



Coach, Parent and Player Handbook

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The Handbook was created to help Coaches, Parents, and Players understand how the league works and their role within the league. We encourage everyone to read each section of the handbook. The handbook includes the following useful information:

- Modified Rules
- Game Duration/Ball, Field, Goal Sizes
- Age Group Determination Chart
- Coach/Parent/Player Expectations
- Required Coaches Training
- Covington Youth Sports Point of Contact

Coach Handbook

Thank you for being a Soccer Coach! Without your help we would not be able to bring the beautiful game to our recreational soccer players.

The Coach handbook is designed to help you navigate the waters of youth soccer. Please use this handbook as one of many tools that we will provide you to make this a great year for our players.

Pre-Season Preparations

Set up a team meeting with your families before the first practice. Talk about the following:

- Your goals and expectations for the team and players.
- Practice Day, Time, and Location.
- Go through game rules.
- Go through schedule.

Attend Pre-season Coach Training

There will be coaching clinics offered throughout the year. Try and make every effort to attend.

- Philosophy of Coaching, Characteristics of Player(age specific), Concussion Information, Risk Management, Rules of the game.

- Age Appropriate Field Activities and Progressions.
- How to run a practice and make it fun and exciting.
- Free to all CYS Coaches.
- Implementing age appropriate activities.
- Improve skill levels of all players.
- Classroom and Field sessions.
- Coaches who attend receive partial registration refund.
- Offered Fall and Spring. Visit <http://www.covingtontn.com/youth-sports.html> for dates and times.

This training will prepare coaches working with players 6-12 years old by expanding their knowledge and understanding of the technical and tactical demands of the game and the development process necessary for players these ages.

Coach's Meeting

Attend the Coach's meeting prior to each season. Important information will be given to you at this meeting. (Rosters, equipment, game information. Schedules will be online) If you cannot attend, please send an assistant or parent representative to pick up these items.

Once you receive your roster please reach out to your parents ASAP. Families will be very anxious to know the logistics of practices and games.

First Practice

Please be prepared. The first practice is a great way to set the tone for the team. Having a plan for this first and important encounter with your team is of the upmost importance. They want to have fun, get to know each other, know you, learn soccer, and play.

Below are a few things to keep in mind when running a practice:

If players aren't having fun – you won't have fun. Make practice interesting.

Avoid the three L's- Lines, Laps, and Lectures. Lines limit touches, Laps are monotonous and boring, kids attention spans are too short for lectures.

Play fun games. The more you get the kids moving and engaged the better.

Always end practice with some sort of scrimmage. The game is typically the best teacher.

GAME DAY

Players should arrive at least 30 minutes before kick-off so that you have enough time to warm your team up properly.

Game Day Bullets

- Be on time.
- Have a line up prepared.
- Have equipment.
- Have a warm up or practice ready to go.
- Teams should have their roster sheet on hand.
- Have a substitution pattern. ALL KIDS SHOULD PLAY HALF OR MORE OF A GAME.
- 1-2 Coaching points before, half time and end of game. Keep positive and constructive.
- All players should have jerseys, water, shin guards, and a ball.

GAME DAY COACHING

As a coach you should demonstrate great sportsmanship to the refs, players, and spectators. Your team's sportsmanship is a reflection of you as a coach.

On gameday your job is to manage the game. You will manage the lineup, formation, information to players, and substitutions. You are not there to discourage players, or refs.

Please remember this is the part of soccer that the kids love which is the game. LET THEM PLAY.

REFEREES

We are very lucky to have referees for all of our soccer games. Many times these referees are young and just starting out.

These kids are bravely taking on a mostly thankless job. Remember they are young and still learning. They will miss some calls, but it is all part of the learning process. At Covington Parks & Recreation we will not tolerate players, coaches or spectators criticizing referees before, during or after games.

As a coach please set a good example by shaking the hand of the referees after your games. This gesture will show your players and spectators how much you appreciate the referee's effort.

