



Rules & Regulations – Competitive Teams U9-U18

General

These Rules & Regulations govern Competitive Teams U9-U18 (also known as Representative, of Rep teams) that have been authorized for play by the Nipissing District Soccer Club (NDSC or the Club).

Competitive Teams shall be subject to the policies outlined in the Club's Constitution and Rules & Regulations available on the Club's website unless otherwise indicated in this document.

If warranted the Club may elect to enter more than one team in an age division of an Ontario Soccer (OS) sanctioned league.

Where there are any omissions from this document OS guidelines will apply.

Competitive Team Uniforms

1. All Competitive & Development players and team officials (where applicable) will be required to have and wear club issued uniforms as detailed in items 2 and 3 below, as per the contracted arrangement with the club's official supplier. No deviations can be made to this regulation without the approval of the Club's Board of Directors. Players and team officials are required to wear club apparel at all team playing events.

Selection of Competitive Coaches

1. A selection committee consisting of the Club Technical Director, VP Youth Programming, Youth Committee representative and appointed designates, shall recommend the Team Head Coach for each Competitive team to the board of directors for approval.
2. Head coaches that have completed at least one year of coaching in our club need only to advise the club of their intentions to coach the following season in writing. Having a team one year does not necessarily mean that the coach will

automatically be given a team the following year. The club has the final decision as to the head coaching positions.

All Technical new Lead Coaches must apply and go through the interview process annually. All Development Pool Coaches will be appointed by selection committee listed above after applying and going through the interview process.

2. At the end of the current season, the club shall request formal applications (available on the NDSC website) from persons wishing to be a Team Head Coach for the following season. Applications for coaching must be received by the Club office by the deadline stated on the application.

3. The Selection Committee may or may not interview each applicant in order to select the person, in their opinion, best suited for the position of Rep Team Head Coach. The selection of the Rep Team Head Coach shall be completed prior to the commencement of the fall player tryouts for the following season. Coaching selections made by the Selection Committee are final.

5. The Competitive Team coaching staff from each team should consist of a minimum of three people;

Team Head Coach, Assistant Coach and Team Manager. At the discretion of the Team Head Coach a fourth person can be added to the staff as another Assistant Manager. Note that Ontario Soccer (OS) currently does not recognize the position of Team Trainer.

All members of the coaching staff shall have a valid and current OS card, and police record check. One member of the coaching staff must have a valid first aid certificate. The Team Manager must complete the Respect in Sport Parent Program.

6. Any individual who is selected as team staff must apply to the Club Board of Directors in writing requesting permission to be a Head Coach or Assistant Coach with any other Club Rep Team.

8. Team Head Coaches must attend training and information sessions presented by the club throughout the year, non-attendance is subject to a fine levied to the team.

Qualifications of Competitive Team Coaches

1. All Competitive and Development Team Coaches shall have the level of coaching certification as specified by OS for the specific age the coach is coaching. Technical Trainers must meet the coaching requirements.

2. The Club shall coordinate formal certification for Team Coaches, which shall typically take place during the winter and information can be found on the Club's website. All costs to obtain said certification should be initially borne by the coach. Upon successful completion of the course, the club will reimburse the coach for 50% of the cost of their

training program, if the coach returns in the following season, reimbursement for the remaining 50% will be made in June of that year.

Reimbursements will only be given out to coaches rostered to a NDSC team. Coaches must fill out the "Coach Course Reimbursement" (available on the NDSC website) form and submit to the Club before the end of the current season for reimbursement.

Responsibilities of Competitive Team Head Coaches

The duties and responsibilities of the Rep Team Head Coaches are as follows:

1. The Competitive Team Head Coach must take direction from the Club Technical Director and VP of Youth Programming as is related to player and coach development.
2. The Team Head Coach should develop a season plan, if not possible a training curriculum will be provided by the Club.
3. The selection of all players on the team will be conducted by the Club's Technical Director & Staff and Team Head Coach.

Development Coaches will follow the Club Curriculum set out by the Technical Director.

4. Development of and leading of team practices.
5. On-field decisions during a game.
6. Selection of Assistant Coaches, Managers, and Assistant Managers.
7. Development of team objectives to be communicated to players and parents prior to the commencement of the season.
8. Assist the Team Manager in developing an operating budget for the team (a budget template is available on the Club's website). The Rep Team Head Coach must provide final approval of the team budget.
9. Selection of their Team Roster by the date set by the Club Technical Director for the current season. "Roster Deadline Extension Request" (available on the NDSC website) forms can be submitted prior to the set roster deadline date.

