



Mansfield Youth Soccer
Mansfield, MA 02048

Policy Manual

Original Issue Date: 11/30/2009
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1. AFFILIATION

Mansfield Youth Soccer (MYS) is fully affiliated with Massachusetts Youth Soccer Association (MYSA) and the United States Youth Soccer Association (USYSA). Each season, MYS may place teams in MYSA affiliated leagues in order to provide an appropriate level of competition.

2. REGISTRATION

MYS is committed to providing the opportunity to play soccer to all children residing in the town of Mansfield. No child shall participate in practices or games without being completely registered with MYS. Completely registered is defined as a player registration is paid in full (or scholarship processed) and a parent's signature on the waiver form is on file with MYS. Registration can be processed through MYS' online registration and online payment or paper and check format. MYS utilizes an on-line Registration system, which provides our membership a secure, efficient method of enrolling their child. Paper registration forms are available for downloading from the MYS website as well as available upon request.

a. REGISTRATION DATES

Dates for Fall and Spring Registration are established by the Board of Directors.

- i. **TRAVEL PROGRAM:** Players must be registered prior to the deadline date in order to participate in tryouts.
 1. Late registrations will be allowed to participate in tryouts.
 - Where available, player will be placed on appropriate level team.
 - Where roster positions are filled, late registration players will be first players placed on wait list.
 - i. If player cannot be placed, they will be referred to the In-Town program, and refunded the difference of cost between Travel & In-Town, plus any incurred new uniform charges.
- ii. **IN-TOWN PROGRAM:** Players must be registered prior to participating in any games or practices.
 1. The number of teams in each age group will be set based on the total number of registered players divided by the minimum roster size and then rounded to the nearest even number. For example:



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- U6 boys registrations = 67
 - Minimum roster size = 8
 - # of teams = $67/8 = 8.375$
 - 8 teams will be rostered
 - Team roster size will vary between minimum and maximum (see In-town Program section for limits.)
2. Late registrations will be placed on to rosters until the group has reached maximum roster capacity.
 3. Once a group has reached capacity it will be closed to registration.
 4. Late registrations for closed groups will be assigned to the wait list. Wait-listed children will be attempted to be placed through week 1 of the season. MYS In-Town director may exceed the maximum roster size with the agreement of the board of directors. If placement is unsuccessful, a refund or credit will be applied to that player's account.

b. REGISTRATION FEES

Registration and late fees are established by the Board of Directors each year.

The Board of Directors review program goals and expenses when establishing fees.

c. FINANCIAL ASSISTANCE

It is the policy of MYS that no child shall be denied the opportunity to participate in our program due to their family's financial situation. Applications for assistance are to be submitted in writing to the registrar. All applications are considered confidential.

d. REFUND POLICY

Refund requests are to be submitted to the registrar using the Refund Request Form located on the MYS website. All refund amounts issued are as stated below, minus a \$10.00 processing fee:

- i. **IN-TOWN PLAYER:** Request must be postmarked or received by the registrar prior to the first game of the season. Any player that registers late, and cannot be placed on a roster as a result of all the rosters being full, shall receive a full refund.



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ii. TRAVEL PLAYER:

TIME FRAME of REQUEST	REFUND AVAILABLE
Received prior to age group tryout date	FULL REFUND
After tryout date but before June 30	75% REFUND
Between July 1 and August 1	50% REFUND
After August 1	NO REFUND

- e. **SINGLE SEASON REGISTRATION:** Players register to play in the IN-TOWN program for a single season. Registration takes place for both fall and spring seasons.

3. IN-TOWN PROGRAM

- a. **PHILOSOPHY:** The In-Town (recreational) program is available to all residents of the Town of Mansfield, between the ages of 4 and 14 years. The program's emphasis is on fun, skill development, sportsmanship, friendship, and the growth of knowledge and appreciation of the sport of soccer. MYS follows the United States Youth Soccer Association (USYSA) concept of age-appropriate, small-sided games up to and including the U8 age group.
- b. **LEADERSHIP:** Each team has a volunteer Head Coach and with the objective of assigning at least one (1) Assistant Coach. A team parent is also encouraged to help with coordinating communications to the team (fundraising, team events, car pooling, coaches' gifts, etc.).
- c. **DIVISIONS:** MYS places players in Divisions based upon age & gender as follows:

