards will be reported on the game card of the team(s) shown on the card(s), with a brief description of the misconduct. Yellow and red cards will also be reported and described more fully on a Misconduct Form, to be filled out by the Referee. The report will indicate the reason for each misconduct along with details describing the misconduct. Completed forms will be turned in to the appropriate Division Director (DD) who will get copies (scans via email, etc.) to the Regional Referee Administrator (RRA), Regional Coach Administrator (RCA) and Regional Commissioner (RC) within 48 hours. Division Directors will keep track of all Misconduct Reports and cards issued in their division during the season.

Red cards, including a second yellow card shown in a game, result in a mandatory one game suspension the following week. This suspension does NOT include practices that week. The coach will be notified of the suspension by the RC. The DD, RRA and RCA can decide to make a recommendation, based on the circumstances of the misconduct, for the suspension to be for more than one game. If a recommendation is made to increase the suspension, the RC will be informed and will make the final decision, and will notify the coach.

The accumulation of three yellow cards by a player over the course of multiple games in one season results in a mandatory one game suspension the following week. This suspension does NOT include practices that week. The DD, RRA and RCA can decide to make a recommendation, based on the circumstances of the misconduct, for the suspension to be for more than one game. If a recommendation is made to increase the suspension, the RC will be informed and will make the final decision, and will notify the coach. The accumulation of cards will not include two yellow cards issued in a single game, which is covered under the red card policy.

The RC will inform the coach of any game suspensions.

If a red card or third yellow card is issued during the last game of the season, the game suspension will carry over to the post season or to the following season for non-post season players.

In the case of a possible conflict of interest of the DD, RRA, RCA or RC (being a coach in the division, for example), the Regional Assistant Commissioner for Girls (RAC-G) and the Regional Assistant Commissioner for Boys (RAC-B) will take part in the decision to increase game suspensions.

In the case of a coach, parent or spectator send off, that person will receive a mandatory one game suspension. The DD, RRA and RCA can decide to make a recommendation, based on the circumstances of the misconduct, for the suspension to be for more than one game. If a recommendation is made to increase the suspension, the RC will be informed and will make the final decision, and will notify the individual.

## MISCELLANEOUS



### Medals and 12/14U Tournament

For Divisions 5U through 8U, either participation trophies or medals will be presented to all players in the division. For all other divisions, medals will be presented to each player that places in the award rankings. (The number of teams is determined by the Region 42 Board, depending upon the enrollment in the respective divisions)

For 10U, **match results and referee points** are both used to determine final standings. In the event of ties in total points for medals or league playoff places, a playoff match will be arranged for the Saturday following the end of the regular season. If a team is unable or unwilling to participate in the playoff, they will be eliminated from the process. If three teams are tied in total points, two of those teams will play a semifinal match, and the winner will play the third team in the final. The team receiving a bye for the semifinal match will be determined by head to head results from the regular season; if that doesn't provide a team for the bye, then a random drawing will be used. If a playoff match cannot be arranged due to field availability, the tiebreak will be as follows;

1. Head to head
2. Random drawing

In the event the full season of scheduled matches cannot be played due to unforeseen circumstances, such as rain, fires, field closures, etc, final standings will be determined based on standings as of games played. If teams have played a different number of games, then a mathematical multiplier will be used for the sake of fairness.

For 12U and 14U, **match results and referee points through week 9** are both used to determine seeding for an end of season tournament. Medals will be awarded to 1st and 2nd place teams in the tournament.

- Standings from win/tie points from weeks 1-9 AND Ref points from weeks 1-11 determine the Core Season 1st place team which secures the 1st spot in League Playoffs. If needed (see below), the same points will determine the Core Season 2nd place team.
- Standings (win/tie/ref points) from weeks 1-9 determine seeding in the End-of-Season Tournament.
- If we are allocated a second League Playoffs spot, it will be given to the End-of-Season Tournament winner, or the Core Season 2nd place team if the 1st place Core Season team is the End-of-Season Tournament winner.
- All games, starting in week 1 onward, count towards standings. Teams get 3 points for a win, and 1 point for a draw. Ref points are added to team standings, up to 15 ref points per season. A minimum of 5 referee points is also required.
- The top team at the end of the core season for 12U/14U will qualify for the League Playoffs (aka Area Playoffs). Note that the core season comprises weeks 1-9 for wins/losses/draws points but comprises weeks 1-11 for ref points. That is, ref points earned during the end-of-season tournament (weeks 10, night games and 11, finals) will also count in the determination of the core season top 2 teams.