Responsibilities of Assistant Coaches

1. Assistant Coaches must support the Team Head Coach in all aspects of player selection and development and shall be responsible for various duties that have been delegated by the Team Head Coach.
2. Assists the Rep Team Head Coach in the development of the seasonal plan for the team.
3. The Assistant Coach must be capable of performing the duties of the Team Head Coach, if required, at a practice or game and must represent the Team Head Coach if he/she cannot attend a technical meeting provided by the Club.

Qualifications of Team Managers & Assistant Team Managers

1. Rep Team Managers are not required to have a Coaching certificate but they must have a current and valid OS card, valid police record check on file, be listed on the OS team roster and have completed the Respect in Sport - Parent Program.

Responsibilities of Team Managers

The duties and responsibilities of the Rep Team Managers are as follows:

1. All financial matters including the administration of the Team Account. Team Managers shall work with the Team Head Coach to develop an operating budget. The Competitive Team Head Coach must give final approval to the team operating budget.
2. Collection of player fees and Team fees from players.
3. Providing the Club with information to order uniforms for their team by the deadline date using the Club supplied Order Form.
4. The proper administration of all sponsorship/fundraising activities.
5. Overseeing corporate sponsorships for the team.
6. Communication to the players and parents regarding all issues concerning the team including the Team Account (Note: Team Managers are requested to keep copies of all written correspondence to players and parents throughout the season).
7. Entering teams in and organizing tournaments/exhibition games/indoor leagues as directed by the Team Head Coach.
8. Ensure that all players complete a NDSC Player Medical Information Sheet, which is posted on the Club's website. The Manager will ensure that copies of these forms are brought to each team activity and are available in case of emergency. Managers are instructed to fill out and submit the "Accident/Incident" (available on the Club's website) form to the Club within 15 days of the accident/incident when professional medical attention is required after the accident/incident.
9. Ensuring that all Rep players on their roster have a properly authorized Player OS Card stamped by the District which includes a recent coloured passport size photo of the player and that all players are included on their OS Team Roster. It is the responsibility of the Manager to coordinate the authorization of the OS cards and roster through the Club Office. The Manager must ensure that the authorized OS Cards for all players are brought to each game and tournament (for the indoor or outdoor season) as they may be required to present these cards to the appropriate representative. Team Managers are responsible to turn in the OS cards to the Club Office at the conclusion of the outdoor season annually.
10. Team Managers may be required to give the OS cards to a player on a temporary basis if they are called up to play for another club team. The Team Manager is not

authorized to give the OS card to a player if they want to play for a team on another club, in such instances they will direct the player to contact the Club Office.

11. Ensure that all players and parent/guardians are aware of the Rep Rules and Regulations which are available on the Club's website.

12. Ensure that each player and parent/guardian signs a 'Code of Conduct' form (available on the Club's website) prior to the start of the season. Team Managers should hand these signed codes of conduct into the Club Office as soon as possible at the start of the season.

13. Submitting the final team roster as selected by the Team Head Coach to the Club Office with a copy to the Club Technical Director by the deadline date.

14. Regularly attend Competitive Managers meetings called by the Club throughout the year.

First Aid Equipment

1. Each team is required to carry a properly equipped first aid kit, which shall be brought to each game and practice. Any person going onto the field of play during a game and attending to an injured player must be a member of the Team Official Staff and have qualified first aid certification on file at the club. First Aid Certificate training costs for team officials should come out of the team account.

2. If the trained First Aid member of the Coaching Staff is the opposite gender of the team, a member of the Coaching Staff of the same gender as the team (or parent if injured player is removed from the field) must accompany the First Aid attendant when they are providing First Aid to a member of the team.

Code of Conduct for Team Officials

The conduct of Team Officials shall be exemplary and in accordance with the Objectives of the Clubs specified in the Constitution (available on the Club's website).

1. Team Officials shall ensure that all players, parents/guardians, and spectators associated with the team, conduct themselves in a way that is consistent with the Constitution of the Club, these Rules and Regulations, the Laws of the Game, league rules and regulations, OS rules and regulations, codes of conduct, and the generally accepted norm of good sportsmanship and any other rules, regulations, policies and procedures of the Club as set out from time to time..

2. Team Officials shall not transport players nor shall he/she conduct or attend a practice or game while under the influence of intoxicating substances. Failure to adhere to this rule will result in disciplinary action from the Club.