Division	Team Format	Born Between	
U-5	Co-Ed	Fall (Current Year)	Aug. 1 (Current Year minus 5) thru Feb 1 (Current year minus 4)
		Spring (Following Year)	Aug. 1 (Current Year minus 5) thru July 31 (Current year minus 4)



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U-6	Boys & Girls	Aug. 1 (Current Year minus 6) thru July 31 (Current year minus 5)
U-7	Boys & Girls	Aug. 1 (Current Year minus 7) thru July 31 (Current year minus 6)
U-8	Boys & Girls	Aug. 1 (Current Year minus 8) thru July 31 (Current year minus 7)
U-9	Boys & Girls	Aug. 1 (Current Year minus 9) thru July 31 (Current year minus 8)
U-10/U-11	Boys & Girls	Aug. 1 (Current Year minus 10) thru July 31 (Current year minus 9)
U-14	Boys & Girls	Aug. 1 (Current Year minus 14) thru July 31 (Current year minus 11)

- i. Eligibility for participation in any division shall be determined at the time of registration. Players are placed in the appropriate division based upon their age as of August 1st following the last date of registration, and their gender.
- ii. A player may play down with their grade if the parent makes the request and provides documentation confirming that the child is in a lower grade.
- iii. Divisions are not based upon Grade Level but will be considered for children who are not in an age-appropriate grade (held back, moved ahead).
- iv. Divisional blending, based upon age and gender, can be considered based upon the number of players registered in each division.
- v. Team assignments within each Division will be random and managed by the In-Town Director. Special requests for player assignment are not permitted.



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vi. Team assignments, where possible, are consistent from season to season during the school year (i.e. Fall 2009 and Spring 2010).

d. **DIVISION COORIDNATORS:** A volunteer Coordinator is assigned to each Division. The coordinator's role is to support the In-Town Program Director in the day-to-day general management of each Division. This includes communications to coaches and parents, rescheduling of games and practices, equipment questions/ issues, and other minor league/coaching issues.

e. **ROSTER SIZE:** MYS aims to keep roster sizes as small as possible in order to allow for the players to fully realize the benefit of more playing time.

Division	Roster Size Recommendations
U5 & U6	8-12 players
U7 & U8	10-15 players
U9 & Older	9-12 players

f. **GAME PLAY:**

- i. All regularly scheduled games are played on Saturday.
- ii. All games are to be played at the Plymouth Street Complex, on an appropriately sized field based upon the Division.

Division	Field Size
U5 & U6	3v3 Small dual-sided, no goalies
U7 & U8	4v4 Small dual-sided, no goalies
U9 & Older	6v6 Standard, with goalies
Border League	6v6 or 8v8 depending on team make up

iii. All U8 and younger divisions will have a defined period of time before each game when they are to practice according to the weekly coaching plan



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provided by MYS. Immediately following each practice, small-sided games will be played between each team. These games are non-competitive, played without goalies, and there is no score keeping.

Division	Practice Time	Game Time	Play Format
U5	30	20	3v3 (no referee)
U6	25	25	3v3 (no referee)
U7	30	40	4 v 4 (no Referee)
U8	30 + 1 weekly practice at the coaches discretion	40	4v4 (Referee)

- iv. U9 Division and older teams practice one weeknight and play 60 minute games (2x25 minute halves and a 10 minute halftime). These games are controlled by a Youth Referee, who will also keep a record of the score. Game rules are found in the MYS handbook.
- v. U14 Division is coed combination of U12, U13, and U14 players who compete against U14 coed teams from Foxboro. This league is known as the Border League.

g. **SEASON SCHEDULES:** Are posted on the MYS website at the start of each season.

- i. **Rescheduling:** as a result of a non-weather or non-MYS cancellation, is to be agreed upon between the opposing coaches and the Divisional Coordinator. Rescheduling as a result of an MYS cancellation will be communicated by the In-Town Director and posted on the MYS website. Rescheduling can take place on Sundays as well as during weekdays.

h. **RECOGNITION:** At the end of the Spring season, all In-Town players receive a participation award/trophy. Players participating in the Fall season only are also eligible to receive a participation award.

4. TRAVEL PROGRAM

- a. **PHILOSOPHY:** The Travel program is available to all residents of the Town of Mansfield between the ages of 8 and 18 years. The program forms teams of comparably skilled players, so that each team can develop as a group and compete against teams of like ability.