If you are concerned with the performance of a referee, please contact the Parks and Recreation Director jmack@covingtontn.com

In Season Administration

You will be responsible for a few managerial tasks throughout the season. Please do your best to help the season run smoothly.

Rosters – Rosters need to be accurate for several reasons. Ensures all players have registered properly and paid the required fee. Registered players are insured through Covington Parks and Recreation. If injury occurs to non-registered players, coaches are liable.

Please inform the Sports Coordinator of any inconsistencies in your roster. The Sports Coordinator will make corrections, additions or deletions based on your information.

Information

Covington Parks & Recreation will send out from time to time information regarding camps, clinics, tournaments, and other events follow us on facebook at www.facebook.com/covingtonparksnrec You are expected to pass this information along to your teams.

TEAM REGISTRATION FOR NEXT YEAR

Very often, many players on a team wish to continue playing together for the following year-with or without you as a coach. Regardless of your intentions of coaching next year we ask that you do the following to accommodate your players wishes to stay together.

- At the end of the season, your team will be given directions on how to register for next year.
- If you have decided not to continue coaching, please try to identify a parent as a replacement coach. If a replacement coach cannot be found, the individual players will be placed on teams with available space and established coaches.

COACH EXPECTATIONS

Our coaches should demonstrate cooperation, respect, and good sportsmanship.

All coaches **must** complete the following course and turn in their completion certificates to the Sports Coordinator

Concussion Training:

<https://www.cdc.gov/headsup/youthsports/coach.html>

Sudden Cardiac Arrest Training:

<https://nfhslearn.com/courses/61032/sudden-cardiac-arrest>

Coach's Code

- Soccer should be fun for everyone.
- Take a course on the Laws. Regard the Laws as mutual agreement.
- Attend coaching clinic to learn the most effective ways to conduct practices.
- Be accepting of the referees decisions.
- Do not make loud offensive remarks.
- Concentrate on coaching, rather than on the accuracy of the referee's decisions.
- Be positive. Avoid confrontation with any official.
- Be a role model of fair play.
- During games, leave the decisions to the players.
- Set high standards.
- Teach skills and fair tactics.
- Discourage unfair gamesmanship.
- Be firm with parents at games.
- Give good guidelines to parents.

- Communicate with parents often in meetings and social gatherings.

Thank you again so much for volunteering to coach for Covington Youth Sports Soccer. Your help is greatly appreciated. **Please read the “Parents Handbook” section and encourage your team parents to read it, as well.**

Parent Handbook

Parents have a huge impact on the success and well being of our club.

As parents you are your son or daughter biggest fan. You can greatly influence your child soccer career. We ask that you model fair play, conflict resolution and overall good sportsmanship.

This handbook has been designed to help you understand our policies and procedures. This Handbook should answer many if not all of your questions; please take the time to read all areas.

If, after reading this handbook, you have additional questions, please call 901-476-3734.

Registration Process

Recreational Soccer registration is held during the late spring (End of May-Mid August) for Fall registration. Spring Registration opens late fall (Nov) and runs through early March. Generally, the soccer seasons (Fall) runs from late August to early November. The spring soccer season runs from Mid-March through Mid-May.

When registering it is extremely important that you register your child before he or she practices or plays games. Coaches have team rosters and if your child’s name does not appear on the roster, they will not be allowed to play. Liability to the coaches and the soccer club does not allow for any latitude in this policy.

The Covington Youth Soccer league has a small amount of players. In an effort to make soccer a fun and positive experience, we allow for “special requests” from players and coaches desiring to play together. We do our best to make sure that players are placed with requested coaches, school teams and neighborhood teams. “Special Requests” for a team that is full will only be honored at coaches’ request.

Special requests after the deadline take additional time to process. Please register on time, we create team rosters early to ensure proper placement of players and coaches.

Delayed registration is the cause of most last minute team roster and schedule changes. These changes cause frustration for coaches, players and parents.