3. Team Officials will abstain from possession and drinking of alcoholic beverages or any illegal substance at practice and game fields, and at competitions.
 4. Team Officials will not smoke or use any form of tobacco while on the field of play during games, scrimmages, practices or competitions.
 5. All Team Officials of NDSC teams must agree to have a Police Record check conducted on themselves. Police record checks shall be updated every 3 years (36 months). Information on police records checks can be found on the Club's website.
 6. The Club reserves the right to remove any Team Official who does not meet the guidelines of the Club's Constitution, these Rules and Regulations, or brings the club into disrepute.
 7. Team Officials shall not play, nor conceal from officials of the Club, any ineligible player.
 8. Team Officials shall not leave any youth player unattended at any team function/activity.
 9. Coaches who are calling up players from other teams (where applicable) must first contact that team's Head Coach advising them of their intentions before contacting the player.
 10. Players, Coaches or Managers who fail to demonstrate and promote good conduct on or off the field risk suspension from the Club. Any monetary fines occurred by any member/spectator of the team is the sole responsibility of the team. Funds will be deducted out of the team account.
- Purchases of alcohol or anything else considered not suitable for youth consumption cannot be reimbursed through team accounts.
12. A member of the team staff must attend any discipline hearings the team has been asked to attend.

Players

1. All players participating in games with Rep teams shall be registered and in good standing with the club.
2. Players shall be selected by the Rep Team Head Coach by participating in a series of tryouts to be held in the fall after the completion of the outdoor season. These tryouts will be arranged by

The club and must be held on the dates designated to each team. Every player participating on a Representative Team must pay the tryout fee, regardless if they attend the designated tryout weekend or not.

3. In an age group where there is one team, at the conclusion of the fall tryouts, the Team Head Coach shall submit a list of a minimum of eighteen (18) players for

registered Youth teams to the Club Office Administrator. Coaches may invite players over and above their roster selections at any given time for their winter sessions (subject to fees), up to the submission of their Final roster to the Club Office on said date of the upcoming season on approval of the board.

4. In age groups where there is a Development Pool in the U9-U12 age groups, the final decision on players being placed in either the "A" or "B" group would be April. At the conclusion of tryouts in the fall in the U13-U18 age groups, players will be informed by October if they are successful or not.

The head Coach of the "A" team will choose the players first and the remaining players will be evaluated by the "B" Team coach. The players on this roster may not necessarily be on the final roster of either competitive Team for the following outdoor season and the Team Head Coaches should inform the players and/or parents accordingly.

Coaches may invite players over and above their roster selections at any given time for their winter sessions (subjects to fees) up to the submission of their Final roster to the Club Office on said date of the upcoming season, on approval of the club's board.

5. In an age group where there are two teams, any player selected by the coach of the "A" team to their roster must play for that team for the season. Players that are selected to play for the "A" team but choose not to play for that team will be assigned accordingly by the Club's board and VP of programming.

6. By the date set by the Club of the upcoming season the Team Head Coach and Technical Lead for Youth teams must submit a final roster to the Club Technical Director and Club Office. The Technical Lead coach or the Pool Manager will submit a final roster to the club Office of 10 players for U9/U10, 12 players for U11/U12, and 16 players for U13 and above.

After the date set up the Club, players can be added or subtracted to the final roster in accordance with the rules and regulations of their competitive league but only after receiving permission from the Club. The team roster may only be increased or decreased from the levels identified above by obtaining the permission of the Club.

7. Players shall be required to play within their own age group. The committee shall, among other things, evaluate a player in normal playing situations of full-field soccer in either the outdoor or indoor environment over a period of time to be determined by the committee. No player who has been released at their own age group shall be eligible to try out with a Club team at an older age group without the permission of the Club. Any underage player already playing at a higher level will be evaluated annually by the Club. It is advisable to inform the Club of a player's intention to play up an age group for the next season during the current season, to allow a Certified Technical Director and Staff time to evaluate the player and determine if the player is eligible to move up an age group for the following season.

8. Equal playing time: U9 – U12 equal playing time should be allotted throughout the season, unless a player has commitment or behavior issue.

U13 – U18 equal playing time is recommended but not guaranteed based on competitive situation or player has commitment or behavior issue.

Coaches must inform all players and parents at the beginning of the season of the player's game playing opportunities. It is recommended that this information be included in a letter to parents.

9. Recreational League players may be used by Rep Teams on a "call-up" basis in accordance with the Rep team's competitive league rules. The Rep Manager shall first inform the appropriate Recreational League Convener and Recreational League Coach before contacting the player.