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- b. **LEADERSHIP:** Each team has a volunteer Head Coach with the objective of assigning at least one (1) Assistant Coach, as well as a team parent. A team parent is also encouraged to help with coordinating communications to the team (fundraising, team events, car pooling, coaches' gifts, etc.).
- c. **EQUAL PLAY:** Players participate in at least 50% of every game.
- d. **LEAGUE:** MYS participates in the Boston Area Youth Soccer (BAYS) league.
- e. **TEAMS:** MYS forms teams based upon AGE and not Grade Level. A valid Birth Certificate may be required during the registration process. Players are placed into the appropriate Division based upon the following chart:

Division	Grade	Date of Birth
U-9	3 rd	Aug. 1 (Current Year minus 9) thru July 31 (Current year minus 8)
U-10	4 th	Aug. 1 (Current Year minus 10) thru July 31 (Current year minus 9)
U-11	5 th	Aug. 1 (Current Year minus 11) thru July 31 (Current year minus 10)
U-12	6 th	Aug. 1 (Current Year minus 12) thru July 31 (Current year minus 11)
U-13	7 th	Aug. 1 (Current Year minus 13) thru July 31 (Current year minus 12)
U-14	8 th	Aug. 1 (Current Year minus 14) thru July 31 (Current year minus 13)

- i. **U9 Division:** MYS teams participating in the U9 Division will consist of two, evenly balanced teams. Boys and Girls teams will be organized the same.
- ii. **U10 Division:** MYS teams participating in the U10 Division will consist of balanced teams at the "A" level, balanced teams at the "B" level, and so forth, dependent on the number of participating players. Boys and Girls will be organized the same.



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- iii. **U11-U14 Divisions:** MYS teams participating in the U11 thru U14 Divisions will consist of leveled teams at the "A", "B", "C", and "D" level, dependent on the number of participating players. Boys and Girls will be organized the same.
- iv. **U14 Division:** BAYS recognizes the U13 and U14 age groups as a single U14 Division. MYS supports individual age groups (ie. U13 and U14). The formation of a single age group team may occur, only if the age groups try out for the same player evaluators.
- v. **Playing Up:** A player may play in a higher age group division if they meet one or more of the following criteria:
 - 1. Born in the month of August, they may play at their grade level.
 - 2. It is determined that the player's skill level cannot be met within the current division (must be supported by prior coach and Travel Program Director).

In either case, the player's parent must notify the Travel Program Director of their desire for their child to play up. Final determination of placement will be made by the Travel Program Director.
- vi. **Playing Down:**
 - 1. Travel: A player may NOT play down with their grade if their DOB does not fall within the BAYS guidelines (teams placed in Division 1 or 2). A waiver may be obtained at the discretion of BAYS for a player participating on a team placed in Division 3 or lower.

- f. **LEAGUE PLACEMENT:** The Travel Program Director reviews all teams prior to the start of each season (Spring and Fall), and submits to BAYS a recommended Division and Section of play. The recommendation is based upon a team's performance during the prior season, roster changes, and game size (ie. 6v6, 8v8, or 11v11). When a new team or a blended equal strength team is formed, the Travel Program Director will submit this information to BAYS for divisional placement of similar teams.
- g. **ROSTER SIZE:** It is the philosophy of MYS to form teams of appropriate size, to maximize player participation and game endurance. The following are suggested roster sizes:

Division	Game Format	Roster Size Goal
U9 – U10	6v6	Min 9 Max 12
U11-U12	8v8	Min 12 Max 14 (rosters >15 only for non-MTOC eligible teams)



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U14+	11v11	Min 15 Max 18 (rosters >18 only for non-MTOC eligible teams)
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*** The Travel Program Director may submit a roster size waiver for league consideration at their discretion.**

h. GAME PLAY:

- i.** All regularly scheduled games are played on Saturday except for High School spring league which plays on Sunday. Sunday games must be played after noon per town permits.
- ii.** There will be five (5) Home and five (5) Away games each season. (High School spring league follows a special modified schedule.)
- iii.** Fall and Spring season schedules are posted on the BAYS website (www.bays.org).
- iv.** All HOME games are to be played at the Plymouth Street Complex, the High School field, or the Hutchinson's fields. TRAVEL (road) games are played on the opposing team's home field. Field location and directions can be obtained on the BAYS website.
- v.** Defined playing time and format for each game is as follows:

Division	Game Time	Play Format
U9 & U10	60	6v6
U11 & U12	60	8v8
U13 & U14	70	11v11

- vi.** All players shall wear the MYS official Travel Team Uniform, consisting of a shirt, shorts, and socks.
- vii.** Shin guards and soccer cleats must be worn in each game. Prior to the start of each game, the game officials will inspect each player for compliance to this requirement. Any player not equipped properly, will not be permitted to play.
- viii.** Each player shall be given the opportunity for optimal playing time throughout the season per the playing time guideline of at least 50% each game.
- i. PRACTICE:** Each team will be assigned field space by the Travel Coordinator to practice each week. The following minimum practice guidelines are: U9-U12, a single one-hour practice and U13-U14, two one-hour practices.



