

# **Lincoln Soccer Club**

## **Section 6**

### **Travel Team Policy**

These policies are intended for travel coaches to outline the process of forming and managing a travel team within the guidelines surrounding travel soccer in the Lincoln Soccer Club (LSC).

The Lincoln Soccer Club will support both Recreational and Competitive Teams for travel for both boys and girls from U8 to Senior age levels offered in the Province of Ontario that will have a combination of players from Lincoln, West Lincoln and Grimsby.

By no means, will this Travel Team Policy supersede the rules or bylaws from the following governing bodies:

- FIFA
- Ontario Soccer Association
- Niagara Soccer Association

### **6.1 Definitions**

- a. OSA refers to Ontario Soccer Association
- b. NSA refers to Niagara Soccer Association
- c. NRSL refers to Niagara Regional Soccer League. This league is governed by the NSA and is authorized to operate as an L5/L6 league by the OSA. This will be referred to herein as Recreational Travel
- d. NYSL refers to Niagara Youth Soccer League. This league is governed by the NSA and is authorized to operate as an L5/L6 league by the OSA. This will be referred to herein as Recreational Travel
- e. SRSL refers to the South Regional Soccer League. This league is governed by the OSA and is authorized to operate as an L3 (Elite)/ L4 (Premier, Division 1,2 & 3). This will be referred to herein as Competitive Travel
- f. OYSL refers to the Ontario Youth Soccer League. This league is governed by the OSA and is authorized to operate as an L1 league. This will be referred to herein as Competitive Travel
- g. LTPD refers to Long Term Player Development
- h. OPDL refers to Ontario Player Development League (L1 replacing OYSL for all players born after the year 2000)
- i. LSC refers to the Lincoln Soccer Club
- j. OFF SEASON is the considered between the months of November and April

## 6.2 General Guidelines

- a. Although players are allowed to play for any center that they choose, it is the club's policy to provide for players that reside in the Town of Lincoln first, followed by West Lincoln and Grimsby. The following are the minimums that have been established for the number of Lincoln residents on a team. The percentages must not be exceeded unless the team has obtained approval through the Club. The numbers resulting from the calculations for non-resident players are not to be rounded-up (i.e. though 10% of 16 is 1.6, the team is allowed only 1 non-resident player, not 2):
  - For teams between U8 and U12, 20% of the roster
  - For teams U13 and U14, 40% of the roster
- b. Anyone that participates in the LSC travel soccer program must be registered with the LSC and cannot be registered with another club
- c. Travel teams are not permitted to play house league teams in exhibition games. This is intended to preserve the integrity of the associated teams and their clubs.
- d. LSC will only support one team at each age level at both the Recreational and Competitive Travel levels (i.e. 1 NRGSL team & 1 SRS� team for U18G). This is subject to change as the Club grows
- e. All LSC Travel Teams are expected to participate at the Club's annual tournament West Niagara Invitational Soccer Tournament
- f. Players registered as Recreational or Competitive Travel are not eligible to play in House League although players may be called up from House League as a temporary player(s).
- g. Any teams that want to participate in any off-season activities will do so at their own expense although the Club will continue to provide insurance coverage throughout the year for any registered players. Any indoor time that is offered to travel teams during the off-season should be consider bonus time and should not be an expectation of any of the teams to receive said time and is purely at the discretion of the LSC
- h. Call-ups from Recreational teams to Competitive teams will not be blocked by Recreational coaches. The club believes that coaches must work together to promote players to the highest level of play. A courtesy call is encouraged between coaches. All players' game obligations are to the principle team that they are signed with first.
  - Players can be called up from house league and younger Lincoln Recreational Travel teams. Calling up from the house league promotes our travel program within the house league and encourages more players to participate in the travel program. This produces long-term benefits for our travel program.
  - A call-up player may only be used up to a maximum of 6 games