## **League Playoffs**

Teams are invited to Area League Play-offs in December based on the number of slots available, to be determined by Area 10E. Tie breaker for Area Playoff spots will be as described above for medals. In divisions where we are able to provide an end of season tournament, the tournament winner will qualify for Area playoffs ***IF*** a wild card spot has been awarded to the region. All other spots will be determined by league season standings. Information about Area playoffs can be found on the [www.ayso10e.org](http://www.ayso10e.org) website. In order to receive an invitation ALL coach certifications must be up-to-date and at the age- appropriate level. NO exceptions!

## **Player Evaluation (7U and up)**

In week 5 we will ask you to start evaluating your players using our rating system. Evaluations will be due by week 6 to your division director. Each player on your team will be evaluated using a "100" point scale, as described in appendix B. Please ask your division director for assistance if required.

Remember that your ratings should reflect a typical mix across the range of the scoring. For example, a typical 10U team would see a ratings range that looks like....92, 84, 74, 61, 52, 44, 35, 31, 22...for their 9 players.

This is one of the most important events that occur each year. This is the method which allows us to achieve the AYSO philosophy of "Balanced Teams". As the season goes on, make it a practice to observe players from other teams, so that the process will be successful. **(Please see Appendix "B")**

## **Tobacco and Alcohol Policy**



AYSO National Policy forbids the use of tobacco products, alcohol and vaping on or near the playing fields at any practice or game.



## **POST SEASON (10U and up)**

### **Post-Season Coach Selection (10U and up)**

Application to coach during the Panther Shootout and/or All Stars is available on the website and must be completed and turned in to your Division Director **prior to close of play on week 5**.

Any **coach or assistant coach** in a competitive division may submit an application for consideration. Post-season coaches are selected by the Executive Board of AYSO Region 42 at the recommendation of the Division Director. Information about the Panther Shootout, All Stars and tournament teams can be found on the website.

### **Panther Shootout (10U through 14U)**

This is an annual tournament hosted by Region 42 over the Thanksgiving weekend. It serves as our one major fundraiser so that we don't have to ask families to go out and sell chocolates, cookies, car wash tickets, etc.

Teams are formed as 'one off' tournament teams. Due to player availability over the Thanksgiving holiday the Panther Shootout teams may contain players that will not be selected for All Star teams. Likewise, coaches may or may not be All Star coaches. Player selection is at the discretion of the coaches.

For those of you interested, but not quite sure about tournament level play, this is the ideal opportunity, since it is just a one weekend commitment.

### **All Stars (10U through 14U)**

These teams represent Region 42 in the Area 10E All Star tournament in January. Winners of the Area 10E All Star tournament may be invited to the Section 10 All Star tournament in February. These teams typically retain the majority of their players following the Area 10E and Section 10 tournaments and continue to play as a tournament team in local AYSO tournaments.


Coaches may apply for selection for just the Panther Shootout or All Stars or both. Coaches applying for All Star positions will be encouraged to continue with their team as a tournament team following the Area 10E and Section 10 tournaments. Applications must be submitted to the applicable Division Director by the Sunday following the fifth Saturday of the fall season. Player selection is at the discretion of the coaches.

### **Region funds available for Cultural Exchange Tournaments**

There may be money available to post season teams attending tournaments classified as cultural exchange experiences. You must notify the Region 42 Commissioner by **January 1st, 2024** if you would like to apply for any funds that may be available.

Be sure to visit us on the web at [www.aysoregion42.org](http://www.aysoregion42.org)

## Appendix A: Line-Up Card

**Newbury Park**  REGION 42 DIV. U12 B TEAM# 42A  
 TEAM NAME FC BARCELONA  
 TEAM COLORS Red/Blue  
 COACH'S NAME Pep G  
 ASSISTANT COACH'S NAME Jose M

NO.	PRINT NAMES IN NUMBER ORDER GK-Goalkeeper, C-Captain, A-Alt. Captain	GOALS SCORED	QTRS. PLAYED			
			1	2	3	4
2	Dani Alves		GK			
3	Ashley Cole					
4	Sergio Ramos					GK
5	Carles Puyol					
6	Xavi					
7	<del>David Beckham</del>		ABSENT INJURY			
8	Andres Iniesta					
9	Alan Shearer					
10	Leo Messi			GK		
11	Neymar					
12	Thierry Henry				GK	
13	Gerd Muller					
14	JOHAN CRUYFF					

All players on roster must be listed, Indicate reason(s) for absence.