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- j. ATTENDANCE/COMMITMENT:** MYS forms teams based upon players participating in both the Fall and Spring season. Players are expected to participate in the majority of practices and games each season. The team Coach is responsible for the monitoring of this policy and working with the Travel Director to address non-compliance to this policy. MYS follows player playing priority guidelines as established by Mass Youth Soccer.
- k. SINGLE SEASON REGISTRATION:** Players register to play in the TRAVEL program for a single season. MYS encourages a two season commitment to allow the teams assembled in the Fall to be maintained through the Spring season. Registration takes place for both fall and spring seasons
- l. DUAL ROSTERING:** As a member of the BAYS league, MYS does not permit dual rostering. Dual rostering refers to a player playing for more than one BAYS team in a single season.
- m. ADDING/DROPPING PLAYERS:** MYS tries to avoid disrupting teams mid-year but will maintain its goal of placing similar skilled players together, which may result in players advancing from one team to another mid-year.
- n. PLAYER PLACEMENT:** The Travel Program Director and Coordinators are responsible for forming teams of similar skilled players, based on tryout rankings, game evaluation and coach evaluation of the player. Player placement is predominantly based on the tryout results, followed by game evaluation, and then coach's evaluation of the player's ability.
- i. Tryouts:** The tryout process will be overseen by the Travel Program Director, the Boys' Travel Coordinator, and the Girls' Travel Coordinator.
1. Any player (U9 to U14) may register for the Fall Travel (Road) program and will be placed on an appropriate road team based on similar skills.
 2. All Fall registered road players **are required to** attend MYS Road Team tryouts, which are held in June of every year at the Plymouth Street Complex. New residents to Mansfield, within the current calendar year, are not subject to this requirement.
 3. Guidelines for tryout participation:
 - Player **MUST** be registered prior to the tryout date.
 - i. Player not registered at the time of tryouts will be allowed to participate. However, they will be subject to the policy on late registration and player placement.
 - Tryout dates and times will be posted on the MYS website.
 - Player unable to attend their specified tryout date, due to scheduling, will be allowed to tryout with another age/group.
 - i. Travel Program Director must be notified in advance.



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1. Evaluators are assigned to games by the Travel Coordinator. Coaches are notified who the evaluator is and which game he/she will be evaluating.
 2. It is the coach's discretion whether or not to communicate to his/her team that the game is being evaluated.
 3. The objective is to evaluate each player's overall skill against players of similar skill levels in a game situation and at game speed.
- iii. Coach Evaluation of Players:** Each Spring season, the Head Coach with input from their Assistant Coach is asked to complete an evaluation for each player on their team. All evaluations are confidential and shared only among the Travel Program Director, Travel Coordinator and President. The objective of the confidentiality is to ensure coaches do not feel pressure to adjust rankings based on repercussions of team parents, friendships, assistant coaches, community relations.
1. At the discretion of the Travel Program Director, coach evaluation of players will be a tool used when assigning a player to a team and to assist in confirming a tryout placement. This evaluation serves as additional information on players by someone who has observed the player over one to two seasons, in both practice and game situations.
 2. Each player is evaluated in the following categories:
 - Dribbling/passing/receiving/shooting.
 - Defending/tackling.
 - Positioning/game sense.
 - Physical presence/aggressiveness.
 - The following does not affect a player's overall score and rank:
 - i. Commitment.
 - ii. Coach's comments.
- iv. Team Assignment/Player Placement:**
1. A committee consisting of the Travel Director, Travel Coordinators and President will oversee player placements.
 2. The committee will use player tryout ratings, game evaluations and coaches' evaluations to determine placement for each individual player.
 3. Team placements will be posted to the website by the assigned player tryout number to maintain the confidentiality of players.