### 6.3 Coaching Staff/Team Officials

- a. Any Coach interested in volunteering to coach a travel team for the LSC needs to make his/her interest known in writing to the Club Head Coach on or before September 1<sup>st</sup> for the following season.
- b. All coaches applying for a Travel Team must have attained a Police Criminal Record & Vulnerable Sector Check (refer to 6.2.1) in addition to the minimum certifications as defined by the OSA (refer to 6.2.2) and MUST provide a digital copy as proof of successful completion to the Club Head Coach. A coach must apply on an annual basis for a travel team.
- c. All travel teams will have a designated Head Coach and an Assistant Coach. For the 2014 season this will be recommended but will be mandatory for the 2015 season onwards
- d. All Coaches are expected to comply with the rules and by-laws of the governing bodies including but not limited to the: FIFA; OSA; NSA; & LSC. Failure to comply with the rules and by-laws may result in disciplinary action.
- e. Manager's are not permitted at any time to take the place of a Coach and cannot sit on the bench without one of the team's coaches (i.e. a manager cannot take the place of a coach(s) should they be absent for any OSA sanctioned event or games).
- f. A maximum of 4, team officials will be allowed to sit on the bench. Only team officials included in the team application will be allowed to sit on the bench.
- g. Team officials must be registered with the NSA and have their OSA registration books available at all times.
- h. Team officials will coach within 2 meters of the player bench
- i. Managers are only required to complete both a Police Criminal Record and Vulnerable Sector Check in addition to having successfully completed Respect in Soccer (RIS).

#### 6.3.1 Police Criminal Record & Vulnerable Sector Check

As is required by the OSA, all Coaches and Managers or anyone that will be around the players or on the bench during games at any time MUST complete a Police Criminal Record & Vulnerability Sector Check. The frequency of these screenings is the sole decision of the clubs' executive. The club will incur the costs of this process.

#### 6.3.2 Coaching Certifications

Coaches and Assistant Coaches who have completed the old Community Certificate (Senior) need to only complete the **Respect in Soccer** course to coach in the 2014 season. Managers are also required to complete **Respect in Soccer**.

Coaches and Assistant Coaches of travel teams will be required to complete the appropriate coaching course within the new community-coaching pathway.

Coaches of teams with players **U9 - U12 Male / U8 - U11 Female:**

- Completion of the new "Learning To Train" course with Respect In Soccer & the MED (Make Ethical Decisions) **or** Completion of the previous "Senior Community Certificate" (Child,

youth and senior)

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**NB: To clarify, if you are coaching female players who turn 11 in 2013 (born in 2002) or male players who turn 12 in 2013 (born in 2001) and you do not have your senior diploma (from the old system), you will need to complete Soccer for Life and MED.**

Coaches of teams with players **12+ and older Male or 11+ and older Female**

- Completion of the new “Soccer or Life” course with Respect In Soccer & the MED (Make Ethical Decisions) **or** Completion of the previous “Senior Community Certificate” (Child, youth and senior)

**NB: To clarify, if you are coaching female players who turn 11 in 2013 (born in 2002) or male players who turn 12 in 2013 (born in 2001) and you do not have your senior diploma (from the old system), you will need to complete Soccer for Life and MED.**

#### 6.3.4 Reimbursement

LSC will reimburse any Coach for the cost of any associated with both the Police Criminal Record and Vulnerable Sector Check and obtaining the appropriate Coaching certifications.

#### 6.4 Recreational and Competitive Team Tryouts

- a. A Coach may only permit players of the age group of his/her team to attend tryouts. Underage players may not try-out without written consent of the Club Head Coach which must be requested and approved each year
- b. Every eligible player living in Lincoln and/or registered with the LSC shall be entitled to tryout for a Recreational and/or Competitive Travel Team
- c. Players must be permitted to attend a minimum of two (2) try-out sessions before he/she can be cut.
- d. The Club will advertise the start of try-outs, as well as the coach's name and email address. The Club will provide a suitable facility for tryouts at the team’s cost with the actual time and length of session to be decided by the coach and Club
- e. Tryouts should be held immediately after the of the season and/or finals for the next season and initial selection completed by no later than end of November
- f. All players’ integrity will be respected during the tryout stage of the team formation. During tryouts players will periodically receive emails concurrently indicating whether they have made the team or not. Players will be instructed to open the emails at home to maintain confidentiality as to their status with that team. They should also be asked to observe a 24 hour reflection period before making a commitment to the team and/or contacting the team to better ascertain why the player had not been selected
- g. Interested players who tryout for a higher-level team (i.e.: South Region) that have been released will be given the chance to play for the Recreational travel. They are not considered late registrants (provided they registered for the South Region team by the registration date). They may not take the place of a player who has already been carded for the Recreational Travel team
- h. All teams **must** have 85% of their roster finalized by March 31<sup>st</sup>, and the full team by April

- 31st. Failure to do so will result in the team withdrawing from the travel program
- i. Recreational coaches should attend Competitive team tryouts and practices to evaluate players who may be released. This should be done in a confidential manner.