Date \_\_\_\_\_ Time \_\_\_\_\_ Field \_\_\_\_\_

Halftime Score \_\_\_\_\_ In favor of \_\_\_\_\_

Final Score \_\_\_\_\_ Winning Team \_\_\_\_\_

Losing Team \_\_\_\_\_

Referee and Assistants complete reverse side

See instructions on page 12 of this manual. Visit the website for a template that will enable printing team information onto a match card.

The Assistant Referee will mark substitutions. Please make sure to list the players in jersey number order with first and last name. All players on the roster must be listed. Please note the reason for absence for missing players.

## Appendix B: Player Evaluation Guidelines

This is the type of information used to provide player ratings at the end of the season. Your division director will work with you and schedule a meeting to gather this information from the coaches in the division.

Rate this child as they compare with the other players in their division. Enter a rating in each category. There is a possible score of 1 to 10 in each category. Scores of 10 and 100 are possible, but very unlikely.

The “average” player will be somewhere in the 50’s.

### ***Guidelines:***

One of the best in the division	10 points
Excellent Player	9 points
Very Good Player	8 points
Good Player	6-7 points
Average Player	5 points
Below Average Player	4 points
Weak Player	2-3 points
Poor Player	1 point

### ***Ratings Categories:***

Passing	Endurance
Dribbling	Kick Distance
Trapping	Aggression
Speed	Tackling
Knowledge of Game	Flexibility*

\*Flexibility rates the ability and willingness of a player to perform at 4 (offensive, defensive, midfield and goalkeeping) assignments. It also is a reflection of team spirit. Will the player accept an assignment to a position that is not a “favorite” for the benefit of the team?



## **Appendix C: Safety Information: Preventing/Reporting Injuries, Insurance, & Forms**

Safety Director – Darryl Levi

safety@aysoregion42.org

### **Injuries, Physical Violence or Property Damage – AYSO Incident Report Form**

The AYSO Incident Report Form is used whenever there is an injury, damaged property, or threats of or actual physical violence surrounding an AYSO game, practice, event or property. The form should be prepared by the Coach, Assistant Coach, AYSO Official, or other AYSO Volunteer.

Please notify the Safety Director of the incident within 72 hours, and submit the form as soon as possible. In the event of an injury, the form is required in order to begin the process of filing a Soccer Accident Insurance claim. In the past, some coaches have waited until the end of the season to complete the form and notify the Safety Director. This has resulted in families being unable to file an SAI claim.

### **Insurance Coverage - SAI**

AYSO provides Soccer Accident Insurance ("SAI") for all currently registered AYSO members (players, coaches, referees and other volunteers) for accidental bodily injury while participating in covered activities: practices, games, other sponsored activities. For complete information on coverage and benefits, review the SAI brochure online (available at <http://safety.aysoregion42.org>), or contact the Region Safety Director.

### **Participation Release Form**

Anytime a player has suffered an illness or injury that requires the care of a physician or visit to a medical care facility, REGARDLESS OF WHETHER OR NOT THE CAUSE WAS AYSO RELATED, an AYSO Participation (Return to Play) Release Form must be completed and signed by the player's parent or guardian and provided to the coach so that the coach is aware that the player can participate. The coach should deliver a copy of the completed form to the Region 42 Safety Director as soon as possible, retaining a copy of the form for themselves.

Example: A player misses a practice or game because a doctor ordered them to have no physical activity due to an asthma condition. The parent/guardian must complete the form before the player can participate again in AYSO activities. A player that misses a game due to a cold that does not require a doctor's care does not require a form to be completed.

### **First Aid Kits and Ice Packs**

Region 42 provides First Aid Kits and Ice Packs to all coaches in the event of minor aches and injuries that may occur during games and practices. If you are in need of replacement ice packs and/or first aid supplies, please stop by the Referee Tent at Pepper Tree or Dos Vientos on a Saturday to restock, or contact the Safety Director.

