



CLUB OPERATING POLICY

Rules and Regulations

1. GENERAL

- 1.a The aim of the Langley United Soccer Association (herein after referred to as LUSA) is to foster, promote and develop the skills, knowledge and the enjoyment of the game of soccer.
- 1.b LUSA shall operate under its own constitution, by-laws and policies unless they are in conflict with those of its affiliated bodies (Fraser Valley Youth Soccer Assn., B.C. Soccer Assn.). In case of conflict those policies of the senior body shall prevail.
- 1.c Directors of LUSA understand that they are responsible for the operations of the club. Furthermore, all Directors and committee members shall be aware of conflicts of interest and remove themselves from that conflict.

2 ALLOCATION OF PLAYERS

- 2.a In the U6 to U10 age groups the emphasis is to be on recreational soccer and development of skills. Accordingly, attempts will be made to make teams as even as possible.
- 2.b Allocation of these players shall be on a geographic basis where possible.
- 2.c There is no guarantee that players will be placed back on the team they were on the previous season. Any complaints arising from the allocation of players shall be directed to the director of grassroots who will collaborate with the technical director and come to a technical decision that best suits the individual player.
- 2.d All complaints shall be submitted to the director of grassroots in writing.
- 2.e In all other age groups (except select teams) attempts should be made to keep teams generally in a geographic manner and where more than one team is to be placed at the same level every attempt should be made to balance the teams.



3 DUTIES OF COACHES/MANAGERS, PLAYING TIME AND GYM CARE

- 3.a Shall set an example of sportsmanlike behavior for the players at all times and follow the coaches' code of conduct.
- 3.b Shall be responsible for the supervision and discipline of their team at all club functions. In addition to the conduct of themselves and their players, Coaches/Managers are also responsible for the conduct of their team supporters.
- 3.c Shall see that players are aware of the proper care of their uniforms and that they are properly dressed in their LUSA issued uniforms for all games except in the cases of conflict of colors or second game in one day.
- 3.d Disciplinary action may be taken against a coach for failure of their team to wear LUSA colors or for other coaching infractions. Shin pads are mandatory.
- 3.e Shall be responsible for training methods for their team.
- 3.f Shall ensure all the players' are properly registered.
- 3.g Shall ensure that game scores are communicated to coordinator within 24 hours after game time.
- 3.h Responsible for suitable replacement in his/her absence.
- 3.i Responsible for care of LUSA uniforms and equipment allocated to their team and the respectful use of gyms and facilities.
- 3.j Responsible for communications between coordinators, players and their parents.
- 3.k Responsible for reporting any injury of players to the coordinator as soon as possible.
- 3.l May recommend to the Board that a hearing be called in case of unsportsmanlike behavior.
- 3.m Where required, responsible for submitting proper team lists, substitution slips and I.D. Cards.



- 3.n The coach must play all players allocated by the club but is not required to take more than 14 players on any one team and may not take more than 18 players, with the exception of under 18 where the maximum is 20.
- 3.o Each player on a team must play a minimum of 40% over the league playing season except where affected by limited substitution rule or discipline. During cup play, this may vary based on the needed outcome.
- 3.p A coach or manager may suspend a player for reasons of misconduct or unsportsmanlike behavior.
- 3.q Continued absence from practice without prior arrangement with the coach or manager is included as misconduct.
- 3.r No coach or manager may expel a player from his or her team. Should such action be considered the situation will be reviewed by the Technical Committee and they will make a recommendation report to the Board.
- 3.s All coaches are to obtain age appropriate levels of certification this include, Active Start, Fundamentals, Learning to Train, Soccer for Life certification courses.
- 3.t The Club will reimburse coaches for any approved course as per LUSA's Coach Certification Reimbursement Policy.
- 3.u The Coaching Committee has the jurisdiction to deal with all coaching matters. Anyone has the right to appeal a decision of any LUSA committee to the Board.
- 3.v The first line of contact is through his/her coordinator.
- 3.w All protests, appeals and discipline fall under the jurisdiction of which the team plays.
- 3.x Contact your coordinator for a copy of the current rules.

4 REFEREES AND OFFICIALS

- 4.a LUSA will not tolerate any verbal or physical abuse of any game official by coaches, managers, players or spectators.