## **6.5 Travel Team(s) Operations**

### **6.5.1 General**

- a. Any team that is participating as a Competitive Travel Team will be required to reimburse the Club for the cost of the AWAY jerseys which is a requirement of the leagues at that level
- b. Sponsorships (home jersey, away jersey, LSC website): must be completed through the Club. This will ensure that the sponsors are aligned with the values of the Club and there are no conflicts with other sponsors (i.e. Tim Horton's and Starbucks). Funds received from the first sponsor for a team (home jersey) will be retained by the Club. Funds received from the second sponsor of a team (away jersey if applicable) will be remitted back to the team minus any amounts owed by the Team to the LSC
- c. Fundraising: If individual teams require additional funding during the season, the team solely will bear that responsibility. Any team that decides and/or determines that fundraising is required, will request approval to do so in writing to the Board of Directors. This is to avoid that individual teams' fundraising does not circumvent or directly conflict with the fundraising efforts of the club.

### **6.5.2 Financial Responsibilities of the Travel Team**

- a. Game balls (x2)
- b. Any off-season field and/or facility rentals
- c. Tournaments
- d. Cost associated with any training or equipment (i.e. balls for each of the players)
- e. Any fines or charges imposed or incurred on individual teams representing the club during league, playoff or tournament play are the sole responsibility of said team unless extenuating circumstances deem them unreasonable or unjust. The executive may decide to incur the costs upon appeal to the club. At the discretion of the executive fines to players for an accumulation of yellow cards or a red card should be paid by the club when there is no verbal or physical abuse of a referee, other official, other players, coaches or spectators involved in the suspensions or there is no violent play involved.
- f. Have an AUDIT process in place with regards to management of the team finances which includes updating the entire team (parents) at a minimum twice a year (beginning of season and end of season) to ensure no allegations of funds mismanagement occurs
- g. The Club at its discretion may request that Travel Teams participate in Club fundraising activities that help fund the overall program. Minimum fundraising team targets that are not met will result in eligible reimbursement amounts being reduced by the difference between what was raised and the assigned target

### **6.5.3 LSC responsibilities**

- a. Registration of all players with the OSA and corresponding league (NYSL, NRGSL, SRSL)
- b. Home jersey uniforms
- c. For Recreational Travel teams, the LSC will issue away jerseys that will remain property of the LSC. The away jerseys are to be returned to the LSC for the following year. Any team that fails to return their assigned away jerseys will be required to pay **full** amount of replacement cost

- d. In-season (May-October) practice field scheduling
- e. Field maintenance and up keep
- f. Field reservations for all in-season games

#### **6.5.4 Reimbursements**

- a. Teams between U8 & U12 will be eligible to be reimbursed for any team related expenses up to \$375 per season. To be reimbursed, legitimate receipts must be remitted back to the Club (i.e. tournament registration, cost of game balls, etc.). No funds will be remitted back to any team unless the Club receives receipts for Team expenses.
- b. Any teams between U13 and U18 will be eligible to be reimbursed for any team related expenses up to \$450 per season. To be reimbursed, legitimate receipts must be remitted back to the Club (i.e. tournament registration, cost of game balls, etc.). No funds will be remitted back to any team unless the Club receives receipts for Team expenses. Ladies or Mens teams are not eligible for said reimbursements
- c. All expenses related referee payments will be reimbursed by the Club to the Team upon request
- d. All expenses related Manager/Coaching certifications will be reimbursed by the Club upon remittance of any certificates and/or police checks
- e. Ladies or Men's teams are not eligible for said reimbursements

#### **6.6 Questions/Clarifications**

All questions or clarification with regards to: LSC Travel, OSA, NSA, NRGSL, NYSL, OYSL and/or LTPD policies or procedures are to be sent in writing to the Club Head Coach after carefully reviewing all said policies or procedures in advance of any request. All request must be made by the Team Head Coach (not the Assistant or Manager). In no circumstances are you to approach any of the governing bodies directly. Lastly, it is not recommended that you get opinions or interpretations on any of the said policies and procedures as this might impact your team should the information you have been provided be erroneous.

#### **6.7 Board Approval**

The Executive of the Board of Directors approved the attached policy on February 14<sup>th</sup>, 2014 by the following members:

- Kevin Brown – President
- Neil Wakani – Vice President
- Chad Alderson – Club Head Coach
- Kathryn Berube – Administrative Secretary