5. COACHES

- a. SELECTION OF COACHES:** Each season MYS is tasked with identifying volunteer coaches for both their In-Town and Travel program. All applicants are fairly considered, based upon the following:
- i. In-Town:** In-Town teams will consist of at least a Head Coach, with the objective of assigning at least one Assistant Coach per team. Additional volunteer coaches may be selected based upon roster size, game schedule, or



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other event. Coaches will be assigned by the In-Town Director or Age Group Coordinator.

1. Willingness to support the operating philosophy of the program as documented in the Coaches Handbook. (i.e. dual-sided play, Zero Tolerance).
 2. Parent/guardian of a child on the team.
 3. High School student willing to volunteer as an assistant to the coaching staff.
 4. Availability for each Saturday during the season.
 5. Licensure (where available).
 6. CORI background check.
- ii. Travel:** Travel teams will consist of a Head Coach with the objective of assigning at least one (1) Assistant Coach. Additional volunteer coaches may be selected based upon roster size, game schedule, or other event. A travel coaching selection committee will review each coaching candidate based upon the following:
1. Completed Coach's application.
 2. Willingness to abide by BAYS Code of Conduct/MYS Playing Policy.
 3. MYSA Licensure:
 - U9-U12:** G License.
 - U14+:** F License.
 4. Prior coaching experience:
 - Including coaching feedback – parents, MYS Board Members.
 - Consideration of prior years coaching the same team.
 5. Soccer playing experience.
 6. CORI check.
 7. In the event that there are multiple candidates with equal qualifications, the final selection will be made by the Travel Program Director.
- iii.** Terms for coaching positions, In-Town and Travel, are for a one-year term only.
- It is important to note that coaching one year does not guarantee being assigned a team the next year.
 - Volunteers must apply each year for a coaching position.
 - There is no limit to the number of teams or years an individual may coach.
- iv.** Notifying Travel Coaches - MYS does not assign coaches to travel teams prior to placing players. Therefore, coaches are informed of their status after the teams are announced.
- If a travel coach of a previous year is not assigned a travel team for the current year, MYS will notify that coach via email or phone prior to the announcement of coaches.



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This is not a policy for U8 coaches moving to U9 teams.

b. RESPONSIBILITY OF COACHES: It is the responsibility of the coaching staff to create an atmosphere of fun and sportsmanship for the players, parents, and officials in our program. All issues related to sportsmanship, conduct, and/or safety are to be brought to the attention of the Travel or In-Town Directors.

c. REPORTING OF SCORE: MYS does not monitor scores within the In-Town program. All travel teams must report the final score of their game, in accordance to the reporting guidelines, to the appropriate BAYS section captain and the MYS Travel Program Director.

d. COACH COMPLIANCE: Any coach identified as not following the weekly coaching plans will be addressed by the Divisional Coordinator and/or In-Town Director concerning compliance. Repeat offenses may result in further action, including discontinued future coaching volunteer opportunities within MYS.

e. COACH EVALUATIONS: MYS believes it is important for player and coach development to receive feedback from the program members of the coaching staff.

- Coaching evaluations are sent out to all parents for their feedback.
- The evaluations are reviewed in confidentiality and may impact the decision of the Travel Program Director to re-assign a coach to a team.
- The Travel Program Director and/or Coach Development Director will give both positive and negative evaluation feedback to coaches when received from a completed evaluation form.

6. BOARD MEMBERS – Each board member has full responsibility for the role they hold. They are the expert for their role and are relied upon to fulfill the duties within their role. They have the full support of the Board to perform their roles within the set policies; they also have the flexibility to improve their area of control by making minor changes without a Board vote.

a. Expectations:

- i.** Attend the majority of Board meetings and functions, such as special events, (Columbus Day Tournament, Marathon game).
- ii.** Be informed about the organization's mission, services, policies, and programs.
- iii.** Review agenda and supporting materials prior to Board and Committee meetings.



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- iv. Serve on committees or task forces and offer to take on special assignments.
- v. Be a supportive voice for the program representing the program as a positive team member.
- vi. Follow conflict-of-interest and confidentiality policies.
- vii. Refrain from acting on behalf of personal interests and/or benefits.
- viii. Stay objective. Review issues and make decisions based on the big picture of the facts.
- ix. Act within the program policies; bring all policy change requests before the Board before implementing.