- 4.b In the event of no referee being available for a game, the game should still be played by each team designating an individual to referee one half of the game or selecting a mutually agreed upon person to fill this position.
- 4.c An appointed referee is obligated to enforce and observe the Rules of the Game as contained in FIFA approved publications or as per the U9-U10 Guidelines herein.
- 4.d The referee has the responsibility for the ultimate decision in regard to field conditions and whether or not games should be played.

5 COACH SELECTION

- 5.a Coaches wishing to coach a select team must apply to the technical director in writing by January 1 prior to the season in question.
- 5.b Applications must list coaching qualifications, practical experience and any other relevant information that will aid the committee in making their decision.
- 5.c The technical director will have full control over coach appointments.
- 5.d All select coaches shall obtain the appropriate level of certification.

6 TEAM SELECTION

- 6.a Select teams will exist only in U11 – U18 divisions and only where numbers and caliber of players will allow.
- 6.b The LUSA policy is for each player to play at the highest level that they are capable and we encourage coaches, parents and players to consider this. The ultimate decision rests with the player and his parents.
- 6.c All players in a given division wishing to play on a select team must attend Player Evaluations or make suitable arrangements with the technical director.
- 6.d Evaluation dates shall be posted on the LUSA website and all reasonable efforts will be made to communicate this to the members.
- 6.e The club will not tolerate the raiding of players within the club.



- 6.f The club will adhere to BC Soccer's rules regarding poaching.
- 6.g At the completion of evaluations, players will be assigned to teams.
- 6.h Coaches may be asked to provide input into team selection but the technical director shall have final approval of all select teams.
- 6.i Any movement of players after teams have been selected, must be approved by the technical director.

7 EQUIPMENT AND PURCHASING POLICY

- 7.a Coaches and managers are responsible to ensure that all LUSA equipment is properly cared for and returned to the LUSA Director of Equipment at the end of each soccer season.
- 7.b The main LUSA club colours are blue and gold and uniforms will follow this colour scheme.
- 7.c Metro and adult teams will follow a black color scheme.
- 7.d The spring club colours can change to white and blue if the board so requires
- 7.e LUSA crest to be on the left breast of all jerseys.
- 7.f The grassroots divisions will follow the main blue and gold colour scheme.

8 FIELDS AND GYMS

- 8.a LUSA is allocated certain fields and gyms generally in August of each year. The Directors of Grassroots allocate these facilities.
- 8.b Gyms are allocated on a first priority to U6 – U8, then to the older teams.
- 8.c U10 - U18 teams will be allocated two turf facility times per week with the exception of select teams who may receive three practice times.
- 8.d Game field allocation will be based on seniority and level of play and be subject to the discretion of the Director of Fields.



- 8.e The Director of Fields will coordinate the lining of the fields.
- 8.f Nets and corner flags will be assigned at the beginning of each season by the Director of Equipment.
- 8.g LUSA is allocated certain fields and gyms generally in August of each year. The Directors of Fields & Gyms allocate these facilities. Gyms are allocated on a first priority to U6 – U8, then to the older teams.
- 8.h U11 - U18 teams will be allocated one all-weather practice facility time per week with the exception of select teams who may receive two practice times. Where possible facilities will be allocated on a geographically convenient basis. Game field allocation will be based on seniority and level of play and be subject to the discretion of the Director of Fields.
- 8.i The Director of Fields will coordinate the lining of the fields.
- 8.j Nets and corner flags will be assigned at the beginning of each season by the Director of Equipment.

9 PURCHASING POLICY AND EQUIPMENT

- 9.a The Director of Equipment along with the 2nd Vice President shall coordinate all purchases of equipment and operating supplies such as paint.
- 9.b Approval for expenditure shall be done by way of a budget by majority vote of the Board.
- 9.c Where expenditures are in excess of the budget, approval must be granted to raise the budget prior to making the expenditure.
- 9.d Where the purchase is a major item such as uniforms, equipment, etc., written competitive quotations should be obtained and copies of these quotations filed with the club treasurer.
- 9.e Where possible local suppliers should be given every opportunity to compete for club business.