Recreational League players must fulfill their obligations to the Recreational League team if there is a scheduling conflict with the Rep Team. All players promoted from Recreational League must have an authorized OS card before they can participate in a competitive league.

10. Players who leave of their own volition from a Rep team during the season will not be allowed to play in the Club Rep program for the duration of that season.

11. Players participating in Club practices or tryouts must be registered and in good standing with the Club. Players who previously did not play with a NDSC team must contact the Club Office before being allowed to participate in a practice or tryout. Players that leave a club team on their own volition during the season are not eligible to recover their registration fees. Players that leave are not eligible to receive any Team Fees paid or money raised by the team for fundraising held in the team's account.

12. Players may play on one (1) team unless given permission by the Club.

13. Players are required to attend all discipline hearings. If under the age of 18, parent/guardian must be in attendance as well. If attending a League Discipline Hearing, players are required to bring their OS Player Book with them to the Discipline Hearing.

Code of Conduct for Competitive Players

1. The Team Manager shall have each player review and sign a 'Code of Conduct' form (available on the Club's website) and/or Player Contract before the beginning of each season. The Club office will keep the signed copy on file.

2. The conduct of Rep Players shall be exemplary and in accordance with the Objectives of the Clubs specified in the Constitution, these rules and regulations and the aforementioned Code of Conduct (available on the Club's website).

Leagues

1. Teams playing in competitive leagues are bound by the Constitution and Rules and Regulations of said league as interpreted by the external league executive and its officials. All Competitive teams of both genders in all age groups must apply to play in the HDSL or can apply to play in the CSL. If the HDSL cannot form a league in an age group the HDSL then forwards the application to the York Region Soccer League (YRSL) then that team can decline to enter the YRSL because of the YRSL Travel policies.

2. Competitive external leagues are responsible for the administration of discipline over club teams while playing under their authority. Any and all disciplinary action taken by such leagues against club members shall be reported to the club.

3. Teams that are issued disciplinary fines by external leagues are responsible to pay said fines through their team accounts. The club is not responsible to pay for team disciplinary fines.

Competitive Team Accounts

1. All teams must maintain an account of their financial record that will be administered by the Club and the Team Manager. Teams may NOT set up an account with an outside financial institution.

2. The Team Manager shall be responsible for ensuring that all transactions regarding the account are reported to the Club office. The Club office will provide a statement of the account to the Manager each month.

3. The Manager must ensure that the account is always in a positive balance.

4. Managers should keep a detailed record of all transactions regarding the account and be prepared to provide copies of receipts to parents and/or the Club if required. It is expected that expenses shall be in line with the team budget developed by the Team Manager & Team Head Coach prior to the start of the season.

For Development Teams in pools where there is a Technical Lead, the team should develop their budget with the Pool Manager and Development Pool coaches.

5. Whenever possible, payments to third parties (e.g. for equipment, fields, etc.) should be processed through the Club office and not paid directly by the team.

6. Funds in Competitive & Development team accounts remain with the team from season to season, regardless of changes in coaching staff or players.

7. All team assets shall remain the property of the team (equipment, tents, etc., or any other items deemed team property) no matter how this equipment was purchased or obtained by the team. At the beginning of the season, the Team Manager shall develop an inventory of team assets

(Inventory template form is available on the Club's website), update it throughout the season as applicable and submit the final copy of the inventory at the conclusion of the season to the Club's office.

8. In the event that a team disbands, team funds and assets will go to the Club.

9. At the conclusion of each outdoor season the team's account shall be frozen by the club and not reopened until a Team Manager is appointed for the following season. Accordingly, all deposits

10. And expenses for the season must be submitted by the Team Manager and processed by the Club office no later than the set club deadline date.

Competitive Fees & Team Fees

1. The Club shall set Rep Fees and payment terms (if offered) for the upcoming season by the Rep Tryout weekend each year. Rep Fees are designed to cover cost of entering teams into a competitive league, provide the team with uniforms and equipment, and cover the cost of training facilities.

2. Rep Fees may be paid by the outlined payment plan schedule (Payment Plan or by a lump sum payment before the season starts.

Team Managers must provide players needing financial assistance with the Funding Assistance Program. The club will budget an amount of \$1000.00 per year in total for player's whose parent/guardian is unable to afford the payment of fees. A maximum of up to four players a year may apply.

3. Teams requiring additional funds (i.e. Team Fees) for tournaments, equipment not covered by Rep Fees, etc. are responsible to pay these amounts from their Team Account through Fundraising, Sponsors, Donations and Team Fees.