7. SPORTSMANSHIP, CONDUCT, and SAFETY

- a. **ZERO TOLERANCE** : All Coaches, players, and spectators shall support the referee. Failure to do so will undermine the referee's authority and has the potential of creating a hostile environment for the players, the referee, and all other participants and spectators. In accordance with BAYS and Mass Youth Soccer Association (MYSA), MYS has adopted the following rules:
 - i. No one, except the players, is to speak to the referee during or after the game. Exceptions: Coaches may ask questions before the game, call for substitutions, and point out emergencies during the game, or respond to the referee if addressed.
 - ii. Absolutely no disputing calls during or after the game, no remarks to the referee to watch certain players or to attend to rough play. No yelling, approaching, or coming in direct contact with the referee; including criticism, sarcasm, harassment, intimidation, or feedback of any kind during or after the game.
 - iii. During and after a game, the coaches are responsible for the conduct of their players and parents.
- b. **SPORTSMANSHIP**: Coaches are to exhibit good sportsmanship whether participating in an In-Town or Travel game. They are considered ambassadors of Mansfield Youth Soccer and, as such, are expected to be courteous when playing an opponent that is not of equal skill. This would include not running up the score or fostering physical play if found to be overmatched.

C. REPORTING / REVIEW

- i. All questions or feedback regarding particular calls, rules, or a referee shall be directed to the Travel Director, In-Town Director and Referee Coordinator.



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- ii. Travel and In-Town Directors are responsible for the initial review of any reported item.
 - 1. Where further review is required, it will be addressed to the President, Board of Directors and/or other controlling agency (i.e. BAYS or MYSA).
- iii. A referee who has witnessed or experienced any violation of the Zero Tolerance Policy should notify the Referee Assignor as soon as possible.
 - 1. The Referee Assignor shall notify the President of any issues raised by a referee and together the referee, Travel Director (or In-Town Director where appropriate) and President will determine the next steps and course of action to be taken, including notifying the person(s) in violation of the Zero Tolerance Policy, BAYS and any other organization directly or indirectly involved.

D. DISCIPLINE OF COACHES/PLAYERS AND SPECTATORS

- i. **Players / Coaches:** Violators may be ejected and are subject to disciplinary action by MYS, BAYS, and Mass Youth Soccer Association.
- ii. **Spectators:** Violators may be ejected and are subject to disciplinary action by MYS, BAYS, MYSA, and/or the Mansfield Police Department.

8. PLAYER EQUIPMENT

- a. **UNIFORMS:** The official colors of MYS are green and white. In-Town and Travel uniforms consist of a shirt, short, socks, and shinguards (shinguards not supplied by MYS). Uniforms are available for purchase at the time of registration as well as throughout the year. However, because inventory is limited, players are encouraged to maintain their uniform for a minimum of one entire year.
- b. **ORDER / RE-ORDER:**
 - i. **In-Town:**
 - 1. MYS will supply each new U5 player with a team shirt, shorts, and socks and size #3 ball.
 - 2. If the player is returning to play from a previous season, the player is to use his/her existing new style uniform.
 - 3. Returning players in need of a new uniform will be able to purchase replacements at the time of Registration or throughout the year by contacting the Equipment Director.
 - 4. Uniform numbers are distributed in a random fashion with numbers between 1 and 99. Duplicate numbers on a team is acceptable.
 - ii. **Travel:**
 - 1. MYS Travel uniforms consist of an official shirt, short, socks and shinguards (shinguards not supplied by MYS).
 - 2. Uniforms are purchased at the time of Registration.



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- 3. Re-order of uniforms may be completed at time of Registration or by contacting the Equipment Director.
 - 4. Jersey numbers are assigned by the Equipment Director, as there are no duplicate numbers within an age group. This is done to ensure compliance with the BAYS rule regarding no duplicate numbers on a team and accounts for player movement from year to year.
- c. **REQUIRED PLAYERS EQUIPMENT:** Players are required to wear the official MYS uniform to each game. Shirts are to be tucked in at the start of each game.
- d. **BALL:** Each player is expected to bring an appropriate size ball to each practice and optionally to games depending on coach's preference. The ball size used for each age group is provided below.

Division	Ball Size
U5	3
U6 & U7	3
U8	3
U9 – U12	4
U13 & up	5

- e. **RESTRICTED ITEMS:** The following items are considered restricted from wear either at practice or game. Referees have the authority to prohibit a player from participating in a game if any of the following are present.
- i. Earrings or other outer piercings.
 - ii. Hard casts.
 - iii. Footwear containing a toe-cleat.