### **Forms**

Safety forms are available at: the Region's website under Safety & Insurance, <http://safety.aysoregion42.org>, and at the Snack Shack/Referee Tents at Pepper Tree and Dos Vientos Parks.

### **Injury Prevention**

Please remember that players cannot participate in practices/games if they are wearing ANY jewelry. This includes watches, friendship bracelets, plastic wristbands or necklaces. The item MUST be removed or the child cannot participate. (The ONLY exception to the above is a "medical alert" bracelet, which must be tightly taped to the wrist prior to participating.) Also, players MAY NOT participate in practices/games if they have earrings in their ears. There are NO EXCEPTIONS; they may not be taped nor covered in any way. They MUST be removed or the player cannot participate.

***Please remember to remind players to stay hydrated at all times during games/practices.***

## Appendix D: Concussion Information

# Parent/Athlete Concussion Information Sheet



A concussion is a type of traumatic brain injury that changes the way the brain normally works. A concussion is caused by bump, blow or jolt to the head or body that causes the head and brain to move rapidly back and forth. Even a "ding," "getting your bell rung," or what seems to be a mild bump or blow to the head can be serious.

### WHAT ARE THE SIGNS AND SYMPTOMS OF CONCUSSION?

Signs and symptoms of concussion can show up right after the injury or may not appear or be noticed until days or weeks after the injury.

If an athlete reports **one or more** symptoms of concussion listed

#### Did You Know?

- Most concussions occur *without* loss of consciousness
- Athletes who have, at any point in their lives, had a concussion have an increased risk for another concussion.
- Young children and teens are more likely to get a concussion and take longer to recover than adults.

below after a bump, blow, or jolt to the head or body, s/he should be kept out of play the day of the injury and until a health care professional, experienced in evaluating for concussion, says s/he is symptom-free and it's OK to return to play.

SIGNS OBSERVED BY COACHING STAFF	SYMPTOMS REPORTED BY ATHLETES
Appears dazed or stunned	Headache or "pressure" in head
Is confused about assignment or position	Nausea or vomiting
Forgets an instruction	Balance problems or dizziness
Is unsure of game, score, or opponent	Double or blurry vision
Moves clumsily	Sensitivity to light
Answers questions slowly	Sensitivity to noise
Loses consciousness ( <i>even briefly</i> )	Feeling sluggish, hazy, foggy, or groggy
Shows mood, behavior, or personality changes	Concentration or memory problems
Can't recall events <i>prior</i> to hit or fall	Confusion
Can't recall events <i>after</i> hit or fall	Just not "feeling right" or "feeling down"

### CONCUSSION DANGER SIGNS

In rare cases, a dangerous blood clot may form on the brain in a person with a concussion and crowd the brain against the skull. An athlete should receive immediate medical attention if after a bump, blow or jolt to the head or body s/he exhibits any of the following danger signs:

- One pupil larger than the other
- Is drowsy or cannot be awakened
- A headache that not only does not diminish, but gets worse
- Weakness, numbness, or decreased coordination
- Repeated vomiting or nausea
- Slurred speech
- Convulsions or seizures
- Cannot recognize people or places
- Becomes increasingly confused, restless, or agitated
- Has unusual behavior
- Loses consciousness (*even a brief loss of consciousness should be taken seriously*)

### WHY SHOULD AN ATHLETE REPORT THEIR SYMPTOMS?

If an athlete has a concussion, his/her brain needs time to heal. While an athlete's brain is still healing, s/he is much more likely to have another concussion. Repeat concussions can increase the time it takes to recover. In rare cases, repeat concussions in young athletes can result in brain swelling or permanent damage to their brain. *They can even be fatal.*

#### Remember

Concussions affect people differently. While most athletes with a concussion recover quickly and fully, some will have symptoms that last for days, or even weeks. A more serious concussion can last for months or longer.

### WHAT SHOULD YOU DO IF YOU THINK YOUR ATHLETE HAS A CONCUSSION?

If you suspect that an athlete has a concussion, remove the athlete from play and seek medical attention. Do not try to judge the severity of the injury yourself. Keep the athlete out of play the day of the injury and until a health care professional, experienced in evaluating for concussion, says s/he is symptom-free and it's OK to return to play.