4. Team Fees must be submitted to the club separately (i.e. by separate Cheques or Etransfer) from Rep fees.

Fundraising & Sponsorship

1. All fundraising/sponsorship activities undertaken by a Rep team must receive prior permission from the Club by submitting the Sponsorship and Fundraising Approval form (available on the NDSC website).

2. The Club may reject any proposal that is not in accordance with the Objectives of the Club as specified in the Constitution (available on the Club's website) or violates a lottery license, or rule of a governing body, municipality or the laws of the Province of Ontario. Please contact the Club for more details.

3. The Club is not a registered charity and as a result cannot issue official tax receipts. The club office will issue a receipt of payment to any company or individual making a donation or sponsorship if requested.

4. Money collected from fundraising/sponsorship must be handed into the Club office within five (5) working days after the completion of the event. Any cheques must be payable to the Nipissing District Soccer Club, not to an individual or Team.
5. In return for sponsor's financial support, a team sponsor may have their company name and/or logo on the team jersey or other NDSC provided uniform items. The Club must approve all sponsors before payment is accepted and the corporate name is put on the uniform. The Club reserves the right to place a title sponsor on all jerseys.
8. All money collected through fundraising/sponsorship initiatives shall be used for team fees and rep fees. If a team chooses to use fundraising/sponsorship initiatives to offset their predetermined rep and team fees, the Team Manager shall ensure that there is written agreement from all participating parents/guardians and a 75% agreement to this initiative. In no circumstances can the amount of money returned to the parent/guardian through fundraising/sponsorship exceed the amount of the rep and team fees. Any surplus amount collected through fundraising/sponsorship shall go into the Team Account and carry over to the next season regardless of change to team roster.
9. Any team running a fundraising/sponsorship event without prior Club approval shall be subject to Club discipline and shall be deemed "not in good standing" with the Club.

Tournaments, Exhibition Games & Indoor Leagues

1. Rep teams will be allowed to enter a maximum of four (4) tournaments (excluding League Cup tournaments). Participation in NDSC Festivals or Tournament is mandatory and counts as one of the four tournaments a team is allowed to attend in a season.
2. Before entering/participating in any tournament (indoor or outdoor), exhibition games (indoor or outdoor), or an indoor league teams must obtain the permission of the Club. To obtain this approval, managers must complete the Tournament/Exhibition Game/Indoor League Approval form (available from the Club's website) and submit it to the Club Office Administrator. Following Club approval, an OS application must be completed on-line (a link to this form is on the Club's website) if required for the competition.
3. Teams shall ensure that a qualified and registered OS referee is assigned to all exhibition games.
4. Managers must ensure that there are sufficient funds in the Rep team account to cover the expenses for the tournament, exhibition game, and indoor league.
5. Further correspondence between the tournament/opponent/league organizer and the teams (e.g. Tournament schedules, maps, etc.) should happen directly with the Team Manager.

6. Managers shall ensure that they bring their authorized Tournament Team Entry Form (TEF), Application to Travel Form (ATF-where applicable), OS player registration books, and OS roster to all tournaments, exhibition games, and indoor league games. Failure to have these documents presented may result in disqualification of a team or player.

7. All travel and accommodation arrangements for players and their parents while at any game or tournaments are the responsibility of the individuals and not the Club.

8. Team Coaches and Managers are responsible for the behavior of their players and parents/guardians both on and off the field during game activities. Any incident involving a player, coach or manager during a tournament, exhibition game, or indoor league game which is in breach of the Club's Code of Conduct shall immediately be reported to the Club, who may at its option proceed with disciplinary action which could include withdrawing the team from the tournament, or indoor league, or subsequent action against a member including expulsion from the Club.

9. The Club is developing a policy regarding tournaments abroad or non-sanctioned events however generally these rules and regulation shall be applied unless they are vacated by law.

10. Team Managers will be informed and these rules and regulations will be revised accordingly.

Considerations:

1. Timelines, travel plans, length of time to notify the Club, budget, medical insurance etc.
2. U13 and above can attend USA or overseas tournaments. For US Tournaments, a request must
3. Be submitted to the Club 3 months prior. For Overseas Tournaments, a request must be submitted 12 months prior. If a player is released from the team during the 12 month period, all fundraising monies stay with the team.
4. Follow OS LTPD standards.

Team Websites

1. Teams are able to have team websites, but these websites should be linked to the NDSC Club website. Approval forms must be submitted to the NDSC office prior to the starting of a team website. If your team receives approval for the team website, please email the website link to the Club.