9. COACHES EQUIPMENT

- a. MYS will provide each volunteer coach with age group appropriate equipment. Coaches will keep the equipment for the duration of the soccer year. Coaches are required to return all equipment at the end of the Spring season or when they step down from coaching, whichever event comes first. Details of the equipment are provided below.
- i. **Size #3 Bags:** Coaches who volunteer to coach a team that uses a size #3 ball will receive an equipment bag consisting of the following:
 - 1. 20 cones.
 - 2. 3 Size #3 balls (including a game quality ball).
 - 3. 1 mesh equipment bag.



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- ii. **Size#4 Ball:** Coaches who volunteer to coach a team that uses a size #4 ball will receive an equipment bag consisting of the following:
 - 1. 20 cones.
 - 2. 3 #4 Balls (including a new game ball).
 - 3. 7 yellow pinnies.
 - 4. 1 red pinnie.
 - 5. 1 blue pinnie.
 - 6. 2 disposable ice packs.
 - 7. 1 duffle bag.
 - 8. Pinnie colors may vary depending on inventory.
- iii. **Size#5 Ball:** Coaches who volunteer to coach a team that uses a size #5 ball will receive an equipment bag consisting of the following:
 - 1. 20 cones.
 - 2. 3 #4 Balls (including a new game ball).
 - 3. 10 yellow pinnies.
 - 4. 1 red pinnie.
 - 5. 1 blue pinnie.
 - 6. 2 disposable Ice Packs.
 - 7. 1 duffle Bag.
 - 8. Pinnie colors may vary depending on inventory.
- iv. Additional equipment can be requested through the Equipment Director and will be provided if feasible.

10. FIELD EQUIPMENT

- a. Goal and nets will be provided by MYS for all organization sponsored practices and matches on fields designated by the organization.
- b. The size and style of nets will be determined by MYS as deemed appropriate for the age group.

11. APPEALS AND PROTEST

- a. **COMPLAINT PROCEDURE:** Any issue, problem or complaint must first be brought to the appropriate MYS Coordinator/Director and/or Board Member. For example, if an issue involving a coach cannot be resolved with said coach, the problem should be presented to the Coordinator for that team. If still not resolved at that level, then the appropriate Director should be contacted. Problems involving referees should be brought to the attention of the Referee Coordinator.
 - 1. If an issue remains unresolved, a complaint may be made to the Board of Directors. Such complaint must be made in writing, clearly articulating the matters which are of concern.
- b. **REVIEW / APPEAL / PROTEST:** Upon receipt of a written complaint:



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1. A copy of said complaint must be forwarded to any individual involved in the alleged offense within 48 hours.
2. At the next regularly scheduled Board meeting, the complaint will be addressed.
3. At this meeting, the complainant must be present to put forth the issues of the complaint.
4. If the complaint involves a particular individual, that person must be notified and requested to attend the meeting to present any opposing viewpoint.
5. A decision on the matter will be made by the Board within two weeks of the original meeting unless subsequent information was necessary and a follow-up meeting set. In this case, the decision will be issued within two weeks of the follow-up meeting.
6. If the Board determines that no action is necessary, they will so advise the complainant and any other involved individual(s).
7. If the Board determines that action is necessary, prior to the next scheduled Board meeting, they will contact and inform the original complainant and any person(s) against whom sanctions have been recommended that they will have the right to present their view of the complaint for up to 5 minutes at the next Board meeting, provided they have notified the President in advance of their intention to do so.
8. The decision of the Board of Directors will be considered final.

12. TOURNAMENT PLAY

- a. **PLAYER PRIORITY:** Follow MYSA guidelines of player priorities:
 - i. **Columbus Day:** Town program first.
 - ii. **Memorial Day:** Club or other team first.

13. CHANGES TO POLICY

- a. MYS may make changes to policies by a vote of the majority.
- b. Board members and/or program members may make a request to change a policy by submitting a written request.
- c. Requests will be reviewed by the Board within two Board meetings with a decision within four Board meetings.



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REVISION HISTORY

REVISION #	REVISION DATE	DESCRIPTION OF CHANGE	APPROVAL INITIALS	
1.00	11/30/09	Initial Issue	KK	KB

SIGNATURE APPROVALS:

_____ Original on File _____

11/30/09

Primary Reviewer

Date

_____ Original on File _____

11/30/09

President

Date