Registration is available online at

<http://www.covingtontn.com/youth-sports.html>

Registration for all new teams will close 3 weeks prior to the first game of the season. No new teams will be added after that time. Individual players may be added to teams with available space throughout the season by registering at the Covington Sportsplex.

TEAM FORMATION POLICY

Teams are formed based on age and location of player. We attempt to place players with other children from their school or nearby school.

How are teams formed?

- Typically teams are formed by a parent who is interested in having their child play soccer. They reach out their friends with kids and create a new team.
- Through individual registrations we can create teams based on school or location. We then reach out to parents and see if someone is willing to step up and coach.
- Last by any available positions on teams.

Age Ranges – The Age Range Matrix is in the appendix of this handbook. Age groups shall be determined by the players age before the last day of July.

Play Up – Covington Youth Sports does allow player to “play up” one year, if desired and is appropriate for child.

Birth Year: Starting at U8 players must play in their year of birth or may play up a year.

Team Size – The following grid outlines the number of players allowed on the field during play and the team size maximums. Team size maximum will only be exceeded if ok’d by coach and Director. This is done to try and insure fair playing time for all members of the team.

Age	Play	Max Team Size	Divisions
U5	3v3	6 players	Co-ed
U6	4v4	8 Players	Co-ed
U7	4v4	8 Players	Co-ed
U8	4v4	10 Players	Co-ed
U9	6v6	11 Players	Co-ed
U10	6v6	11 Players	Co-ed
U12	8v8	14 Players	Co-ed
U14+	11v11	15 Players	Co-ed

This age matrix is a guide ONLY. Age groups may be combined and play may change at the discretion of the Sports Coordinator based on number of players available.

Uniform Information

Uniforms are required and consist of a jersey, black shorts, and Socks. Uniforms typically have a one year cycle.

The official uniform should be worn to all games. Warm clothing is allowed under the uniform kit.

Shin guards – should always be worn at practices and games. Socks should be pulled over shin guards.

Footwear – Soccer cleats, soccer turf shoes and sneakers are approved footwear. Soccer cleats and turf shoes are highly recommended. Baseball, Football, or any other shoe with metal cleats are not allowed.

Jewelry – Jewelry is not allowed.

Eyewear – All glasses must have shatterproof lenses and use a sport's strap to keep glasses in place.

Coaches

Our coaches are volunteer parents or less experienced stipend coaches who are excited about the game and who look forward to coaching your son or daughter. The more coaches we have the more teams we have. So please be kind and consider volunteering as a coach.

Practice Schedules

Your child's coach will determine the days and times that his or her team will be practicing. Your coach will do their best to contact you 1-2 weeks prior to the first game of the season to let you know the days and times of practice.

Game Schedules

Games are played on Saturday. Covington Youth Soccer uses Baltzer Field for their home games.

Game schedules, indicating game locations and times, are prepared by our staff for all ages. Schedules are typically available 1-2 weeks prior to the first game. All schedules are posted online at <http://www.covingtontn.com/youth-sports.html>

Game Day Guidelines

Here is a list of guidelines to follow on game day.

- Please arrive 30-45 min early for all games.
- Exhibit stellar sportsmanship at all times.
- Parents should be sitting on the opposite sideline of the coach and players.
- Do not coach from the sidelines. Let the coach – coach.

- Please help us take care of the fields by picking up trash and monitoring kids on the sideline.

Registration

Your player, along with others on his/her team may wish to continue playing together for the following season or year. You will need to register and make a special request for the specific team you would like your child to be placed on.

- If your child's coach will not be coaching next season, a replacement must be found. If a replacement coach cannot be found, the individual players will be placed on teams with available space and established coaches. Please consider volunteering.

VOLUNTEERING OPPORTUNITIES

Covington Youth Sports needs your help! In order to run a successful soccer program volunteer support is critical! There are many different ways you can help at CYS. If you are interested in volunteering please call 901-476-3734 or email cweston@covingtontn.com.