Rest is key to helping an athlete recover from a concussion. Exercising or activities that involve a lot of concentration, such as studying, working on the computer, or playing video games, may cause concussion symptoms to reappear or get worse. After a concussion, returning to sports and school is a gradual process that should be carefully managed and monitored by a health care professional.

It's better to miss one game than the whole season. For more information on concussions, visit: [www.cdc.gov/Concussion](http://www.cdc.gov/Concussion)

Student-Athlete Name Printed

Student-Athlete Signature

Date

Parent or Legal Guardian Printed

Parent or Legal Guardian Signature

Date

## Appendix E: Referee Points System



## Team Referees and the Referee Points System

Region 42 strives to provide certified referees for each game at 7U or above. Our goal is to provide one center referee for the 7U & 8U games (about 200 games per season) and a team of three referees for the competitive divisions, 10U, 12U & 14U (about 300 games per season). **To allow us to achieve this goal we need in excess of 160 referee slots to be filled each week.** In order to ensure that we have the referee slots filled we need each team to provide us with volunteer referees.

Summary of the 2023-2024 Referee Points System for Region 42:

1. Referee Points are only applicable to the standings of teams in the 10U/12U/14U divisions.
2. Referee Points may only be earned by adults (age 18+) or youths who have an Intermediate badge or higher.
3. Center Referee (CR) and Assistant Referee (AR) assignments for 10U/12U/14U games will earn two Referee Points per game in the scheduler system.
4. Center Referee (CR) assignments for 8U games will earn one Referee Point per game in the scheduler system. (No points for 8U AR or 7U CR/AR).
5. A team can earn up to four Referee Points per week (per round) in the scheduler system.
6. A team can earn up to 30 Referee Points per season in the scheduler system.
7. For standings purposes, Referee Points are divided by two to determine the "Team Standing Referee Points", for a maximum of two Team Standing Referee Points per week and 15 Team Standing Referee Points for the season. These Team Standing Referee Points are added to each team's wins/losses points each week as the season progresses.
8. In competitive divisions teams will need to earn a minimum number of Referee points (10) in order to qualify for Area Playoffs. (10 Referee points equates to 5 Team Standing Referee Points). Teams will not be able to progress to Area Playoffs unless they have qualified by earning the minimum number of referee points.

## Team Referees

Every team from 7U to 14U needs to provide a referee.

### **5U/6U Divisions**

- For 5U/6U the coaches are the referees.

### **7U / 8U Divisions**

- In Region 42, the teams in our 7U/8U divisions are ultimately responsible for providing their own officials for refereeing. 7U/8U teams are expected to provide adult team referees who have been certified via the 8U Official [clinic](#) (or higher) to officiate during their child's game as the center referee. Head coaches may not be team referees, but assistant coaches, once certified as 8U referees or above, may. If an assistant coach is refereeing the game, they may not coach while doing so. Spectators who are not certified referees may only help by signaling if the ball has gone out of bounds. The Home team will be the default team to provide the certified referee at each game. Regional referees or 8U Officials who are earning referee points for their team(s) in the competitive divisions (10U-14U) may also sign up to referee any of the 8U games and earn one referee point (1/2 team standing referee Point) for an 8U CR (center referee) slot. In all cases, the coaches are expected to support and abide by the calls made by the referees.

### **10U / 12U / 14U Divisions**

- For 10U/12U/14U each team needs to provide an adult referee (age 18+) who will referee games other than their own child's games. They must be certified by taking the [Basic Referee Training](#) (or higher). They will earn Referee Points for their team during the season. Games are self scheduled in the online Referee Scheduling System. The level of game a referee officiates is dependent on their qualification level (and the level of games open for self scheduling is limited by that same qualification). Note that referees can earn points for a team in one division level even if the game they're officiating is at a different level. For example, a parent with a child in the U12 Division can earn points for that U12 team by refereeing games in the U10 Division. Also, please note that referee points are NOT earned for 16U/19U games, as those are administered by Area 10E.