10 INSURANCE

- 10.a LUSA carries three types of insurance coverage:
Travel and Accident:



This covers registered players for medical and dental expenses incurred to a total of \$5,000.00. This policy is fairly broad and covers items such as hospital emergency fee, prescriptions and x-rays but excludes eyeglasses, but includes travel within the province.

- 10.b Travel outside the province is the responsibility of each team. All injuries must be reported to the insurance company immediately.
- 10.c Liability and Property Damage:
All coaches, manager, executive and other club volunteers are covered for \$2 million.
Equipment:
Club equipment is covered for fire and theft.

11 PLAYER'S CODE OF CONDUCT

- 11.a Play for the fun of it, not just to please your parents or coach.
- 11.b Play by the Rules
- 11.c Never argue with an official's decisions. Let your coach ask any necessary questions.
- 11.d Control you temper, don't "mouth off" or throw equipment.
- 12.e Respect and take care of your uniform, the team's equipment and the fields.
- 12.f Work equally hard for yourself and your team. Your team's performance will benefit and so will your own.
- 12.g Be a good sport. Cheer all good plays, whether your team's or your opponents.
- 12.h Treat all players as you yourself would like to be treated. Don't interfere with, bully or take unfair advantage of any player.
- 12.i Remember that the goals of the game are to have fun, improve your skills and feel good. Develop your own skills in order to contribute to your team.
- 12.j Don't be a show off or always try to get the most goals.



- 12.k Cooperate with your coach, teammates and opponents, for without them you don't have a game.

12 PARENT'S CODE OF CONDUCT

- 12.a Do not force an unwilling child to participate in sports
- 12.b Remember children are involved in organized sports for their enjoyment, not yours.
- 12.c Encourage you child to always play by the rules.
- 12.d Teach your child that honest effort is as important as winning so that the result of each game is accepted without undue disappointment.
- 12.e Help your child work toward skill improvement and good sportsmanship.
- 12.f Never ridicule or yell at your child, or any other child for making a mistake or losing a competition.
- 12.g Remember that children learn best by example.
- 12.h Applaud good plays by your team and by members of the opposing team.
- 12.i Do not publicly question an official's judgment, and never their honesty.
- 12.j Remember that most officials are either volunteers or themselves children learning the responsibility of a job.
- 12.k Support all efforts to remove verbal or physical abuse from children's sporting activities.
- 12.l Recognize the value and importance of the coaches. They are volunteers giving of their time and resources to provide recreational activities for your child.
- 12.m Be ready to assist the team and the league whenever possible within the limits of your own time and resources.

13 COACH'S CODE OF CONDUCT

- 13.a Be reasonable in your demands on the player's time, energy and enthusiasm.



- 13.b Remember that they have other interests.
- 13.c Always remember that your players are children, not miniature professional athletes.
- 13.d Teach your players that the rules of the game are mutual agreements that no one should evade or break.
- 13.e Share playing time as per the playing policy, try as much as possible to position players where they want to be. All grassroots team members need and deserve equal time.
- 13.f Remember that children play for fun and enjoyment, and that winning is only part of the game.
- 13.g Never ridicule or yell at the children for making mistakes or losing a competition.
- 13.h Never engage in any verbal or physical abuse of your team members and support all efforts to remove such abuse from children's sporting activities.
- 13.i Ensure that equipment and facilities are safe and appropriate to the age and ability of the players.
- 14.j Develop team respect for the ability of opponents as well as for the judgment of officials and opposing coaches.
- 14.k Follow the advice of a physician when determining when an injured player is ready to play again.
- 14.l Remember that children need a coach they can respect. Be generous with your praise when it is deserved, and set a good example.
- 14.m Keep lines of communication open with your players and their parents. Let them know that you are always available should they have any concerns regarding the way the season is going.
- 14.n Make a personal commitment to keep yourself informed on sound coaching principles and the principles of growth and development of children.



15 OFFICIAL'S CODE OF CONDUCT

- 15.a Use common sense to ensure that the spirit of the game, for children is not lost by overcalling their game.
- 15.b Ensure that both on and off the field your behavior is consistent with the principles of good sportsmanship.
- 15.c Compliment both teams on their good plays whenever such praise is deserved.
- 15.d Be consistent, objective and courteous in making all calls.
- 15.e Make a personal commitment to keep yourself informed on sound officiating principles.