Coach

Take the opportunity to coach a team. We need motivated parents who are interested in working with our community youth. Coaches who attend one of our coaches' clinics will

receive a **50% refund** on one of his or her players Registration Fee at the end of the season.

Team Manager

Communicate between the coach and parents by making phone calls and sending emails. Set up a snack schedule. Other duties as agreed upon with the team coach.

REFUND POLICY

A refund application form must be filled out and submitted to the Covington Parks and & Recreation Department office in order to receive consideration for a refund. We cannot accept telephone Refund Application Requests for **ANY** Parks & Recreation activity. All requests must be made by mail or in person during regular office hours.

- **NO** refunds on "league" programs once teams are set up and posted on our website.
- **NO** refunds will be given after the start of the program.
- **NO** refunds for certain special events. (i.e.; camps, clinics, etc.)

All refunds are subject to a \$10 Admin. fee (per registration) except under the following circumstances:

- Refund is initiated by the Parks & Recreation Department
- Doctor's note is submitted with Refund Application Form prior to the start of the program

PLAYING SEASONS

Covington Youth Soccer seasons are typically held:

Fall Season

- Typically starts in September.
- No play Labor Day Weekend.
- Typically season 6-9 Games.

Spring Season

- Ends typically Mid to late May before that last week of school (Tipton County)
- No play during spring break.

PARENT EXPECTATIONS

Covington Parks and Recreation expects all parents to demonstrate cooperation, respect, and good sportsmanship.

Parents Code (Including Spectator Behavior)

- Be knowledgeable of the game.
- Encourage fair play at home.
- Focus on good nutrition.
- Be supportive, i.e. Be sure the player attends practices; be on time.
- Watch practices; focus on new strategies.

- Ask your own children to describe his/her role, what new skills have been learned.
- Find soccer videos, watch them with your child.
- Attend games.
- Be positive or quiet at games.+
- Be calm and have good manners.+
- Support the coach's and referee's decisions.+
- Cheer for all members of a team, not just your child.
- Do not yell at the opposing coach.+
- Do not yell at the referee.+
- Stay off of the field of play.+

Spectator Behavior – (Including Parents Code with+)

- No Fighting
- No Cursing

Violators will be suspended from attending practices and games for a minimum of ONE month.

CONCESSIONS

Concessions will be available at all home games at Baltzer Field. Please visit the concessions for all your drinks and food.

PICTURE DAY

Pictures day will be May 6, 2017. Coaches will be notified of your team's timeslot. Do not be late. Only in the event of rainout, will picture day be rescheduled.

PLAYER HANDBOOK

Welcome to Covington Youth Soccer! We are excited that you are playing soccer with us this year. We hope your experience is both positive and fun.

Here are a list of guidelines for all players involved in Covington Youth Soccer.

- Please arrive at your games at least 30-45 min early.
- Be an example of good sportsmanship.
- Respect the referees.
- Listen to your coach.
- Take care of the fields.

PLAYER EXPECTATIONS

Covington Youth Soccer expects all players to demonstrate cooperation, respect, and good sportsmanship.

Player's code

- Play the game for the game's sake.
- Be generous when you win.
- Be gracious when you lose.
- Be fair always, no matter what the cost.
- Obey the laws of the game.

- Work for the good of the team.
- Accept the decisions of the officials with good grace.
- Believe in the honesty of your opponents.
- Conduct yourself with honor and dignity.

Youth Soccer Recreational Modified Rules

- Covington Youth Soccer utilizes the new ball method at these ages.
- Substitutions can be made at any time- **U5**
- All recreational players must play at least 50% of the game.
- Covington Youth Soccer League plays with USSF Soccer Rules.
- Substitutions can be made on goal kicks, kick offs, and throw ins. **U8**
- Games are played with official USSF Soccer federation rules. (Goal kicks, Corner kicks, Direct and Indirect Kicks, Throw ins, and Kick Offs)- **U11**

SIMPLIFIED SOCCER RULES

Listed below are a few of the common rules in the game soccer. Many of these rules do not apply to our younger age groups but are common starting at U11.