## The Referee Points System

Region 42 uses a Referee Points system to reward 10U, 12U and 14U teams that supply certified adult (18 or older) referees for our games. Each team is asked to supply at least one adult referee (preferably not the coach) for the season. New referees are especially welcome and needed because they provide an opportunity for us to grow our pool of available referees. Each team's coach needs to actively encourage parents to volunteer for this opportunity. Team Standing Referee Points earned by a team's adult referee are added to the team's total win/loss points, and therefore referee points will almost certainly affect team standings.

Note that in competitive divisions teams will need to earn a minimum number of Referee points (10) in order to qualify for Area Playoffs. Reminder that 10 Referee points equates to 5 Team Standing Referee Points. This means that even if a team's win/loss points without Team Standing Referee Points are higher than other teams' total points, they won't progress to Area Playoffs unless they have qualified by earning the minimum referee points.

Youths 12 to 17 years old are also highly encouraged to referee. Certified youth referees can earn points toward a separate youth incentive program. Certified youth referees do not earn Referee Points for teams (see exception below).

Referees are AYSO volunteers and each referee must register as a volunteer (note that registering as a volunteer includes a number of steps, so this shouldn't be left until the last minute). Coaches are responsible for ensuring that all of their volunteers meet this obligation. Referees who have not registered as volunteers will not be able to take part in AYSO games and therefore will not be able to earn Referee Points for their teams.

### Details of the Referee Points System

- Because of limitations with the referee scheduling system there is a distinction between referee points in the scheduler system and "Team Standing Referee Points" as described below.
- Teams that have a certified adult referee representing them can earn up to a maximum of 30 Referee Points in the scheduler system, during the season.
- Referees and assistant referees earn two Referee Points each per game in the scheduler system at the 10U, 12U, and 14U level. Referees only (i.e. center referees, NOT assistant referees) earn one Referee Point each per game in the scheduler system at the 8U level.
- **Teams can earn a maximum of 4 Referee Points per week in the scheduler system.** Occasionally, it may look like a team has earned more than 4 Referee Points in the scheduler system in a week, but this usually is due to a correction of some sort (see below).
- Referee Points in the scheduler system will be divided by 2 for calculating "Team Standing Referee Points". So, the maximum 30 Referee Points a team can acquire per season in the scheduler system will equate to 15 "Team Standing Referee Points" used to help determine a team's standings.
- Teams can have multiple adult referees representing them for points, but the team can acquire only 4 points per week. If a team has more than one referee we suggest that they coordinate their game assignments. Adjustments will not be made if the multiple referees do not coordinate their referee assignments to meet the 4 points per week team maximum in the scheduler system. For example, if the refs for a team earn 6 points in a week, two of those points will not be counted and will not be transferred to a different week. This rule is to ensure a sufficient number of referees every weekend throughout the season. This doesn't mean a referee cannot sign up and officiate games. In that case

we do thank you for stepping up and helping to ensure the kids can play.

- Referees can earn only 4 Referee Points per week for any one team, but they can represent more than one team and earn 4 Referee Points per team per week.
- “Team Standing Referee Points” (Referee Points from the scheduler system divided by two) will be added to the team’s total points in the standings each week. The referee points can be and often are critical for determining the final standings of a team.
- In competitive divisions teams will need to earn a minimum number of Referee points (10) in order to qualify for Area Playoffs. Please remember that 10 Referee points equates to 5 Team Standing Referee Points. This means that even if a team’s win/loss points without Team Standing Referee Points are higher than other teams’ points, they won’t progress to Area Playoffs unless they have qualified by earning at least five Team Standing Referee Points.
- Because a 8U CR referee point is halved to 0.5, a team’s total standings (wins, ties, Team Standing Referee Points, etc.) throughout the season may be a fractional number.
- Coaches are responsible for verifying that their team referees are earning points.
- Requests to review or modify point totals may be submitted to the Referee Scheduler up until week 8 of the season. **After week 8, point review requests cannot be accepted.**
- Some divisions hold night games on weeknights toward the end of the season. Those games may be treated as an additional week.