Goalkeeper

Wears a different colored jersey than his or her teammates. He or she is the only player who may play the ball with the hands, but only inside his or her own penalty area. The goalie has six seconds to get the ball back into play after he or she has made a save. There are no goalies at U5, U6, and U7 games.

Ball out of Play

In order for a ball to be considered out of play all of the ball must go COMPLETELY past the OUTSIDE EDGE of the touch line or the goal line, either on the ground or in the air to be out of play.

Scoring a Goal

The entire ball must go across the goal line in order to score a goal.

Throw In

When the ball is ruled out of bounds on the touch lines the play will be stopped and restarted with a throw in.

Corner Kick

When the entire ball crosses over the end line without scoring a goal and is last touched by a defending player, play is

restarted by an attacking player taking a kick from the corner area nearest where the ball went over the goal line.

Goal Kick

When the entire ball goes across the goal line without scoring and is last touched by an attacking player, play is restarted by the defending team taking a goal kick from anywhere inside the goal box.

Offside Penalty

A player is in an OFFSIDE POSITION (but not necessarily guilty of an offside offense) if

- He or she is ahead of the ball, and
- He or she is in the opponents half of the field, and
- There are fewer than two opponents ahead of him or her.

There is an offside offense only if, in the opinion of the referee, a player in an offside position participates in the play, interferes with an opponent, or otherwise tries to take advantage of his/her offside position. The foul is judged at the time the ball is kicked, not when received. An indirect free kick is awarded to the other team when an offside offense occurs.

Indirect Free Kick

You cannot score directly from an IFK. IFK is awarded to the opposing team for the following non-penal fouls:

- Playing in a dangerous way or putting oneself into a dangerous position.
- Impeding the progress of an opponent trying to get to the ball.
- Preventing the goalkeeper from releasing the ball.
- Goalkeeper delaying the game.

Direct Free Kick

A player may score directly off DFK if awarded by an official. A DFK may be awarded for the following penal fouls when committed carelessly, recklessly or with excessive force:

- Kicking or attempting to kick an opponent.
- Tripping or attempting to trip an opponent.
- Jumping at an opponent.
- Violently charging an opponent.
- Charging an opponent.
- Striking or attempting to strike an opponent.
- Pushing an opponent.

A DFK is also awarded for:

- Making contact with the opponent before touching the ball when tackling an opponent.
- Holding an opponent.
- Spitting at an opponent.
- Deliberately handling the ball

Penalty Kick

A penalty kick is awarded to a team when a defender inside the defenders penalty box commits a penal foul. This DFK is taken from the penalty spot. All players except the kicker and goalkeeper must be outside the penalty area, behind the ball and at least 10 yards from the penalty spot until the kick has been taken. The ball is in play after it has been kicked forward. The kicker may not re-kick the ball until another player touches it.



RECOMMENDED GOAL/FIELD/BALL SIZES AND MATCH FORMAT/DURATION

AGE GROUP	GOAL SIZE [in feet]	FIELD WIDTH Min. Max. [in yards]	FIELD LENGTH Min. Max. [in yards]	BALL SIZE	MATCH FORMAT	MATCH DURATION [in minutes]
U6	6' x 18' (or smaller)	15 25	20 30	3	3 vs. 3 No goalkeepers	4 x 6-8'
U8	6' x 18' (or smaller)	20 30	25 35	3	4 vs. 4 No goalkeepers	4 x 12'
U10	6' x 18'	35 45	45 60	4	6 vs. 6	2 x 25'
U12	6' x 18'	45 55	70 80	4	8 vs. 8	2 x 30'
U14	8' x 24'	50 100	100 130	5	11 vs. 11	2 x 35'
U16	8' x 24'	50 100	100 130	5	11 vs. 11	2 x 40'
U19	8' x 24'	50 100	100 130	5	11 vs. 11	2 x 45'

The Game for All Kids!®