### Information for Referees

- Each referee must register as a volunteer and undergo a background check every year. Please see the [volunteers page](#) for the full set of requirements.
- New referees must complete the Basic (Regional) Referee training (or the 8U Official training if they are only going to referee 8U level games).
- Please see the [referee training page](#) for details on the courses being hosted in Newbury Park. Courses in other regions may be found at AYSOU.
- Once the season starts, referee instructors and staff are heavily involved in supporting games and other AYSO volunteer activities. Accordingly, Basic (Regional) Referee clinics will not be available in Region 42 after August and are rarely, if ever, available elsewhere after the season begins.
- Volunteers already certified as AYSO referees do not need to repeat the clinics, but they are strongly encouraged to inform themselves about recent important changes to the Laws of the Game. More information about these changes will be provided before and during the start of the season. Information is also available on this website.
- Volunteers previously certified at the 8U Official level DO need to complete the Basic (Regional) Referee Clinic to officiate 10U games and above.
- Training and uniforms are free to Region 42 referee volunteers.
- All referees will need to register with our [online scheduling system](#). This system allows them to choose games around their own schedule and is the system where referee points are tracked. The referee will also be able to assign a team affiliation for the Referee Points system. Information about registering in the scheduler system will be provided by email prior to the start of the season and can be found on this website.
- On a normal game day we typically have many open slots that have not been scheduled in the online system. Referees filling in for an additional game can earn their points for that game as long as they enter their information on the master (printed) schedule at the referee shed (across from the snack shack for Pepper Tree games). Be sure to write legibly!! Note, however, that teams can only earn a maximum of 4 Referee Points per week.

- Youth referees (younger than 18 yrs) who are Intermediate level or higher can represent a team for Referee Points, at the discretion of the referee staff.
- Reminder: Referee Points will not be awarded for center referee or assistant referee assignments in 7U or for assistant referee assignments in 8U games.





# ALL VOLUNTEERS

Coaches, Asst Coaches,  
Referees, Team Parents

If you work for one of the companies below,  
your company will give a cash grant to  
Newbury Park AYSO Region 42 for your volunteering.



*Contact us to find out how it works.*

## Appendix G: Practice field locations

# NO PRACTICE UNTIL August 1<sup>th</sup>, 2023

## Reservable Practice Locations

Borchard Park Field 4	12U+	Mon - Fri	5:00 – 8:00pm Starts 8/1
Pepper Tree Park Fields 6 & 7	All	Mon - Fri	5:00 – 7:00pm Starts 8/1 No access to fields 1 & 2
Rancho Conejo Field 1	All	Tue & Thu	4:00 – 7:00pm Starts 8/1
Sequoia School	All	Mon - Fri	3:30 – 8:00pm Starts 8/1
Dos Vientos Park Field 1	12U+	Tue & Thu	5:00 – 8:00pm Starts 8/1
Dos Vientos Park Field 2	14U+	Thu	5:00 – 8:00pm Starts 8/4
Dos Vientos Park Field 3	12U+	Mon - Fri	5:00 – 8:00pm Starts 8/1

- Schools NOT available for practices: Banyan, Cypress, Maple, EARTHS & Sycamore Canyon
- NO restrooms open at Sequoia – we do provide a porta-toilet  
NO drop off or pick-up on Michael Drive for Sequoia
- NO drop off or pick up on Gerald Drive for Borchard Park
- NO Dos Vientos park fields 1 & 2 on Mon & Wed, 5-8pm, due to Area 10E 16U/19U play, until after Nov. 1<sup>st</sup>
- Other local parks, first come, first serve basis, no reservations. No whistles allowed on local neighborhood parks (ie Via Andrea, Wendy Drive, American Oaks, etc.) per CRPD
- Practices are scheduled online in the Sports Connect system at [aysoregion42.org](http://aysoregion42.org).

- Please remember to be good neighbors and pick up all trash.
- Please remember to share and be flexible and friendly with other teams practicing around you. You probably don't need as much room as you think. We have limited field space for practices and many teams needing space.
- Post season coaches will schedule practices in SC. Dos Vientos is available for practice through the PSO. Borchard is available through the All-star tournament. Sequoia is available through the tournament season. Borchard may NOT be scheduled for scrimmages on M-F 5-8pm during the January all-star season.

## **Disclaimer**

AYSO Region 42 makes every effort to ensure that the information included in this manual is accurate.

All coaches are encouraged to verify dates, times, etc with their applicable Division Director.

Questions related to the content of the Coach manual should be addressed to your Division Director or to the Region 42 Coach Administrator.

# Thank you for volunteering